Hertfordshire County Council COVID-19 Case Reporting Protocol for Early Years, Childcare and Childminder Settings.

The purpose of this protocol is to advise settings on what to do if a child or adult is on or has been on site whilst potentially infectious with COVID-19. The infectious period used is from 48 hours prior to symptom onset to 7 days after, or 48hrs prior to test if asymptomatic.

The protocol must be used alongside the national guidance <u>Implementing-protective-measures-in-education-and-childcare-settings/coronavirus</u> issued to settings on dealing with an incidence of COVID-19 in an education setting and the public health flow chart below.

Cases of COVID-19 MUST be reported to the local authority whether these occur in an Early Years, Childcare or Childminder setting.

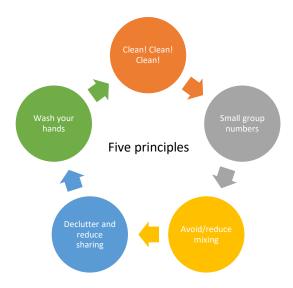
Notifying the local authority of initial symptomatic cases:

Where a suspected instance of COVID-19 occurs in a setting, the setting should follow the public health flow chart below and refer to nationally published guidance for education and childcare settings. This advises suspected/possible case should arrange a test through: www.nhs.uk/coronavirus or NHS 119

The setting should report to the 24 hour Hertfordshire County Council Early Years Service on 01992 555770.

To notify Public Health England (PHE) of a positive case(s), please call the in the East of England on 0300 303 8537 (option 1). If the matter is not urgent you can also email eoe.crc@phe.gov.uk.

Headteachers can contact the HCC Public Health Team for advice on 01992 556285. Please note: **this is only for use by school and early years settings staff only** and it is not to be given to parents or students.



Public Health management of COVID-19 in Early Years, Childcare and Childminder Settings (July 2020)

SUSPECTED case(s) in child or staff

If the child/staff member is in the setting – isolate away from others and send home (refer to PPE guidance² if personal care is required within 2m)

Clean and disinfect rooms the suspected case was using ³ – ensure appropriate PPE (gloves and an apron) are used.

Advise child/staff member gets tested.
This can be done online via
www.nhs.uk/coronavirus or by calling 119

Ensure child/staff member isolates at home for 7 days from date of onset of symptoms (unless test result is negative). The rest of the household need to isolate for 14 days (unless test result is negative).

Notify the Hertfordshire County Council Early Years Service on 01992 555770

Ensure parent or staff member know that they need to inform the setting of results, and have contact details to notify setting if results are received out of normal working hours. Result of test:

Negative Positive

Child/staff member can return to setting once well.

- 1: Suspected case: child/ adult with a new continuous cough and/or high temperature and/or a loss of, or change in, normal sense of taste or smell (anosmia)
- 2: PPE Guidance
- 3: Guidance COVID-19 <u>Cleaning in non-health care settings</u> after a suspected or confirmed case
- 4: Stay at home guidance

CONFIRMED case(s) in child or staff

Ensure child/staff member isolates at home for 7 days (from date of onset of symptoms)⁴

Contact Public Health England Health Protection Team (PHE HPT) on

0300 303 8537 to notify of single case, who will complete a risk assessment with the setting.

Notify the Hertfordshire County Council Early Years Service as soon as possible of a **confirmed case** on 01992 555770

The PHE HPT will undertake an assessment to determine if any contacts in the setting (e.g. contacts within their group) need to self-isolate at home for 14 days. (Contact's wider household will NOT need to isolate).

If appropriate, PHE HPT will provide template letters to setting to send out to:

- contacts requiring self-isolation for 14 days
- wider community, advising on symptoms and how to get tested, if symptomatic.

Ensure that the rooms the confirmed case was using are cleaned and disinfected as per guidance - ensure appropriate PPE (gloves and an apron) are used.

If a further suspected case occurs within the group of contacts, they need to arrange testing. They must isolate for 7 days from the onset of symptoms (the rest of their household need to isolate for 14 days), unless the result comes back negative.

Cases and contacts can return once the isolation period is completed. If the case still has a fever, diarrhoea or is feeling/being sick, they should continue to isolate until 48 hrs after symptoms.