

Shropshire Council
Shirehall
Abbey Foregate
Shrewsbury
Shropshire SY2 6ND

Date: 29 May 2020

My Ref:

Your Ref

Dear Headteacher

A Message from Shropshire Council

I'm sure you are busy reviewing the guidance, FAQs and checklists already shared with yourselves from Council contacts regarding the extended opening of schools and we do not want to add to your workload, however we wanted to provide you an update on the evolving situation regarding managing any suspected or confirmed cases and outbreaks within an education setting.

1. Notifying PHE of COVID-19 situations

Colleagues in Public Health England and Shropshire Council are working very closely to ensure we can support all schools during this pandemic.

We would remind you to report suspected or confirmed cases of COVID-19 (coronavirus) to the Health Protection Team in Public Health England using the online reporting system available here: <https://surveys.phe.org.uk/TakeSurvey.aspx?SurveyID=n4KL97m2l>
Or by telephone to 0344 225 3560 (option 0, then option 2)

At the same time can you notify the Council via email
Shropshirepublichealth@shropshire.gov.uk or by telephone 01743 251234

2. Support and Process

Once a notification is received, the information will be risk assessed by the Public Health Team who will contact your setting, usually within a few hours. The team will want to understand the details of the suspected or confirmed cases, the local setting and details such as any vulnerable pupils, family members and staff who may need additional support. This will allow the team to offer support and guidance around testing, PPE, infection control measures, isolation requirements and any other relevant government guidance. Public Health England work collaboratively with the local public health team from Shropshire Council, and therefore both teams will be involved in supporting any outbreak as well as other partners in the NHS as required. This service is available 7 days a week, initially 9-6pm.

3. Data sharing

Schools will **only** be notified of a case in the community if it has a direct close contact with those in the school. The contact will be made via Public Health England. Confidentiality of cases and data sharing will be in line with Public Health England protocols.

4. Test and Trace

The NHS Test and Trace service is now up and running in England. Schools will be notified through Public Health England if a case in the community has had direct close contact with those in the school. If there are more than one case in a school Public Health England alongside Shropshire Council public health team will work with the school to manage the outbreak. This will include arranging additional tests where there is risk of COVID being transmitted. Testing capacity is sufficient to meet the needs of educational establishments in Shropshire.

Normal school medical intervention guidelines will apply and pupils will only be tested with parental consent, where applicable.

More information is available at <https://www.gov.uk/government/news/government-launches-nhs-test-and-trace-service> and details of how it works are at <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>.

Public Health England has published guidance that explains what you should do if the NHS Test and Trace service notifies you that you are a contact of a person who has tested positive for coronavirus and you do not live with that person. The guidance can be found here:

<https://www.gov.uk/government/publications/guidance-for-contacts-of-people-with-possible-or-confirmed-coronavirus-covid-19-infection-who-do-not-live-with-the-person>

We will continue to share more detailed information and guidance as it becomes available to support schools.

5. Resources

More information on teaching resources are available at the PHE website <https://campaignresources.phe.gov.uk/schools>

6. Symptomatic staff

Finally, we would like to remind you that if any teaching and support staff develop symptoms of COVID-19 they are eligible for testing via the essential worker scheme, which can be a home test kit or drive-through test appointment.

<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

The main symptoms of coronavirus are:

- high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)

- loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Anyone with symptoms should remain away from school for at least 7 days from when symptoms started. After 7 days, if the individual is well and has not had a temperature for 48 hours they do not need to self-isolate any longer. (Please note the cough and loss of sense of smell may persist for some weeks.)

Yours sincerely



Rachel Robinson
Director of Public Health
Shropshire Council



Karen Bradshaw
Executive Director of Children's Services
Shropshire Council