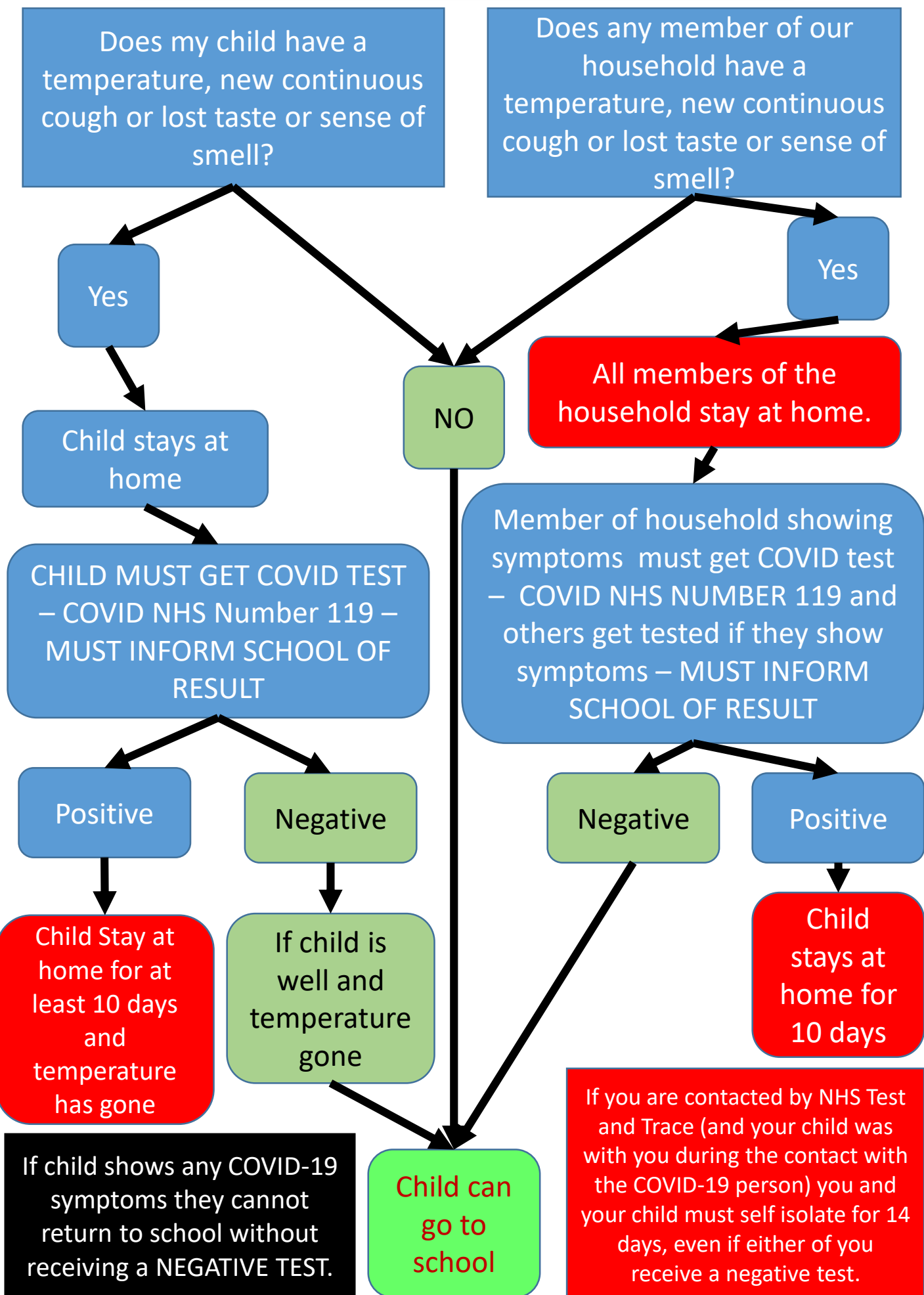


COVID SYMPTOMS FLOW CHART



ACTIONS IF CHILD/ADULT SHOWS COVID-19 SYMPTOMS AT SCHOOL

CHILD HAS TEMPERATURE, DEVELOPS NEW CONTINUOUS COUGH or LOSES SENSE OF TASTE OR SMELL

CHILD /ADULT

STAFF

REMOVED FROM ROOM IMMEDIATELY and taken to COVID Canopy (Other children/adults stopped from passing if possible)

Staff Member from classroom put on Full PPE – mask, visor, apron and gloves

PPE Staff Member and Child/Adult wait under canopy – avoiding other staff and children

Child/Adult stays under canopy

PPE Staff Member takes temperature Inform office staff if over 37.8 degrees. Member of staff stays with child/Adult under canopy

PPE Staff Member informs the Office staff of the temperature and Office staff ring parents to request IMMEDIATE pick up and request parents to organise a COVID test. Parent to meet at canopy

Member of office staff gets siblings and child's personal items.

PPE Member of staff speaks to parent and reminds parent to get a COVID-19 test and let us know the result as soon as possible

PPE Member of staff REMOVE PPE AND PLACES IN BIN. NEW PPE PUT ON AND CLEAN AREAS TOUCHED BY CHILD/ADULT

CLEANERS ARE INFORMED ON ARRIVAL AND CLEAN CANOPY WITH MILTON / BLEACH – WEARING FULL PPE