

Bede Academy



COVID-19 Isolation Strategy

Context

Taking care of your mind as well as your body is really important if you are [staying at home because of coronavirus](#) (COVID-19).

Staff and students may feel worried about their health or those close to them. They may feel bored, frustrated or lonely. It's important for them to remember that it's OK to feel this way and that everyone reacts differently.

They should be reminded, for most of us, these feelings will pass. Staying at home may be difficult, but they are doing so to help to protect themselves and others.

There are things both staff and students can do while isolating to help them keep on top of their mental wellbeing and cope with how they may feel if they are staying at home.

The government has issued [wider guidance on staying at home as a result of coronavirus](#).

Staff should be issued with Appendix A of this strategy on point of isolation and isolating students (and parents) be signposted to it on the academy website.

Appendix A includes general advice to staff and students about mental health and wellbeing.

Requirement to isolate

Staff and students will be required to isolate in the following circumstances:

- They have tested positive for the coronavirus
- They or anyone in their home has:
 - a new continuous cough, and / or
 - a high temperature (of 37.8 degrees centigrade or higher), and / or
 - a loss of sense of taste or smell
- They are identified by the school track and trace procedures as being a close contact of a person who has tested positive for the coronavirus
- They have been contacted by NHS track and trace as being a close contact of a person who has tested positive for the coronavirus. (If a notification is received from the track and trace app then this should be discussed with Mr Thelwell).

It is vitally important that nobody attends the academy site if they are displaying COVID-19 symptoms. In the event of symptoms emerging, staff and pupils must contact 111 for advice, and also inform the academy, using this email address:

covidreporting@bedeacademy.org.uk.

This then enables the senior team to take action where there has been contact with other members of the academy.

Support for isolating staff

Once a member of staff has either reported testing positive or been identified as a close contact of a person who has tested positive the following support will be put into place.

- If in the academy and required to isolate, the staff member will be spoken to by Mr Thelwell (or in his absence Mrs Normanton or Mr Elsworth) where the close contact will be explained.
- A copy of Appendix A to this strategy will be shared with the member of staff at that stage or within 24hrs by Mr Smith via email.
- Within 72 hours contact will be made via email by Mr Smith to check on welfare and well being and to offer support.
- If issues are apparent Mr Smith to obtain contact details from Mrs Parkin or Mrs Groom and call to offer further support.
- Upon return to the academy, the member of staff will be spoken to by Head of Department or line manager to check upon welfare. Any identified issues to be referred to Mr Smith.

Support for isolating students

Once a student has either reported testing positive or been identified as a close contact of a person who has tested positive the following support will be put into place.

- If in the academy and required to isolate, the student will be collected by first call or pastoral staff and accommodated in a separate classroom [with others isolating] until contact can be made with home.
- A call will be made immediately to parents where arrangements will be made for the pupil to be collected or consent obtained to send them home. The close contact will be explained (although the person who has tested positive will not be identified), the duration of isolation and return date to school will be identified. Parents will be reassured that no other members of the family need to isolate and the student should only be tested if they themselves become symptomatic. Instructions will be given that school work will be available daily via the Google Classroom platform. A note will be made of any identified IT issues which will then be communicated to Mr Read.
- After each instance of a positive test a composite spreadsheet with names and contact details of isolated students will be updated.
- Academic Team will contact all isolating students within 48hours with Google Classroom instructions and support.
- Mr Smith to regularly liaise with staff (including those isolating themselves, if not unwell) to encourage calls to be made home within the first 7 days to check on the student's wellbeing. Any identified issues to be communicated to the welfare team in the normal way (Cause for Concern via Schoolpod)
- Mr Smith to check the spreadsheet daily and allocate calls to welfare and pastoral teams where no other contact has been made.
- During calls home reference should be made to Appendix A of this document which is available on the welfare page of the academy website.



Appendix A (Staff)

Please remember that although you have been asked to isolate, you are not alone. If you need help with obtaining provisions or even if you would like to chat please do not hesitate in contacting a colleague, your Head of Department, any member of the Senior Team or the Welfare Team. You can also make a call, in confidence, to Care First. Care first Lifestyle is an online solution provided by Care first. All access is confidential. All content is available to you as part of your Employee Assistance Programme funded by ESF. You can access this service by calling 0800174319

Although you need to isolate, other members of your household don't. You do not need to get a COVID test unless you become symptomatic. If you do get symptoms then following a positive test you will need to isolate for 10 days and the rest of your household for 14 days from the date of the positive test. Please notify the academy if this happens. If you are well, you may wish to contact some of our isolating students to offer support. If you do so please update the list below.

https://docs.google.com/spreadsheets/d/10vWsnSx8w6HtSK2N9Jt4kKOIlc_bFpMnhnyWTfp3ieY/edit?usp=sharing

Looking after your mental health and wellbeing during periods of isolation is vital, the following basic steps will help in that regard:

- Plan practical things

If you're unable to get to the shops, work out how you can get any household supplies you need. You could try asking neighbours or family friends, or find a delivery service. Continue accessing treatment and support for any existing physical or mental health problems where possible. Let services know you are staying at home, and discuss how to continue receiving support. If you need regular medicine, you might be able to order repeat prescriptions by phone, or online via a website or app. Contact your GP and ask if they offer this. You can also ask your pharmacy about getting your medicine delivered, or ask someone else to collect it for you. If you support or care for others, either in your home or by visiting them regularly, think about who can help out while you are staying at home. Let [your local authority \(England, Scotland and Wales only\)](#) know if you provide care or support someone you do not live with. Carers UK has further advice on creating a contingency plan.

- Stay connected with others

Maintaining healthy relationships with people you trust is important for your mental wellbeing. Think about ways to stay in touch with friends and family – by phone, messaging, video calls or social media

- Talk about your worries

It's normal to feel a bit worried, scared or helpless about the current situation. Remember: it is OK to share your concerns with others you trust – and doing so may help them too.

If you cannot speak to someone you know or if doing so has not helped, please contact the welfare team at the academy bawelfare@bedeacademy.org.uk

- Look after your body

Our physical health has a big impact on how we feel. At times like these, it can be easy to fall into unhealthy patterns of behaviour that end up making you feel worse.

Try to eat healthy, well-balanced meals, drink enough water and exercise regularly.

If you are staying at home, you could try exercising indoors, as there are lots of free online classes.

- Stay on top of difficult feelings

Concern about the coronavirus outbreak and your health is normal. However, some people may experience intense anxiety that can affect their day-to-day life.

Try to focus on the things you can control, such as how you act, who you speak to and where you get information from.

It's fine to acknowledge that some things are outside of your control, but if constant thoughts about the situation are making you feel anxious or overwhelmed, try some [ideas to help manage your anxiety](#).

- Do not stay glued to the news

Try to limit the time you spend watching, reading or listening to coverage of the outbreak, including on social media, and think about turning off breaking-news alerts on your phone.

You could set yourself a specific time to read updates or limit yourself to checking a couple of times a day.

Use trustworthy sources – such as [GOV.UK](https://www.gov.uk) or the [NHS website](https://www.nhs.uk) – and fact-check information from the news, social media or other people.

- Carry on doing things you enjoy

If we are feeling worried, anxious, lonely or low, we may stop doing things we usually enjoy.

Make an effort to focus on your favourite hobby if it is something you can still do at home. Or start a new hobby: read, write, do crosswords or jigsaws, bake, or try drawing and painting. Whatever it is, find something that works for you.

If you cannot think of anything you like doing, try learning something new at home. There are lots of free tutorials and courses online.

You can still stay social at home by joining others online: book clubs, on-line quizzes and music concerts are just a few of the things to try.

- Take time to relax

This can help with difficult emotions and worries, and improve our wellbeing. [Relaxation techniques](#) can also help deal with feelings of anxiety.

- And get good sleep

Good-quality sleep makes a big difference to how we feel, so it's important to get enough.

Try to maintain your regular sleeping pattern and stick to good sleep practices.

Main symptoms

The main symptoms of coronavirus are:

- a **high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a **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)
- a **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

Most people with coronavirus have at least 1 of these symptoms.



Appendix A (Students)

Please remember that although you have been asked to isolate, you are not alone. If you need help with your school work or would benefit from speaking to a teacher, contact them with a message on your Google Classroom if you are feeling anxious or worried get your parents to contact the Welfare Team (bawelfare@bedeacademy.org.uk) and they will give you a ring.

Although you need to isolate, other members of your household don't.

You do not need to get a COVID test unless you become symptomatic.

If you do get symptoms then following a positive test you will need to isolate for 10 days and the rest of your household for 14 days from the date of the positive test your parents will need to notify the academy if this happens.

Looking after your mental health and wellbeing during periods of isolation is vital, the following basic steps will help in that regard:

- Plan your time

Creating and sticking to a routine can really help you to maintain a sense of structure and normality, and stop the days from dragging on and on. It's not a holiday, it's a weird version of normal life, so structure helps.

Different people will prefer different amounts of structure so feel free to experiment and find what works for you. Maybe you love a colour coded hour-by-hour plan? Or maybe yours looks more like 'get up by 9am, make sure I get dressed, eat three meals and do 2-3 hours of work every day'? Both are great. Make your weekends different from weekdays too, allow yourself a lie in or a treat.

When you are staying at home, you could try exercising indoors, as there are lots of free online classes.

- Make an isolation "bucket-list"

Get together as a family and make a 'isolation bucket list' filled with ideas for fun things you'd like to do, then tick them off. They could be simple things like particular movies you want to watch, fun things like running a 'restaurant night' or a games night in your home, or silly things like making a blanket fort in the living room.

Quarantine Bucket List



This example is by blogger and Queen of family fun, Kelle Hampton, you can download the full printable by joining her mailing list. Or use it as inspiration to create your own.

- Have a specific work place

If you have enough room, try to have a specific space for studying, away from where you relax so that you can separate 'work' and 'life'. If this isn't possible, at least make sure to pack up all your work things when you finish a session.

- Be kind to yourself

Cut yourself some slack when you don't manage to do all the things you plan to. We know families are juggling work and childcare, many are feeling anxious, many are unwell. Your wellbeing is a higher priority to us than homework.

- Screen free activities

Painting, drawing, reading, cooking, putting on a play or a monologue, gardening, sewing, playing board games, photography, jigsaws, mending things, playing a musical instrument, Lego, dancing, walking, running... All these things are great stress busters and lots of fun too. What would you add to the list?

- Expect ups and downs

This new situation is going to take some getting used to, and people are going to react in different ways. You (and the people around you) will have good days and bad days. If you're feeling hurt, grief, anger, sadness, exhaustion, a sense of loss - that's ok. Feel those feelings.

Allow yourself to look for and to create positives too. Count the ways you are lucky. Notice the ways the community is coming together to support each other, or find a way to help someone else. Lose yourself in creative activity or your favourite comedy show.

- Remember – one day is will be back to normal

The day will come when we can all get back to normal life, come to school, gather with friends, and look back on all of this. Maybe we'll have gained new perspectives and learned new things that might make some positive changes in our lives. Maybe we'll just be breathing a sigh of relief. Every day we go through is one day closer to the end. Hang in there.

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