

DEALING WITH A SUSPECTED CASE OF COVID-19 IN THE SCHOOL.

Revised December 2020

If you feel a student is demonstrating symptoms of Covid-19 please follow the steps below:

- **Step 1:** The Principal/Deputy Principal must be notified ASAP.
- **Step 2:** Parents/Guardians will be contacted by the principal or deputy principal to discuss arrangements for collecting the student.
- **Step 3:** The student will be brought to their nearest isolation room.

While moving to the isolation room please advise the student not to touch any surfaces and observe good cough/respiratory etiquette. Ask student to keep his hands in his pockets.



- **Step 4:** The remaining students in the class will be brought to the relocation room 103 and classes will continue there for the rest of the day.
- **Step 5:** The classroom where the student presented will be immediately cleaned and remain out of use for the rest of the school day.



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- **Step 6:** Staff members caring for someone at the isolation room will wear PPE (mask/visor/apron/gloves). The staff member will remain outside the Isolation room.
- **Step 7:** The parent/guardian will be asked to contact their GP to seek guidance. (The school should be kept informed of results of this advice / testing.)
- **Step 8:** Management will ensure the cleaning staff are informed when the student leaves the premises so cleaning of the isolation areas can be quickly administered.
- **Step 9:** Relocation room 103 will be cleaned when students leave at the end of the school day.
- **Step 10:** Parents will be advised to keep student home for 2 days after a negative test. If test is positive the HSE advise that the affected student to self -isolate for at least 10 (*was 14 days*) after symptoms are cleared.

PLEASE NOTE:

*This procedure is for **all staff** who suspect a student is demonstrating symptoms of Covid-19. Prompt action will prevent any threat of contamination.*

If a staff member feels that they have symptoms of Covid-19 while at school please go to the nearest Isolation room and contact the Principal or Deputy Principal.



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