



Dear Parent / Carer,

We have just received further guidance from the Local Authority on the theme of COVID - 19 (Coronavirus). There is little change since our last communication with you but I fully understand your concerns with regards to this matter, and would ask you to read the information below, which is relevant to the school setting. As the situation progresses, we will of course, inform you of further developments.

Best wishes,

Mrs Paula Williams

Cases and contacts in educational and childcare settings

There is someone in my child's school/childcare or education setting who has just returned from China or one of the other specified areas, what should I do?

If a confirmed case occurs in an educational setting the local Health Protection Team will provide you with advice and will work with the head teacher, principal and or management team of that setting. Outside those that are defined as close contacts, the rest of the school, childcare or education setting does not need to take any precautions or make any changes to their own activities attending establishments or work as usual, unless they become unwell. If they become unwell they will be assessed as a suspected case depending on their symptoms.

This advice applies to teaching staff and children in the rest of the class who are not in a close friendship group or children undertaking small group work. The decision as to whether pupils, students and staff fall into this contact group or the closer contact group will be made between the Health Protection Team, the educational and childcare settings and (if they are old enough) the student. Advice should be given as follows:

- If they become unwell with cough, fever or shortness of breath they will be asked to self-isolate and should seek medical advice from NHS 111.
- If they are unwell at any time within the 14 days of contact and they are tested and are positive for Novel Coronavirus (COVID-19) they will become a confirmed case and will be treated as such.

What to do if a case of Novel Coronavirus (COVID-19) is suspected in your childcare or education setting. (Pupil, student or staff)?

If anyone has been in contact with a suspected case in a childcare or educational setting, no restrictions or special control measures are required while laboratory test results for Novel Coronavirus (COVID-19) are awaited. There is no need to close the setting or send other learners or staff home. As a precautionary measure, the NHS are currently testing a very large number of people who have travelled back from affected countries, the vast majority of whom test negative. Therefore, until the outcome of test results is known there is no action that staff members need to take apart from cleaning specific areas (see phw.nhs.wales/coronavirus for more information)

What to do if a case of Novel Coronavirus (COVID-19) is confirmed in your childcare or education setting. (Pupil, student or staff)?

The childcare or educational setting will be contacted by the local Health Protection Team to discuss the case, identify people who have been in contact with them and advise on any actions or precautions that should be taken. An assessment of each childcare or education setting will be undertaken by the Health Protection Team with relevant staff. Advice on the management of pupils or students and staff will be based on this assessment.

The Health Protection Team will also be in contact with the patient directly to advise on isolation and identifying other contacts, and will be in touch with any contacts of the patient to provide them with appropriate advice. Advice on cleaning of communal areas such as classrooms, changing rooms and toilets will be given by the Health Protection Team.

If there is a confirmed case, a risk assessment will be undertaken by the educational establishment with advice from the local Health Protection Team. In most cases, closure of the childcare or education setting will be unnecessary but this will be a local decision based on various factors such as establishment size and pupil mixing.

What to do if pupils, students or staff in your institution are contacts of a confirmed case of Novel Coronavirus (COVID-19) who was symptomatic while attending your childcare or educational setting?

The definition of a contact includes:

- any pupil, student or staff member in close face-to-face or touching contact including those undertaking small group work (within 2 metres of the case for more than 15 minutes)
- talking with or being coughed on for any length of time while the individual is symptomatic
- anyone who has cleaned up any bodily fluids of the individual
- close friendship groups any pupil, student or staff member living in the same household as a confirmed case, or equivalent setting such as boarding school dormitory or other student accommodation. Contacts are not considered cases and if they are well, they are very unlikely to have spread the infection to others, however:
- they will be asked to self-isolate at home, or within their boarding school dormitory room, for 14 days from the last time they had contact with the confirmed case and follow the home isolation advice sheet which can be found at **phw.nhs.wales/coronavirus**
- Family and friends who have not had close contact (as listed above) with the original confirmed case do not need to take any precautions or make any changes to their own activities such as attending childcare or educational settings or work, unless they become unwell.

For the most up to date information on Novel Coronavirus (COVID-19) please visit **phw.nhs.wales/coronavirus**