

## COVID-19 How to deal with symptoms in a member of staff or pupil in an educational setting

It is vital if a member of staff or pupil develops symptoms (high temperature, new continuous cough or loss or change to sense of smell or taste) that the school/educational establishment takes immediate action. **Please inform BCC Public Health by filling out this form at**

<https://forms.gle/SEu5SQQuSnLyfbjU6>

Use the following flowchart to determine what actions to take, as advised by Public Health England. Please note that this advice is subject to change.

If you are aware of a positive result for COVID-19 please phone PHE (Public Health England) on: **0344 2253560 option 0 option 2**

For general advice please contact BCC Public Health Division by email:(**using the subject heading: 'education support'**) [BCCCOVID19@birmingham.gov.uk](mailto:BCCCOVID19@birmingham.gov.uk)

If you require advice or guidance on Covid-19 issues please review the table below for useful telephone numbers and links:

Advice/Guidance	Email address:
General Advice:  BCC Public Health Division (using the subject heading 'education support')	<a href="mailto:BCCCOVID19@birmingham.gov.uk">BCCCOVID19@birmingham.gov.uk</a>
Public Health England:  Inform Public Health England of all positive cases of Covid-19 immediately	Call 0344 225 3560 option 0 option 2  <a href="https://www.gov.uk/guidance/notifiable-diseases-and-causative-organisms-how-to-report">https://www.gov.uk/guidance/notifiable-diseases-and-causative-organisms-how-to-report</a>
Ordering Tests:  Contact the NHS website.	You can call 119 or visit:  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/ask-for-a-test-to-check-if-you-have-coronavirus/">https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/ask-for-a-test-to-check-if-you-have-coronavirus/</a>
Infection, Prevention & Control Guidance: <ul style="list-style-type: none"> <li>• Cleaning</li> <li>• Social Distancing</li> <li>• PPE</li> </ul>	Please contact -  <a href="mailto:BCCCOVID19@birmingham.gov.uk">BCCCOVID19@birmingham.gov.uk</a>
Occupational Health Guidance:	Schools should contact their Occupational Health Service provider. If this is BCC you can reach them at <a href="mailto:Occupational.Health@birmingham.gov.uk">Occupational.Health@birmingham.gov.uk</a> .
Employment Guidance:	Pls contact your designated HR lead (either in BCC or external)

