



Oakleigh Grammar

Policy Document Name	COVID19 Policy
Date Ratified by Board of Management	May 2020
Date for Review	May 2023

COVID19 Protocols – Communication and Decision Making

These protocols outline processes in the event of a confirmed or suspected case of COVID19 within the Oakleigh Grammar Community.

Confirmed case

1. If Oakleigh Grammar becomes aware of a student or staff member who has been diagnosed with COVID-19, they will immediately advise the Principal who will inform the Department of Health and Human Services (DHHS).
2. DHHS will advise the Department of Education and Training (DET) as appropriate so that DET can liaise with ISV, which will provide the school with support.
3. DHHS will provide additional specific advice based on their assessment of the particular circumstances and will report that advice to the School Principal and to the DET Principal Medical Advisor (PMA).

DHHS aware of case involving school

1. If DHHS becomes aware of a student or staff member who has been diagnosed with COVID-19, the decision about whether to inform the relevant school and any members of the community will be made case by case in the interests of public health.
2. DHHS will advise DET as appropriate so that DET can work with ISV, which will provide the school with support if appropriate.
3. DHHS will provide any additional specific advice based on their assessment of the particular circumstances and will report that advice both to the School Principal and to the DET Principal Medical Advisor (PMA).

Overarching protocols

Testing

1. If Oakleigh Grammar becomes aware of any testing of staff or students due to being a suspected case, the Principal will use his discretion in determining whether to contact DHHS.
2. Unless advised by DHHS, Oakleigh Grammar should not advise their community of any testing being undertaken or reports of suspected cases.

Self-Isolation

1. DHHS advice is that students or staff members should self-isolate from Oakleigh Grammar if the following applies:
 - The person is a confirmed case of novel coronavirus
 - The person is a close contact with a confirmed case of novel coronavirus in the past 14 days.
2. This advice will take the form of a directive to Oakleigh Grammar from the Chief Health Officer (CHO).
3. The student or staff member with upper respiratory symptoms must remain isolated until they receive a negative result from their COVID19 test.

School Closure

1. Where a student or staff member is confirmed with COVID-19, DHHS may advise that Oakleigh Grammar be closed to enable contact tracing to occur.
2. Oakleigh Grammar will determine the length of the closure.
3. This advice will take the form of a directive to Oakleigh Grammar from DHHS.
4. The Principal will inform students, parents and close community through their usual communication channels, including our website.
5. Oakleigh Grammar should make every effort to provide continuity of learning.
6. During the closure, DHHS will conduct contact tracing to identify the closure period.
7. DHHS will work with Oakleigh Grammar regarding the timing of re-opening of the school.
8. Oakleigh Grammar will be thoroughly cleaned and disinfected.