PHE South East Health Protection Team:
Guidance for Childcare and Educational Settings in the Management of COVID-19
Version 1.0 Date 03/06/2020
Prevent the spread of infection by maintaining high standards of hygiene, including hand washing and regular cleaning and disinfection of surfaces. This will help prevent COVID-19 spreading in schools, as well as other infectious diseases.
If you have any infection control concerns or questions please call the Surrey & Sussex Health Protection Team on 03442253861. If the matter is not urgent you can also email SSHPU@phe.gov.uk.
TESTING: Visit nhs.uk/ask-for-a-coronavirus-test

COVID-19 Case Definition:
(as of 18/05/20)
• A high temperature
• A new, continuous cough
• A loss of, or change to, your sense of smell or taste

Cleaning:
For detailed guidance refer to the guidance on SCC Covid-19 School Leaders webpage and gov.uk:
Routine measures during COVID-19 pandemic should already be to outbreak standard.
PPE should be worn for cleaning – minimum gloves and disposable apron.
Consider using face mask and eye protection if risk is high – ie. Cleaning areas where there are visible bodily fluids.
Public areas (e.g. corridors – clean as normal)
Surfaces that could be contaminated need cleaning and disinfection.
All frequently touched surfaces (door handles, taps, table tops, keyboards etc.) should also be cleaned and disinfected.
Use disposable cloths or paper roll, disposable mop heads to clean hard surfaces (e.g. floors, sanitary fittings, chairs, tables)
Use a combined detergent and disinfectant or use a two-stage cleaning process of detergent (household type cleaner) followed by a hypochlorite solution (1000ppm) e.g. diluted Milton. [Check chemicals in use are effective against enveloped viruses]
Avoid splashes and spray when cleaning where possible.
Waste: Any COVID-19 related waste should be double-bagged and stored for 72 hours before usual disposal.

Suspected case in child or staff member
Ensure child/staff member is isolates at home for 8 days (day of onset PLUS 7 days) The rest of the household need to isolate for 14 days
Contact PHE SE HPT on 03442253861 to notify of single case so we can support risk assessment and follow up.
Clean and disinfect rooms the suspected case was using – ensure appropriate PPE (gloves and apron) are used.
Advise that the child/staff member get tested.
Children nhs.uk/coronavirus or by calling 119
Staff Surrey Testing Hub or www.gov.uk/apply-coronavirus-test to be prioritised as essential workers
Result of test?

Confirmed case in child or staff member
IF the CHILD is in the setting – Isolate away from others and send home.
(Refer to PPE guidance if personal care is required within 2m)
Ensure child/staff member isolates at home for 8 days (day of onset PLUS 7 days) The rest of the household need to isolate for 14 days
Contact PHE SE HPT on 03442253861 to notify of single case so we can support risk assessment and follow up.
Advising anyone that have symptoms get tested Online via nhs.uk/coronavirus
The HPT will undertake an assessment to determine if any contacts in the setting need to self-isolate at home for 14 days. (The wider household will NOT need to isolate)
Clean and disinfect rooms the suspected case was using – ensure appropriate PPE (minimum gloves and apron) are used.
Maintain the level of cleaning in these areas – even if not being used due to isolation protocols.
If further suspected or confirmed cases occur within this group they need to isolate for 8 days from the onset of symptoms.
Any siblings also in the same setting (but a different, unaffected area) would need to isolate at this point
Cases & contacts can return once the isolation period is completed

2 or more confirmed cases in the same group/class
Contact PHE SE HPT on 03442253861 to notify of cases so that we can support risk assessment and follow up.
Ensure children/staff isolate at home for 8 days (day of onset PLUS 7 days) The rest of the household need to isolate for 14 days.
Advise that all suspected cases get tested. Online via nhs.uk/coronavirus
The HPT will undertake an assessment to determine if any contacts in the setting need to self-isolate at home for 14 days. (The wider household will NOT need to isolate)
Clean and disinfect affected rooms / areas – ensure appropriate PPE (minimum gloves and apron) are used.
* Refer to cleaning guidance available on gov.uk
SE HPT will provide tools to support outbreak communications
Call the HPT again if:
• The situation worsens considerably
  • There are any hospitalisations or complex cases
  • Any media interest
  • Any other concerns you feel you need support with

Five key principles
1. Wash your hands!
2. Clean! Clean! Clean!
3. Small numbers!
4. Avoid/reduce mixing
5. Declutter and reduce sharing

All of these measures help to prevent the spread of infection and will therefore protect staff and children