

Sutherland Education safe plan for Pandemic situations

This SE plan is written for homestays who are going to host international students throughout exeat weekends, half-terms, long holidays, term-times, school suspensions

SE monitors the situation regularly and follows the advice of Public Health England (PHE) on for educational settings, AEGIS and the Department for Education.

The SE homestay guardian should be prepared to keep the student under their care in their home should they themselves, any family members or the student be presenting positive symptoms. The guardian should then follow PHE advice for themselves and other family members.

- We urge you to have an individual house plan in place in preparation for you, family members or your student falling ill. Please explain this to your student when they arrive. Please ensure you have sufficient cleaning products, soap, tissues and have a general plan in place following the UK government guidance on pandemia
- A reasonable amount of laundry should be done or a washing machine made available for the student
- Your student should be given cleaning and disinfectant to use in the bathroom/kitchen and should be encouraged to clean it regularly after use

1. Your student whilst at school

SE normally will not knowingly accept a student with Covid-19 symptoms and would not ask a homestay to look after them if they had any symptoms (unless agreed otherwise). We follow Public Health England advice and are therefore avoiding moving a symptomatic student from their household unit, however, if Schools also follow Public Health England advice and should provide isolation on school premises for such students. If Schools do not have isolation premises, SE will do their best to accommodate a symptomatic student is a homestay who agrees to host such a student. SE carries out a Risk Assessment first and decides whether such an arrangement is acceptable.

2. Your student whilst in your house

Although we do not accept symptomatic positive students with a contagious illness in our homestays (unless agreed otherwise) you should be prepared for the situation that your student might present with symptoms once they arrive at your house.

Please note that if a student shows symptoms while they are with you, we would not have any other place to accommodate them.

If a child presents with symptoms while staying with a guardian then the guardian will take full care of the student and will arrange for appropriate medical assistance. Sutherland Education will instigate the proper testing and isolation procedures and will continue to take care of and accommodate the student until they are given the all-clear, or admitted to a medical facility.

If your student presents with possible symptoms of contagious infection, however mild, please follow these instructions:

- Inform Sutherland Education by calling our office number on 0203 808 3800 or our emergency number 07774 646886
- You do not permit your student to leave your home from when their symptoms started. (This action will help protect others in your community while they are infectious).
- All other family members should also then stay at home from the date that symptoms were first noticed in the student (or anyone else within the house).
- SE will assist you with booking this test via the NHS, if required
- Ask your student to stay at least 2 metres away from other people in your home if possible
- Your student should have a single room available to them should they fall ill and this should be kept well-ventilated
- Your student should stay out of shared spaces such as the kitchen when others are present and take food to their room to eat
- Your student should ideally have their own bathroom to use, but if this is not possible, they should be asked to clean the surfaces and toilet each time they use it. Please have cleaning items available to them and show them all these when they first arrive
- All family members, including your student, should wash their hands regularly for 20 seconds, each time using soap and water, or use hand sanitiser
- Consider using face coverings indoors
- Coughs and sneezes need to be caught in tissues and tissues or other infectious waste should be double-bagged and left outside separately from other waste for 72 hours before disposing of in your normal waste bin
- Ask your student to stay away from vulnerable individuals, such as the elderly and those with underlying health conditions, as much as possible
- If your student's symptoms worsen during home isolation or are no better after 7 days, contact NHS 111 online. If you have no internet access, call NHS 111. For a medical emergency dial 999. Also contact Wioletta at the Sutherland Education office on 020 3808 3800 or Andrew on 0777 4646 886

3. In the event of a school closure:

SE will continue to follow the advice of the Department for Education and Public Health England. The procedure for guardianship organisations is set out below:

Healthy students must as soon as is practicable either:

1. a) return home
2. b) be looked after by their parents
3. c) be looked after by another responsible adult (family friend/relative 25 years+)

SE will support the school with the student's forward planning, providing they have not been to, come from or had contact with anyone from an affected area, by providing homestay accommodation for healthy students, while they make alternative accommodation arrangements. This may be with their regular long term homestay guardian or with an alternative homestay guardian.

If students at the affected school are presenting with positive symptoms of contagious infection and are waiting for test results, SE will not to accommodate those students (unless agreed otherwise). Any such student will have to remain in school's isolation provision, until they receive the all-clear, or are admitted to a medical facility. If a student receives a negative test result, we will then accommodate them as per above, pending their return home or being cared for by family or friends.

If you have any concerns, doubts or additional questions then please do not hesitate to contact us via email or telephone on 020 3808 3800 or 0777 4646 886.

Procedure reviewed 14th August 2025

Responsibility: Andrew Sutherland