



Policy Area:	Coronavirus		
Date:	March 2020	Policy code:	C4
Lat reviewed:	January 2022	Reviewed by:	Esma Izzidien
Next review:	January 2023	<i>(For all review dates see end of document)</i>	

What is COVID-19?

Coronavirus disease (COVID-19) is an infectious disease caused by the SARS-CoV-2 virus. Most people infected with the virus will experience mild to moderate respiratory illness and recover without requiring special treatment. However, some will become seriously ill and require medical attention. Older people and those with underlying medical conditions like cardiovascular disease, diabetes, chronic respiratory disease, or cancer are more likely to develop serious illness. Anyone can get sick with COVID-19 and become seriously ill or die at any age. – World Health Organization.

What are the symptoms?

COVID-19 Can present in a multitude of ways. Symptoms include:

- Cough
- Fever
- Loss of taste and smell

How does it spread?

The virus is most likely to spread when someone has close contact (i.e. within 2 metres or less) with an infected person. Most current evidence suggests that you are most likely to catch covid-19 from an infected person by being in the same room as them. There is some evidence that COVID-19 can also be spread through surfaces but this is less likely to happen.

Preventative measures at CMS

Cardiff Montessori School will always as a minimum uphold any governmental guidance, advice and requirements with regards to policies related to COVID-19. As an independent school we may go beyond the minimum requirements in the interest of preventing infection spread within the school. This is important to try to avoid classroom closures and online learning.

It is known that the current Omicron variant is highly contagious, with January and February expected to be difficult months to navigate. Our policies aim to minimise disruption to parents and families of children who may be unwell, balanced with trying to ensure the safety of remaining students and staff and enable school operation. Our policies remain under regular review.

Preventative measure 1: Avoiding the entry of persons who may be carrying COVID19

Those with symptoms of COVID 19

Students over the age of 5 with symptoms of COVID-19

Should self-isolate and take a PCR test as soon as possible. Please contact the school on admin@cms.cardiff.sch.uk to inform us. If your child tests negative they may return to school once well enough to do so *and* once they have been free from fever for 48hrs.

Please notify us of positive results immediately if your child has been in school in the preceding 48hrs of when they tested positive or developed symptoms. If they test positive for COVID-19 they must self-isolate and **we ask students to remain off school for 10 days if they have had a positive covid test result** to prevent the spread in school.

Please note that current guidance states that if they have negative LFTs on day 6 and 7 they may end isolation on day 8 but should avoid mixing indoors, pay extra attention to handwashing and wear a face covering. We do not believe primary school children are able to do these things to an extent that would allow them to return to school without putting others at risk and therefore ask they do not attend until the 10 days have passed.

(For your information staff may be able to return to work on day 8 if they have negative LFTs on day 6 and 7 subject to risk assessment that may involve amended duties. They would also be required to wear FFP2 masks at all times until day 10)

Students under the age of 5 with symptoms of COVID-19

Should self-isolate until they are well. There is no requirement to take a LFT or PCR test. Please contact the school on admin@cms.cardiff.sch.uk to inform us.

In order to be classed as well enough to return we ask that all students are:

1. **Well** in themselves (this in most cases will mean waiting at least 48hrs from symptom onset)
2. **Free from fever for 48 hrs** before returning
3. **Do not attend until 5 days have passed from the onset of a cough** (if you feel your child is well enough to attend school with their cough and they have not had a fever for 48 hrs you can choose to arrange a PCR test if you wish for them to return before the 5 days).

Close contacts of COVID 19 (Not Household)

In the event your child has been identified as a close contact of a COVID-19 case outside of their household or we have identified them as a close contact from a case arising in school:

- Students aged 5 and over do not need to isolate but will be **required to take LFTs every day before school until 10 days** since their last contact with the person who tested positive. This advice is in line with current government guidance.
- Students under 5 do not need to take LFTs but parents are asked to remain vigilant and keep them off school if they begin showing any signs of being unwell. If the contact has been significant then we ask you to *consider* not sending them to school for the 3-5 days following

their contact with the infected person (as this is the typical incubation period with most COVID19 strains)

(For your information vaccinated staff are also permitted to return to work if identified as a close contact (not household) of a covid19 case. They would be required to take LFTs every day and will be required to wear FFP2 masks at all times until day 10. Unvaccinated staff would be required to isolate for 10 days)

Household contacts of COVID 19

Given the highly transmissible nature of Omicron, **we are currently asking household contacts of COVID19 not to attend school until the person with COVID19 has ended self-isolation.** I.e. If the person in the household with Covid has had a negative LFT on day 6 and 7 and is ending isolation on day 8 then the student in the household can also attend school on day 8 but they must do a LFT every day before school (if aged over 5) until 10 days have passed since their contact with the positive case.

This element of the guidance goes above current recommendations. We have previously spoken to test and trace and were advised we were able to ask household contacts not to attend if we felt this was in the best interest of the school.

(For your information vaccinated staff who are household contacts of covid19 cases would be individually risk assessed to determine if they are required to work from home or permitted to return to work onsite. Where they are permitted to work on site they would be required to take daily LFTs, wear FFP2 masks and may have amended duties. Unvaccinated staff would be required to isolate for 10 days)

A Note about wider symptoms

*It is widely recognised that COVID19 can often present without cough, fever or loss of taste/smell. Sore throats, headaches and flu like symptoms can also be signs of covid. There are currently no testing requirements for these symptoms. However, **we ask parents not to send any child who is unwell to school regardless of which symptoms they exhibit until they are well.** When your child is well enough to return to school we would highly recommend that you do an LFT on them before they do to try prevent bringing COVID into the school.*

Preventative measure 2: Avoiding spread of COVID19

Isolating someone becoming unwell while at school

Students showing symptoms should be kept separate until they can be collected and taken home. The allocated room for this is the medical room. The staff member (usually the assistant from the class) will remain with the child at a distance of two metres where possible and wearing PPE. The window in the room is to be kept open. There are a number of books and wipeable toys the child may use when waiting for collection. The staff member will phone the office to let a member of staff know the child requires collection and will also inform the office of where the child has been so that cleaning arrangements may take place.

Surfaces the child has been in contact with will be cleaned and all children and staff in the group asked to clean hands.

Staff showing symptoms should go to the medical room. They should phone the office and inform them of their symptoms and where they have been that day so that cleaning arrangements may take place. They will be instructed to go home directly to isolate and get tested. They will wear PPE on exiting the school. In the event they need assistance any member of staff entering medical should wear PPE and remain two meters away as much as possible.

Hygiene and cleaning

COVID-19 is an easy virus to kill when it is on skin. This can be done with soap and running water or using a hand sanitiser. Children and staff will therefore be encouraged to clean hands regularly and at the following times:

- 1) when they arrive at school
- 2) when they return from outside
- 3) when they change rooms
- 4) before and after eating
- 5) after using the toilet.
- 6) Whenever possible before using communal rooms

Paper towels should be disposed of in a lidded bin and not allowed to overflow. Bins should be emptied daily.

The 'catch it, bin it, kill it' approach continues to be very important, all classes will contain tissues and bins for the disposal of tissues used for respiratory purposes.

The school is cleaned daily. This cleaning will include the wiping down of door handles, light switches etc. In addition to this cleaning of toilets and main areas will take place mid day. Teachers will also have cleaning sprays in cloths in class to wipe down surfaces often, In particular they will wipe down tables and chairs

Minimising contact between groups

Minimising contacts and mixing between people reduces transmission of COVID-19. This is balanced according to the level of risk against the benefits of allowing children to mix with a wider social circle.

As a general guide children in 2-6 will be kept separated from children in Elementary where possible. All students will generally mix mainly within their own classes only. This will be aided by having staggered start and end times to the day.

Staff will wear masks:

- in communal areas such as staff room and office and corridors
- in class that are not their base class
- at all times if unvaccinated (to be reviewed as risk levels alter)
- at all times when risk levels are high or where a staff members personal circumstances of preferences warrant this.

Staff must try to maintain a 2m distance from one another at all times.

Ventilation

CO2 monitors have been provided to all classrooms.

CO2 monitors should be placed:

- at head height when seated
- away from ventilation outlets, such as grilles or windows
- at least 0.5 m away from occupants (closer than this could give inaccurate readings)

The amount of CO2 in the air is measured in parts per million (ppm). A consistent **value under 800ppm**, does not require any action and implies that a space is well ventilated. Background ventilation should still be provided in order to maintain good air quality.

A **value over 800ppm** should be seen as an indicator of inadequate background ventilation and a need to increase the ventilation further. Where CO2 readings are between 800ppm and 1500ppm small interventions such as opening windows and doors should be adequate to bring levels below 800ppm. High level open windows will provide ventilation without causing draughts. It is important to remember that a small amount of continuous background ventilation should always be maintained, even when monitors display levels below 800ppm. Other local interventions to consider:

- 1) purge the classroom before and after each class / lesson by simply opening all windows
- 2) and doors fully for up to ten minutes
- 3) having doors or windows at opposite ends or sides of classrooms open rather than just one
- 4) or two centrally will provide better air flow circulation
- 5) limit learner numbers where possible
- 6) move activities such as dancing or singing to larger and/or better ventilated spaces

A **consistent value of over 1500ppm** CO2 concentration in an occupied space is an indicator of poor ventilation. Additional ventilation, mechanical or natural, should be considered if the readings are consistently over 1500ppm. Inform a member of the SLT in such cases.

Classes and common areas have also been fitted with HEPA filters in an effort to improve air quality.

PPE

Staff are not required to wear masks within their class. However, we recognise that some staff may choose to do so and support them in their choice. All staff should understand how to put on or remove PPE in the right order, safely dispose of the waste and use correct hand hygiene steps to reduce the risk of onward transmission of infection.

The list below covers when PPE may be required.

Routine activities

- **Vaccinated staff:** No PPE is required when undertaking routine educational activities in classroom or school setting but staff may choose to do so. However, staff must wear masks when in team meetings or communal areas such as the staff room or office. They must also wear masks if crossing into another classroom.
- **Unvaccinated staff:** At present unvaccinated staff are required to wear masks at all times. This will be reviewed periodically depending on risk levels of the pandemic.

Suspected COVID-19

- **Gloves, aprons and a FFP2** should be worn if a child or young person becomes unwell with symptoms of COVID-19 and needs direct personal care.
- **Eye protection** should also be worn if a risk assessment determines that there is a risk of splashing to the eyes such as from coughing, spitting, or vomiting.
- **Gloves and aprons and a FFP2** should be used when cleaning the areas where a person suspected of having COVID-19 has been.

Intimate care

- **Gloves and aprons** should continue to be used when providing intimate care to a child or young person. This can include personal, hands-on care such as washing, toileting, or first aid and certain clinical procedures such as assisted feeding.
- **Fluid-resistant surgical masks and eye protection** should also be worn if a risk assessment determines that there is a risk of splashing to the eyes such as from coughing, spitting, or vomiting.
- **Gloves and aprons** should be used when cleaning equipment or surfaces that might be contaminated with body fluids such as saliva or respiratory secretions.

Engaging with the Test Trace Protect (TTP) Strategy

All parents will be asked to confirm their willingness to engage in TTP prior to their child attending CMS. Any visitors to CMS will be asked to confirm the same on entry and be asked to provide their name, number and address that can be passed on if needed.

Test, Trace, Protect works by testing those people who have coronavirus symptoms, asking them to isolate from family, friends and their community while taking a test and waiting for a result. People can apply for a test for themselves or someone in their household with symptoms.

Review of policy dates:

Date of review	Reviewed by	Notes
02/2020	Esma Izzidien	
08/2020	Esma Izzidien	
02/2021	Esma Izzidien	
08/2021	Esma Izzidien	
01/2022	Esma Izzidien	