

# COVIDSafe Plan



## Our COVIDSafe Plan

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Guidance	Managing a COVID-19 case at Iona College.
Requirements	Action
<p>Staff members and Students must get tested at the first sign of symptoms.</p> <p>If a Staff member or Student who has tested positive for COVID-19, has attended the college during their infectious period, they must inform the college as soon as possible.</p>	<ul style="list-style-type: none"> <li>- If a student or staff member tests positive to COVID19, either through RA test or PCR test:               <ul style="list-style-type: none"> <li>o they must isolate at home or in private accommodation for 7 days (inclusive of weekends) and do not attend school during this period</li> <li>o They must inform the college that they have tested positive to COVID-19</li> <li>o A negative test is not required to return to the college following completion of 7 days of isolation.</li> <li>o The college will report positive student cases via the notification form on CEVN.</li> <li>o Staff members must report a positive test result and submit a leave request.</li> <li>o The college will notify the school community that there has been a case at the school.</li> </ul> </li> <li>- If a student or staff member is a household contact or household-like contact they are no longer required to quarantine. They must:               <ul style="list-style-type: none"> <li>o Notify the college that they are a household or household-like contact and that they are attending school during the 7-day period.</li> <li>o Follow the <a href="#">checklist for COVID contacts</a>.</li> <li>o Undertake rapid antigen testing 5 times within the 7-day period.</li> <li>o Wear a face mask at school when indoors during the 7-day period, unless they have a valid exemption.</li> <li>o If symptomatic, stay/return home, take a rapid antigen test, or get a PCR test if RA kit is unavailable.</li> </ul> </li> <li>- If a student or staff member has been in contact with a case of COVID-19, including at the college or at work, they must:               <ul style="list-style-type: none"> <li>o If asymptomatic, students and staff should continue to attend school and monitor for symptoms.</li> <li>o If symptomatic, all students/staff must stay/return home, take a rapid antigen test, or get a PCR test if a rapid antigen testing kit is unavailable.</li> <li>o On receipt of a negative test result, and if well enough, the student/staff member can return to school.</li> </ul> </li> </ul>

	<p><b>Rapid Antigen Testing</b></p> <p>Free rapid antigen tests will be made available for all staff and students in Victorian schools for the first four weeks of Term 2 2022. Rapid antigen testing will be voluntary for all students and staff.</p>
Identification and notification of workplace contacts	<ul style="list-style-type: none"> <li>– School principal will follow the steps as set out in the School Operations Guide: <i>Management of confirmed cases and household contacts at school</i> and <a href="#">Checklist for COVID contacts</a>.</li> <li>– Administration staff will be able to provide visitor, contractor, staff and student records from the period of 48 hours prior to the onset of symptoms in a suspected case of COVID-19.</li> <li>– Education contact tracing is no longer a requirement, and daily notification is provided to the college community where a student or staff member has (or multiple students or staff members) have returned a positive COVID-19 test result and had attended the school.</li> </ul>
Cleaning requirements	<ul style="list-style-type: none"> <li>– Protocols have been established to self-manage the exposure in line with public health guidance. Mandatory deep cleaning and Departmental ‘clearance’ is no longer required.</li> <li>– The college will on a case-by case basis undertake a routine clean in the event of a positive case in the workplace and utilise the <a href="#">CECV Infectious Cleaning Guidelines</a> developed in conjunction with the Victorian Department of Education and Training and the DH (where necessary), and follow specialist advice from DH, where provided.</li> <li>– Potential closure and re-opening in the event of an outbreak to occur alongside specialist advice from DH who may be in contact.</li> </ul>
<b>Guidance</b>	<b>Vaccination Requirements</b>
<b>Requirements</b>	<b>Action</b>
COVID-19 vaccination is mandatory for staff who work in schools.	<p><b>School staff</b> are required to have received three doses of a COVID-19 vaccine unless a medical exemption applies.</p> <p>Staff required to be vaccinated, but unable to receive their third dose by the nominated deadline because they were recovering from a recent COVID-19 infection, have an additional four months from the end of their isolation period to receive their third dose. Staff should note, following the expiry of their temporary medical exemption, they will have a maximum of two weeks to receive their third dose.</p> <p>Processes are already in place to record the vaccination status of employees in Personnel Record System (PRS) or eHR/My HR, and other workers prior to commencement of employment.</p> <p><b>Other workers</b> performing work on school sites must be fully vaccinated against COVID-19 or have a valid medical exemption.</p> <p>Examples of <b>other workers</b> in an education context include:</p> <ul style="list-style-type: none"> <li>– persons contracted to work at an educational facility, and who will or may be in close proximity to children, students or staff, whether or not engaged by the education operator including casual relief teachers, NDIS providers and auditors (but does not include delivery personnel)</li> <li>– staff of diocesan education offices who attend an educational facility (e.g. allied health personnel) except where you are advised that equivalent processes exist at a diocesan level.</li> <li>– staff of any other entity who attend an educational facility</li> <li>– volunteers who attend an educational facility and work in close proximity to children, students or staff (including parent helpers)</li> <li>– students on placement at an educational facility</li> </ul> <p><b>Employees who are unvaccinated or have an unknown vaccination status are not allowed to attend on site.</b></p>

	<p><b>Vaccination requirements – Visitors</b> Parents, carers and other adult visitors are no longer required to show evidence of two doses of a COVID-19 vaccine if not performing work or volunteering at the school.</p>
<b>Guidance</b>	<b>Action to reduce the risk of COVID-19 transmission</b>
<b>Requirements</b>	<b>Action</b>
<b>Face Mask Requirements</b>	<p>As directed by the Minister of Health, from 11:59pm on 22 April 2022 face masks are not required in any school settings.</p> <ul style="list-style-type: none"> <li>– Any students or staff members who wish to wear a mask may do so, including those who are medically at-risk.</li> <li>– Face mask posters are no longer required.</li> </ul> <p>Face Masks are required in the following scenarios:</p> <ul style="list-style-type: none"> <li>– Household contacts attending school are required to wear face masks indoors unless they have a valid exemption.</li> <li>– Staff and Students must wear a face mask when travelling on public transport, taxis or ride share vehicles.</li> </ul> <p>Limited supplies of disposable face masks are available on site.</p>
<b>Non-classroom-based activities, including camps</b>	<p>In planning for all non-classroom based activities (such as school assemblies) and extracurricular activities, including camps, excursions, other out-of-school activities, incursions and learning activities such as sport (including swimming), music and the arts, schools must conduct a risk assessment to consider the following:</p> <ul style="list-style-type: none"> <li>– Limiting activity to the smallest possible cohort size (e.g. a single class group, or single school; or smallest possible group or number of schools for interschool activity)</li> <li>– Holding the activity in outdoor spaces or large indoor spaces that allow greater physical distancing</li> <li>– Considering the non-participation of persons (staff or students) at higher risk of severe disease from COVID-19 (e.g. who are immunocompromised or have significant co-existing medical conditions)</li> <li>– Staggering of groups who participate in the activity</li> </ul> <p><b>School Camp</b></p> <ul style="list-style-type: none"> <li>– Prior to a student attending a camp or overnight stay, parents/carers must be informed about the COVIDSafe measures that will be in place during the camp or activity and must provide permission for their child to attend.</li> <li>– Parents/carers must be informed that if a confirmed or probable case is present at the camp while infectious, others attending the camp may be identified as household-like contacts. This will depend on the sleeping, living and dining arrangements in place at particular campsites.</li> <li>– Household-like contacts are still permitted to participate in camp as long as they wear a mask when indoors (unless they have a valid exemption) and complete 5 rapid antigen tests within the 7-day period that would have been their quarantine period.</li> <li>– A household-like contact attending camp during this period must notify the educational facility they are attending under these requirements.</li> <li>– Secondary school students are strongly encouraged to conduct rapid antigen testing at camps consistent with the twice-a-week schedule for mainstream schools and each school day for specialist schools. Secondary school students should test at home on the morning of the camp and then, if the camp is longer than three days, only once on the morning of day four.</li> </ul> <p><b>Other Activities</b></p> <ul style="list-style-type: none"> <li>– Interschool Activities including staff and students from different schools are permitted</li> <li>– School community events are permitted</li> <li>– School facilities can be used by the community, including for hire.</li> </ul>

	<ul style="list-style-type: none"> <li>○ When hiring out school facilities, vaccination information is only collected for workers and volunteers working for or on behalf of the school.</li> <li>○ Schools are no longer required to collect proof of vaccination from external providers who use or hire school facilities outside normal school hours.</li> </ul>
<p><b>Improve indoor air quality</b></p>	<p>Improving indoor air quality can reduce the risk of COVID-19 transmission in the workplace.</p> <p>This can be improved by:</p> <ul style="list-style-type: none"> <li>– Adjusting the settings on heating, ventilation and air conditioning (HVAC) systems or air conditioning units to increase the proportion of outdoor air.</li> <li>– Air purifiers are prioritised for higher risk areas. These areas include where high levels of mixing of staff and reduced mask use when eating, higher levels of exertion and increased aerosol projection, and areas of lower ventilation and possible exposure to illness. For example, sick bays, staff rooms, canteens, school receptions and student centres, gymnasiums and music rooms.</li> <li>– Turn on mechanical ventilation, where available and practicable, is to run systems during school hours including when rooms are unoccupied, and if possible ideally 2 hours before and after the use of a space. Where available, timers can be used to manage operation.</li> <li>– Air recirculation should be eliminated or minimised by setting air conditioning units to use external air rather than recycling, where possible.</li> <li>– Air conditioning filters should be maintained according to maintenance plans, checked and cleaned with appropriate PPE.</li> <li>– Group activities have been rearranged to occur outdoors or in large indoor spaces where possible.</li> <li>– Staff are being encouraged to open windows and doors to promote airflow where possible.</li> <li>– Aim to open windows and vents that are higher or towards the ceiling during poor or windy weather.</li> <li>– Take measures to maintain thermal, noise and other comfort, such as flexible uniform and seating arrangements.</li> <li>– Using more than one ventilation method creates greater opportunity to create a comfortable learning environment and maximising ventilation.</li> <li>– For more information: <a href="#">School Operations Guide</a>.</li> </ul>
<p><b>Provide guidance to staff on good hygiene practices and slowing the spread of coronavirus (COVID-19).</b></p>	<ul style="list-style-type: none"> <li>– All staff are aware of infection control precautions: <ul style="list-style-type: none"> <li>○ Avoid people with fevers, sweats, chills or flu-like symptoms.</li> <li>○ Use hand sanitiser between classes and after contact with commonly touched surfaces.</li> <li>○ Maintain good cough etiquette.</li> <li>○ Do not touch, kiss or hug others.</li> <li>○ Use disinfectant wipes to clean computers and desks between different users and at the end of the day.</li> </ul> </li> <li>– Density quotients no longer apply for staff or areas accessed by the general public (i.e. reception areas). Staff attending the college are encouraged to maintain physical distancing, where possible (i.e. work areas, internal meeting rooms, staff rooms).</li> <li>– Staff and adult visitors are being briefed to follow physical distancing rules: <ul style="list-style-type: none"> <li>○ Remain at least 1.5 metres from other individuals wherever possible.</li> <li>○ Only have one person in small work areas.</li> <li>○ Hold meetings outside in the open air if possible.</li> <li>○ Always use good hand and cough/sneeze hygiene.</li> <li>○ Don't share food or drinks in the workplace.</li> <li>○ Staff should reduce as far as possible the use of common areas such as staff rooms.</li> <li>○ Staff should eat and drink outside wherever possible and practicable.</li> </ul> </li> </ul> <p>For more information: <a href="#">Guidance on hygiene and physical distancing</a>.</p>

