**Bradford District - Home Testing for Primary and Nursery Schools**

**22nd January 2021**

This document is to provide guidance to Primary and Nursery schools implementing the LFD testing process for staff at home.

General Principles

* Schools and settings can begin twice - weekly rapid testing of staff when they have:
  + Received their allocation of testing equipment.
  + Accessed all appropriate training materials published by the DfE.
  + Ensured appropriate consent has been received (as this is voluntary, individuals may choose not to take part in testing).
  + Distributed sufficient kits to staff for 3 to 4 weeks of testing.
* It is the Council’s position that a local response is put in place that supports the delivery of testing in schools, but in a way that enhances the established system that the Council’s health, education departments and school leaders have developed.
* The principles for a safe and effective roll out to maximise staff and pupil welfare and education are:
  + To build on, rather than replace, the public health Covid response. This involves continuing with the stepped levels of response and support for schools from single cases to managing suspected outbreaks in schools.
  + This is why we are strongly recommending twice - weekly testing of staff only.
  + Contacts of pupils or staff who test positive all need to self-isolate for 10 days (as set out in law). Contacts must self-isolate regardless of any negative result from LFD testing.

**The Council have carefully considered this position and, having sought the advice of public health officials locally, strongly recommend that schools proceed with:**

* **Twice weekly testing of staff only.**
* **Continuing to ensure close contacts of positive cases self-isolate for 10 days.**
* **Ensuring a positive test result is followed up by a confirmatory PCR test as soon as possible.**
* **Staff with a negative result continue to stringently follow all PHE advice, particularly:**

**HANDS – FACE – SPACE.**

Overleaf are details to consider for the implementation of a testing programme

**(Update: Please note as of 21/01/21 the DfE have released training materials on to the Primary School document sharing platform on Google**)

**Operational Issues**

Schools should access all materials provided by the DfE, particularly the “How to Guide” and the two webinars. These will be available on the Primary School document sharing platform. This should be seen as the Standard Operating Procedure (SOP). It provides all the information required to train staff and run testing safely and successfully.

A pilot has been run in a large secondary school in the city. The following advice includes some of the lessons learned:

**Logistics of testing in schools:**

* Ensure all members of staff are clear about the programme. **Remember the aim is to reduce the number of asymptomatic staff in school**.
* All staff involved should access all the DfE documents:
  + “How to Guide”
  + The newest version of the “Instructions for Use” – the one WITHOUT a picture on the front.
  + Video of “How to administer a test”.
  + School should ensure they have checked for all information on the Document Sharing Google webpage:
* <https://drive.google.com/drive/folders/1X4fLxy6_ppmpmKrv3hT2M6cduAN_GS54>
* Ensure a suitable risk assessment is in place.
* Identify the staff to be involved and ensure they access the appropriate training materials/webinars. Record this information.
* Ensure consent is gained. (The pilot school used the template document from the DfE and adapted it to a Google doc which could be emailed to staff).
* Plan a timetable for staff testing on a weekly rota. Each member of staff should test themselves twice a week, each test 3 to 4 days apart. Distribute enough kits to each member of staff, sufficient for 3 to 4 weeks. Record this on the Test Kit Log.
* **The Council and local PHE strongly recommend that testing is best done in the morning before attending school** because:
  + The test is better taken on the morning of the work day to ensure less of a chance of someone becoming infectious between the time the test was taken and their actual presence in the school (e.g. 12 hrs from 7pm Sunday to 7am on Monday in which time infection could develop).
  + PHE would still include the whole of Friday as part of the 2-day count back over a weekend, to ensure caution and accuracy in identifying close contacts.
* All results (Positive, Negative or Void) should be recorded appropriately, using the online/telephone system and the in-school system (a template is available for in-school use).
* Void tests should also be recorded. If a staff member has two void tests they should self-isolate and take a PCR test to confirm.
* **Ensure that:**
  + **any positive cases using the LFD are isolated along with close contacts and ensure a follow up confirmatory PCR test is completed.**
  + **If PCR is positive the person and close contacts continue with 10 day self-isolation.**
  + **If PCR is negative the person and contacts are released from self-isolation provided they have no symptoms.**
  + **Positive cases should continue to be reported to the council using the 01274 431000 (Option1) contact centre number.**
* **Finally – Don’t Panic!** Staff in secondary reported that though it seems a little daunting at first, the reality was actually quite manageable. Please be under no rush to begin, only do so when you are confident all the systems and routines required are in place.