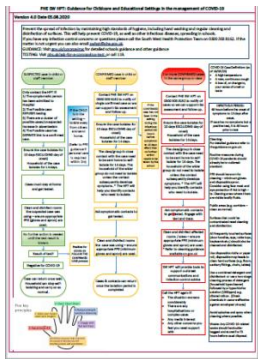


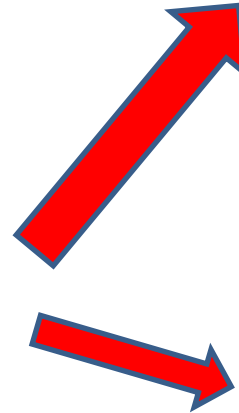
## Summary of actions to take if a COVID-19 case is confirmed in a B&NES educational setting VS 2

This summary must be read in conjunction with Public Health England, South West, Health Protection Team (PHE SW HPT) **Flowchart: Guidance for Childcare and Educational Settings in the Management of COVID-19 Vs 4** available on the [B&NES Hub](http://thehub.bathnes.gov.uk/Page/18105) <http://thehub.bathnes.gov.uk/Page/18105>



This sets out what you need to do in the event of: -

- A suspected case in a child or member of staff
- **A confirmed case** in a child or member of staff
- **2 or more confirmed cases** in the same group or class



PHE SW HPT are the lead agency for ensuring you follow the protocols in the case of a confirmed case or cases. They will advise you regarding who can and who cannot remain in the setting. They will provide guidance on testing, with template letters for parents/carers and staff and advice around deep cleaning procedures etc.

**If you have any infection control concerns or questions** you can contact PHE SW HPT on **0300 303 8162**. If the matter is not urgent you can also email [swhpt@phe.gov.uk](mailto:swhpt@phe.gov.uk)

With B&NES the Public Health team can also answer your questions [public\\_health@bathnes.gov.uk](mailto:public_health@bathnes.gov.uk)

All the latest guidance for schools and educational settings is hosted on the [B&NES Hub](http://thehub.bathnes.gov.uk/Page/18105) <http://thehub.bathnes.gov.uk/Page/18105>

### IN THE EVENT OF A CONFIRMED CASE

#### PLEASE ALSO INFORM B&NES PUBLIC HEALTH TEAM

You may hear about a confirmed lab case from the infected member of staff or child's family before it is confirmed to you by PHE SW HPT. Either way we ask that you inform the B&NES Public Health team.

This will enable us to provide you with local support, particularly managing media attention and to build a picture of cases occurring across a community. Please tell us

- Name of setting
- Telephone number
- Contact name
- Number of cases

#### How to report confirmed case/s to B&NES Public Health

**Office hours:** Email [public\\_health@bathnes.gov.uk](mailto:public_health@bathnes.gov.uk)

**Out of hours** Telephone 01225 396428

#### HANDLING THE MEDIA

Settings **MUST NOT** share any Covid-19 related news through social or other media outlets before having contacted PHE SW HPT **and** the B&NES Public Health team (see above).

Once you have reported the incident you will be supported in communication with the media following local procedures and the PHE SW HPT Comms Protocol.

Further guidance on Media Enquires is available on the Hub [B&NES Hub](http://thehub.bathnes.gov.uk/Page/18105) <http://thehub.bathnes.gov.uk/Page/18105>