Llanidloes High School isolation process

If a **child being transported shows symptoms of COVID 19**, the driver to isolate individual child and provide them with a PPE face mask to wear and open a window to ventilate.

The driver on the transport vehicle is to immediately notify the school lead ready for them to receive the child who is immediately placed in a supervised isolation room (**medical room, Head's office and permanently vacant classrooms**). The isolation room must have waste disposal bags to dispose of any staff PPE. Ensure access to toilet and eating is separated from other children and staff.

Driver on arrival must immediately wash their hands. The supervising staff member must be equipped with PPE for this occurrence.

Environmental cleaning following a suspected case
Once a suspected case has left premises, the rooms used and where the person was placed/isolated should not be used until adequately decontaminated.

The room doors must remain shut until it has been cleaned with detergent and disinfectant. Hub Lead to ensure a notice is placed on the entrance doors contaminated rooms 'NO ACCESS CONTAMINATED ROOM'. National guidance in relation to the cleaning of areas where a person is suspected of having coronavirus must be followed.

JR (site manager) to immediately instruct their cleaning staff to immediately DEEP clean all contaminated rooms, external spaces and school transport vehicles in accordance with deep clean process.

Cleaner in charge to notify Head-teacher when deep cleaning has been completed to each of the contaminated rooms and schools transport.

If there is a child, member of staff or transport staff with suspected Coronavirus:

The child(ren) must be immediately isolated in a room in accordance with guidance https://gov.wales/education-coronavirus

A member of staff supervising the child must immediately put on PPE and provide supervision child(ren) until they can be collected by their parents.

The Headteacher or delegated staff must immediately contact parents using the emergency contact numbers provided at registration Arrangements must be made for the child to be collected and taken home into isolation.
Ensure access to toilet facilities and eating is separated for isolated children from all other children and staff in the hub school. Isolation provision must be separate for each suspected coronavirus child.

Supervising members of staff are to dispose of all PPE in waste bags and placed in school bin store. They must immediately wash their hands.

Separate to all other children and school staff.

Staff developing symptoms at a hub must go directly home and follow national stay at home and social distancing guidance.
Current national guidance advises that if a member of staff has helped someone who was taken unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves
https://gov.wales/education-coronavirus

JR (site manager) to prepare a list of all recorded contacts with the child, member of staff or transport staff.

Staff and pupils should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell in accordance with government guidance https://gov.wales/education-coronavirus

JP (office) requests those children or persons who are self-isolating on arriving at home to immediately wash clothes and shower.

JR (site manager) records list of rooms cleaned, date and time.

Mr Williams to e-mail / write to / notify their Schools Service Challenge Advisor and Health & Safety Advisor Team of any suspected or confirmed COVID-19 cases in:
1. School
2. School Transport

Once this deep cleaning and waste disposal process has been completed to all rooms, the room(s) can be put back into use immediately

Schools Service Estates Team to notify Heart of Wales Property Services of any suspected or confirmed COVID-19 cases in school facilities and consult and decide if any repair and maintenance work or statutory compliance servicing/inspections are to immediately stop or continue.