**Flowchart for Schools Employees-**

**Return to work availability of vulnerable staff**

**Employee who is Extremely Clinically Vulnerable (previously called Shielded)**

Employee is Extremely clinically Vulnerable (i.e. shielded) and has letter from doctor or NHS confirming this. You can ask to see this letter.

The Employee should not come into the school and should remain at home, working in their role or other home based role

 **Employee who is Clinically Vulnerable**

Employee meets at least one of the following criteria:

* aged 70 +
* under 70 with an underlying health condition listed below (that is, anyone instructed to get a flu jab as an adult each year on medical grounds):
* chronic (long-term) mild to moderate respiratory diseases, such as asthma, chronic obstructive pulmonary disease (COPD), emphysema or bronchitis
* chronic heart disease, such as heart failure
* chronic kidney disease
* chronic liver disease, such as hepatitis
* chronic neurological conditions, such as Parkinson’s disease, motor neurone disease, multiple sclerosis (MS), or cerebral palsy
* diabetes
* a weakened immune system as the result of certain conditions, treatments like chemotherapy, or medicines such as steroid tablets
* Body mass index (BMI) of 40+
* pregnant women

Working from home is possible

Working from home is **not** possible

The employee should remain at home, working in their role or other home -based role

The employee should be offered the safest on-site space to work from where social distancing can be followed. A risk assessment should be completed.

An employee can chose to do work which does not follow social distancing guidelines. A risk assessment should be completed. OH Advice can be sought if necessary.

**Process for an employee who lives with someone either Clinically Vulnerable or Extremely Clinically Vulnerable (Shielded)**

Employee is **not themselves** Clinically Vulnerable or Extremely Clinically Vulnerable but a member of their household does fall into one of those categories

Household member is Extremely Clinically Vulnerable

Household member is Clinically Vulnerable

Employee should only come into the school if **stringent** social distancing can be followed

Stringent Social Distancing can be followed

Employee can return to work in school

Stringent Social Distancing **cannot** be followed

Employee continues to work from home

Employee can go into work and follow normal social distancing and public health guidelines