



A Parents' Guide to Covid-19 Self-Isolation Procedures - St John Bosco Arts College Academic Year 2020/21

St John Bosco Arts College works closely with Public Health England, the Department for Education and the Covid-19 Lead for Liverpool Local Authority when we receive notification of a positive Covid-19 case within the school community. Each case is different, with a unique set of circumstances and consequently each response will be different. Below is a ten step guide, intended to give a broad illustration of the process that school goes through after each notification of a positive case of Covid-19 on site.

1. Make contact with the individual and undertake a short interview (following the Local Authority Template asking questions directed by Public Health England) regarding movements and contacts in school
2. Identify which classes/area the student/staff have been in during the 48 hours prior to symptoms developing, as individuals are infectious during this period
3. Check all seating plans for classes where the positive individual has been during an infectious period
4. Contact the Local Authority Single Point Of Contact to discuss the case, risk assess the information, and establish which bubble(s), group(s) or individual may need to self-isolate
5. Contact the Department for Education who advise on case management
6. Contact Public Health England who advise on case management
7. Ensure all affected areas in school are deep cleaned in line with government guidance
8. Inform the parents of students who have been identified as a "close contact" of the positive case that they must self-isolate. The period of self-isolation is determined by the date of last contact with the positive case during their infectious period. In some cases, if a child has not been present in school for some time before a positive case is disclosed, the period of self-isolation will be significantly less than 14 days
9. Inform the wider school community of the positive case and reassure of the steps taken to keep students and staff safe
10. Update all associated records and submit to the Department for Education and the Local Authority

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