

Hertfordshire County Council COVID-19 Case Reporting

Protocol for Early Years, Childcare and Childminder Settings (updated 20/8/20)

The purpose of this protocol is to advise settings on what to do if a child or adult is on or has been on site whilst potentially infectious with COVID-19.

The infectious period used is from 48 hours prior to symptom onset to 10 days after symptom onset for those with symptoms. For those who have been tested positive, but have not had symptoms, the infectious period is considered as 48hrs prior to the date the test was taken until 10 days after the test was taken.

The protocol must be used alongside the national guidance [Implementing-protective-measures-in-education-and-childcare-settings/coronavirus](#) issued to settings on dealing with an incidence of COVID-19 in an education setting and the public health flow chart below.

Cases of COVID-19 MUST be reported to the local authority whether these occur in an Early Years, Childcare or Childminder setting.



Notifying the local authority of initial symptomatic cases:

COVID-19 should be suspected in an individual with any one of the three main symptoms of COVID-19. These are a **new continuous cough** and/or **high temperature** and/or a **loss of, or change in, normal sense of taste or smell** (anosmia).

Where it is suspected that an individual in a setting may have COVID-19, the setting should follow the public health flow chart below and refer to nationally published guidance for education and childcare settings. This advises that a possible or suspected case should arrange a test through: www.nhs.uk/coronavirus or NHS 119.

The setting should report to the 24-hour Hertfordshire County Council Early Years Service on 01992 555770.

To notify Public Health England (PHE) of a positive case(s), please call the in the East of England on 0300 303 8537 (option 1). If the matter is not urgent you can also email eoecrc@phe.gov.uk.

Headteachers can contact the Hertfordshire Public Health Team for advice by emailing COVID-19IMTRota@hertfordshire.gov.uk.

Please note: **this is only for use by school and early years settings staff only** and it is not to be given to parents or students.

Public Health management of COVID-19 in Early Years, Childcare and Childminder Settings (20.8.20)

