

Covid-19 Exposure Event Process

Term 1, 2022

The following guidance shows how we will deal with Covid-19 exposure events in school. This comes directly from the ARPHS (Public Health).

There is a more extensive guide with lots of letter templates sitting in the background too. The key people for managing the process are:

Alex Reed – co-ordination, communication with health authorities, media and parents
Lisa Jones – student vaccination data / student testing
Nicki Williams – communications

Everyone, though, has a role. You will notice that the structures here build on those we already have in place for Crisis Management.

Kieran Verryt / Sian Coxon – College / Primary student-level data and communications
Jon Horne – logistics, support for/work alongside Alex Reed
John Wilson – cleaning, site / property issues
Nicole Chen / Sylvia Lum – parent communications / WeChat management
Michelle Thomson – staff communications / management / staff testing
Grant Saul – communications support / systems and ICT
Anna Shaver – internal medical support / advice
Sally Smith – attendance register management / referral to Alex/Nicki in case of enquiries
Debbie Stanaway – emotional support and liaison with potentially vulnerable children

This paper will not cover everything that will happen if a case emerges, and we will all continue to solve problems and manage processes and people as we always do. 😊

RAT procedures

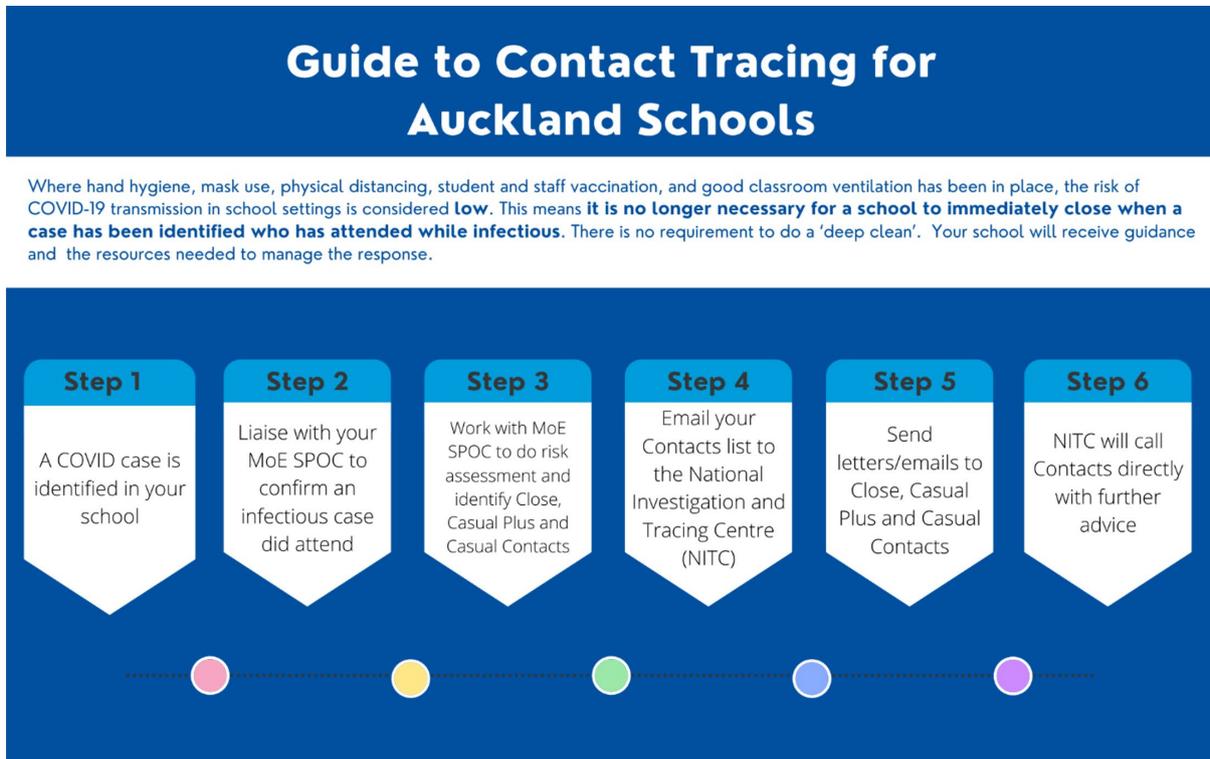
These enable us to test people in a less invasive way, with results generally taking just 15 minutes to arrive.

- The school has purchased 1250 Rapid Antigen Tests (RAT), and these will be used for three purposes:
 - As part of a screening process, prior to any overnight trips or camps. All staff and supporting adults will be required to record a negative test result no more than 24 hours before departure.
 - If a child presents at school with any relevant symptoms, we may – with a parent's permission – test the child.
 - In the event of an exposure at school, we may test potential contacts – with parents' permission – as a rapid first response before PCR tests are undertaken.
- RATs may be used in other circumstances should they be required.

Our Health Clinic Assistant will administer the tests, and she has been trained to do so.

Steps 1 and 2: Notification

The basic system is:



The information at Step 1 could come from the MoE 'SPOC', from Health directly, or from a student / parent.

Our SPOC is Tanya Harvey, Tanya.Harvey@education.govt.nz

At Steps 1 and 2, Alex and Sally, working with Kieran and/or Sian, will need to confirm attendance. At Steps 1 and 2, Alex and Nicki will be communicating with external agencies, and there may be a need to manage communications within the school and within the community.

At all stages, media communications must, in all circumstances, come to Alex.

And, of course, there will be a host of additional work going on in the background with the whole team, largely around communications. For this reason, we are likely to have a brief team meeting as soon as possible.

Steps 3, 4 and 5: Contact

There are three outcomes here for us to consider.

- “close”
- “secondary”
- “casual”

A “close” contact would be someone who has been in a shared space indoors with a confirmed case for 15 minutes or more and they would need to isolate for 10 days.

So, for example, if a confirmed case has been in a class, with our usual arrangements, other students in the class would likely be a “close” contact because there would be shared indoor space for more than 15 minutes.

For staff, a class teacher or TA is just as highly likely to be a close contact; a teacher who has been in the class with a Covid-positive student for 15 minutes or more is still likely to be “close contact”. There will, though, be some exceptions, for example, a PE teacher who teaches their class outside. Should the case be a member of staff, we would have to do some careful examination of levels of contact with other staff.

Nearly all outdoor contact is referred to as “casual” if they have not been near the infectious person.

Outcome 1 is for “close” contacts; **Outcome 2** is for “secondary” contacts. There is no need for one for **Outcome 3**, “casual” contacts, who are required only to self-monitor for 10 days, unless symptoms develop in which case they should get tested and stay home until a negative test result is received.

In all outcomes, **schools are not expected to close.**

It is up to us how we handle things like cleaning, and our response will be to do a deep clean where necessary, as well as to take additional measures such as disinfecting play equipment, as well as possibly impose short-term stand-downs of specific classrooms, and so on. **We will do more than we are obliged to keep children safe, in other words.** But we are highly unlikely (unless there are, perhaps, multiple infections in more than one place, or too many staff are considered close or casual plus contacts) to close the school for any period of time.

At Steps 3, 4 and 5, Alex, Michelle, Lisa and Nicki, supported by the whole team, will gather data and communicate it to the community.

At Steps 3, 4 and 5, Alex and Nicki will be communicating with external agencies.

At Steps 3, 4 and 5, John and Jon will ensure that all cleaning and other site precautions are taken.

Outcome 1: Close contact

Advice for close contacts:

Whether you are vaccinated or not, you need to:

- stay home and self-isolate from others for **10 days** from your last contact with the case
- get a test for COVID-19 **straight away**, on **day 5**, and on **day 8** after your last contact with the case
- get another test straight away if you develop COVID-19 symptoms.

Outcome 2: Secondary contact - if you live with a close contact

Advice for secondary contacts:

You are considered a secondary contact if a household member is a close contact and they have been asked to isolate.

- If you are a secondary contact you should stay at home until the close contact returns a negative day 5 test result.
- If the close contact develops symptoms after a day 5 negative test, secondary contacts should stay home again until a further negative test result is returned.
- If one or more household members of the close contact develop symptoms they should:
 - get a test
 - stay home until they get a negative test result **and**
 - it has been 24 hours without symptoms.

Step 6: Ongoing management

There's no need for specific actions to be listed here, except to note that we should expect to continue to work actively with staff, students and the community during and after we deal with the immediate management issues.

We should also expect to have to do some very careful "return to school" work with families. This will involve maintaining an accurate register of all students involved. Lisa will have oversight of this, working with Alex and Grant to ensure that the register is both secure and up-to-date. We will continue with our current practice of keeping all records connected with vaccination status, testing and, now, contact status separate from the central database. All records will be kept in the Covid Team, managed by Grant.