

Student Coronavirus Information and Guidance: Re-induction onto Site

This document is in response to the DfE guidance for students to return to face-to-face education from the 27th August 2021. The College has a system of controls in place to mitigate any risk.

What will staff and volunteers do if they have any concerns about a student?

It is vital that staff act immediately on any safeguarding concerns.

1. Contact a member of the safeguarding team to discuss the concern.
2. Log the concern in CPOMS as soon as possible (by 4pm that working day at the latest).
3. If there are any concerns specifically regarding a student/staff member displaying symptoms of Covid-19 whilst on the College site. Please alert the 1st aid team (who can be contacted via the College office). A designated 1st aider will respond to the call out (in appropriate PPE). They will then assess the situation and take relevant action. The 1st aider will be supported by a Pastoral Director or a member of SLT.
4. Staff/students should use covidconcerns@wyke.ac.uk to record any concerns regarding Covid-19. This is an account that is tracked by the office team.

Safeguarding and Health and Safety guidance

- Engage in the College's asymptomatic testing process (including home testing).
- Avoid or minimise contact with individuals who have tested positive.
- Hand washing is crucial, please do so regularly for at least 20 seconds regularly throughout the day. Hand sanitisation does not replace hand washing.
- Hands, face, space.
- If you need to sneeze or blow your nose, please use a tissue and then put it immediately in a bin in line with 'Catch it, bin it, kill it' guidance.
- Please follow all hygiene practices outlined around college.
- Toilets will be cleaned regularly.
- Face coverings are a personal choice and no longer mandatory either at College or on the buses.

Please pay attention to signage around the site.



What happens if a student displays symptoms whilst onsite?

It is vital that all members of the College act immediately in this instance

If there are any concerns specifically regarding a student/staff member displaying symptoms of Covid-19 whilst on the College site, please alert the first aid team (who can be contacted via the College office or by dialling 0 from any College phone). A designated first aider will respond to the call out (in appropriate PPE). They will then assess the situation and take relevant action. The first aider . The person presenting symptoms will be taken to a safe and comfortable isolation room where they will receive care and support. All suspected cases of Covid-19 will be logged so that track and trace procedures can be implemented. Students will then be required to leave the site and test at home. The outcome of the test should be emailed to Covidconcerns@wyke.ac.uk.

What happens if a student returns a positive LFT when tested onsite?

If a student displays coronavirus (COVID-19) symptoms, or has a positive test, while at College they will be moved to a room where they can be isolated behind a closed door (depending on the needs of the student), with appropriate adult supervision if required. They will be moved to an area which is at least 2 metres away from other people. They should avoid using public transport and, wherever possible, be collected by a member of their family or household. Alternatively, if safe, they should walk, ride, cycle or drive wherever possible. If driving, they should try to be the only person in the vehicle but can share a car with their household or support bubble if necessary. They should open windows, wear a face covering and sit far away from others if sharing a car. They should not use public transport or a taxi or private hire vehicle to return home. In exceptional circumstances alternative arrangements may need to be organised by the setting.

What happens if a student returns a positive LFT at home?

Asymptomatic testing using home testing kits

Testing is important because you could be carrying the virus and may spread it to others. Testing all staff and students without symptoms will support the education sector to continue to operate. Simple and quick tests using antigen Lateral Flow Devices (LFD) enable the rapid testing of staff and students, from their home, without the need for a laboratory. This is opt-in but we would like as many staff/students as possible to be completing these tests to keep our college community safe.

Testing will help to break chains of transmission You will need to:

- carry out twice weekly testing at home (3 to 4 days apart) before coming into the education setting in the morning
- maintain 'hands-face-space'

IMPORTANT: Tests are only for the use of the person assigned the kits, they should not be taken by anyone else.

When you have completed the test, you will need to record the results on the [NHS test and trace site](#) and an internal Microsoft form. You must record your result every time, regardless of the outcome (either positive, negative or void).

If you receive a positive test, you should immediately self-isolate, register the result, [book a confirmatory PRC test through the normal routes](#), and let the college know about your absence by emailing Covidconcerns@wyke.ac.uk.

What are the main symptoms and isolation details?

We need all members of the College to stay alert and keep the College open.

Stay home if you have the virus or suspect that you have the virus.

Symptoms:

- 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.

Students, staff and other adults must not come into College if:

- They have one or more coronavirus (COVID-19) symptoms.
- They have had a positive test.
- They are required to isolate having recently visited countries outside the Common Travel Area.

You must immediately cease to attend and not attend for at least 10 full days from the day after:

- The start of your symptoms
- The test date if you didn't have any symptoms but have had a positive test (whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test)

If you suspect you have the virus or have tested positive you are asked to take a test and inform covidconcerns@wyke.ac.uk at the earliest possible opportunity. You can use the home tests that you have been provided.

What do I do if a test confirms that I have Covid-19?

If you test positive you will be required to stay away from College and isolate at home for 10 days following a positive test. Please contact covidconcerns@wyke.ac.uk to inform the college as soon as possible.

We want to look after everyone in our community during this difficult period.

- If anyone has any concerns about any ill treatment due to having had the virus or being in an at-risk group, please raise it with your Tutor or a Pastoral Director.
- Information about individuals infected will only be shared with the safeguarding team, the senior management team and those involved with our track and trace process. It will only be shared with anyone else if it is essential to protect the health and safety of others, permission will be sought prior to sharing the information with anyone else wherever possible.
- Anonymised information about potential risk of the virus on site may be shared more widely to protect the health of others.

Will I have to isolate if I come into contact with someone who tests positive?

It is no longer necessary to keep students in consistent groups ('bubbles'), and education settings will no longer be expected to undertake contact tracing. Close contacts will be identified via NHS Test and Trace.

You're not required to self-isolate if you live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:

- you're fully vaccinated
- you're below the age of 18 years 6 months
- you've taken part in or are currently part of an approved COVID-19 vaccine trial
- you're not able to get vaccinated for medical reasons

NHS Test and Trace will contact you to let you know that you have been identified as a contact and check whether you are legally required to self-isolate.

Vulnerable students

The general risk assessment has been updated for a return to site of our staff and students. A risk assessment for vulnerable and for extremely clinically vulnerable groups has been completed. These are available via the website. Please see below guidance on some of the key issues:

- If you have any concerns about studying onsite, please contact covidconcerns@wyke.ac.uk

What should a student do if they are unable to attend College due to Covid-19?

We understand the stress and uncertainty that the last few months has caused, and we will always act to ensure that all students feel safe and supported. We will treat all circumstances individually and make reasonable adjustments where appropriate. We are sympathetic to students who are anxious about returning and we will do everything we can to alleviate these concerns. We will also be following and adhering to government guidance in relation to attendance and our expectations.

Government guidance (in italics)

All clinically extremely vulnerable (CEV) students should attend their college unless they are one of the very small number of students under paediatric or other specialist care and have been advised by their clinician or other specialist not to attend.

The most important thing is to keep all staff and students safe. Any member of the College that is displaying symptoms must not enter the site and should follow the published College guidance. your attendance record will not be adversely affected during this period and remote working will be available for all courses for those students who are unable to attend due to self-isolation (please liaise directly with your teachers to get work). If you are isolating please could you email covidconcerns@wyke.ac.uk and describe your situation. Please make sure that all suspected/positive cases of Covid-19 are brought to our attention via covidconcerns@wyke.ac.uk this will allow us to implement an effective track and trace system.

There are a small number of students who are unable to attend due them having a serious medical condition. Students will be required to provide medical evidence in the form of a letter from a doctor or health professional. Appropriate reasonable adjustments will be made and formalised within an educational health care plan (for students with a plan) or via the College's Health Well-being and Fitness to Study process. Remote working will be available for all courses for those students who are unable to attend due to a serious medical condition. If you have any concerns relating to this then please contact Julie.Lynch@wyke.ac.uk to discuss this.

Are there any additional expectations on me as a result of Covid-19?

This section of the guidance will not be used as a stand-alone document and will always be read in conjunction with the behaviour management policy. It sets out the expectations of Wyke 6th Form College in light of the Covid-19 pandemic and the need for students to follow some additional rules when they attend College.

We expect students to:

- Tell a member of staff immediately if they are experiencing any symptoms of coronavirus or have a positive test.
- Email covidconcerns@wyke.ac.uk if you have any symptoms or are self-isolating for any reason.
- Follow the College instructions on safe personal hygiene, wash hands regularly, follow expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoid touching faces with hands.
- Hands, face, space.



- Not share any equipment or other items including drinking bottles;
- Move calmly around the campus.

Any deliberate attempt to break the safety guidelines, could be considered serious misconduct and will be dealt with in line with the College Behaviour Management Policy. Also, if, despite all appropriate support and guidance, a student repeatedly breaks these safety rules, the College may, implement disciplinary proceedings.

We will support you to adhere to the guidance by:

- Staff regularly reinforcing the College expectations.
- Explaining and reinforcing the hygiene rules sensitively.
- Putting up signs/posters/visual prompts throughout the College to remind students and staff of the new safety measures in place that should be followed.
- Having a talk to anyone policy, where students can speak to any member of staff if they are feeling concerned or anxious.
- Ensuring all of our usual systems for affirming students' good behaviours will continue, with a particular focus on **'Stay Alert, keep the College community safe'** and our College values such as 'Thriving in a caring community'.

How do we support student mental health?**Support is available:**

- We have a dedicated tutorial team to support you and help you if you have any concerns.
- Team of qualified mental health 1st aiders.
- There will be a structured Induction process to reintegrate into college, this will include how to access mental health support.
- We have an emotional wellbeing service that includes a College Counsellor and a Emotional Well-being Officer.
- We have a series of digital resources that all students can access.
 - Togetherall.com (formally The Big White Wall)
 - Kooth.com
 - Giveusashout.org
- We will continue to provide information about external support services and refer students where appropriate. Please see the poster at the end of this document for contact information.
- We have a student support wall (information centre located in the main atrium and opposite the tutor office, will be online soon). This includes information on how to access the above services along with support information on UCAS/jobs/apprenticeships, financial support, learning/curriculum Support and Safeguarding.
- All staff will be able to support you and direct you to the relevant information or team, please ask anyone if you have concerns.
- Rebecca Bolder the Safeguarding and Well-being Lead can be contacted for advice and guidance via rebecca.bolder@wyke.ac.uk.
- If you want to access the emotional well-being service to book meetings with either the counsellor or emotional well-being officer, then please email wellbeing@wyke.ac.uk.

Wyke Well-being Support

- One to one counselling service
- One to one well-being support
- Group support sessions
- Self-help materials
- Well-being sessions
- Digital support service
- External agencies

Please email

wellbeing@wyke.ac.uk



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We are really looking forward to welcoming you (back) into the College and we hope that you feel safe and secure whilst you enjoy your education. Please talk to any member of staff if you have any concerns or you are anxious, we are here to help.