

St Benedict's Catholic Primary School

# COVID SAFE Plan





*We walk in God's ways where we live, love, learn and celebrate.*

## COVID Safe Management Plan

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All schools are required to have a COVID Safety Plan. We maintain our commitment to work within the government guidelines provided to ensure our school community is safe while onsite. We have recently updated our plan in response to this.

A copy of our COVID Safety Plan is available on our website. For full details on all government directives, please click [here](#)

# Government Public Health and Social Measures

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## Mask-Wearing

Masks will no longer be required in schools, including for staff, students and visitors.

## Vaccination Requirements

Currently, there is a [Public Health Directive](#) in place in relation to vaccination responsibilities for employees, volunteers, and contractors working in educational settings.

- All Silkwood Team Members are compliant with the public health directive.
- Any volunteer or contractor working at the School will be required to comply. This will be managed on a case-by-case basis with the Team Leader responsible for the volunteer or contractor.
- There are no public health directives for student vaccination

## Parents and Caregivers On-Site

Restrictions on parents, carers and visitors to schools will be eased.

- From 6:00pm, Friday 4 March 2022, schools will NO LONGER limit visitors on school sites:
- Parents and carers are welcome on school sites;
- Parents or carers working or volunteering at a school site must be fully vaccinated for COVID-19.
- Adults are kindly reminded to maintain physical distancing at all times, especially at dropoff and pick-up time, in the car park, outside classrooms and at the school gate.

## Drop-Off and Pick-Up

We encourage the use of our pick-up and drop-off systems to ease carpark congestion during these busy times, however, there is no longer a COVID Safety requirement to drop-and-go. Details of our driveway schedules are outlined in our School Operations Family Handbook.

## Parent Meetings, Information Sessions and Student Enrolment Interviews

Face-to-face meetings can occur.

# Operational Requirements

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## Excursions and Camps

All excursions and camps are postponed until Term 2.

# Individual Music Lessons, Choir, and After School Activities

Our after-school activities and music programs, including piano lessons have commenced with COVID safety procedures in place.

## Incursions

Incursions can occur. Incursion contractors are to follow the public health directives. Team Members engaging contractors are responsible for ensuring they are compliant.

## Gatherings, Festivals and Events

School gathering times and events can occur with COVID safety procedures in place.

## Student Attendance

From Monday 7th February, normal roll-marking procedures resumed.

To advise that your child is absent, please do one of the following: Complete the absentee form in our Silkwood School Parent Portal App with the following information:

- Child name
- Year level
- Advisor name
- Your name and preferred contact phone number
- Duration of absence
- Reason for absence

If your child is isolating due to close-contact or COVID-19 positive requirements. Please advise the School office, and they will mark them absent for the known duration of their isolation. Be sure to update the School if this period needs to be extended.

## Advisor Absences

COVID infections within our school community are beginning to ease, however, we still anticipate the number of Advisor absences may impact staffing levels at times. Every school will be experiencing the same issues, so relief staffing will still be in hot demand. Whilst we have a healthy relief list, we anticipate that we may have to join classes to manage this. We ask for your patience in advance should this happen – it will be a short-term challenge.

## Playgroup

Playgroup resumed on Wednesday 20th April

## Social Distancing Requirements by the School Team

Social distancing and mask-wearing are encouraged when working closely with other team members.

## Emergency Management

Evacuation drills will be conducted to comply with Building Fire Regulation 2008 requirements. Evacuation drills will either be staggered to allow for evacuation numbers to be reduced to a small group with each drill evacuated to a nominated assembly point OR if social distancing can be achieved a full evacuation.

# Illnesses at School

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[COVID case management \(qed.qld.gov.au\)](https://qed.qld.gov.au)

## Sick Students

Students and team members are NOT to attend school if they have COVID symptoms or feel unwell. Students and teaching staff can receive priority access to Rapid Antigen Tests (RATs) at Queensland Health testing clinics. The School has a supply of RAT tests for students and staff available from the front office.

## RAT (Rapid Antigen Tests)

### Who will be given a RAT?

Any student or staff member exhibiting symptoms of COVID-19 at School will be offered a RAT to take home with them to use. RAT will NOT be administered at School.

## Record Keeping

Schools are required to keep a record of who has been provided with a RAT and the batch number of the RAT (which is written on the box). This information will need to be provided to the Department of Education.

## Confirmed Case of COVID at School

**Managing COVID-19 in the School and/or the community:** When COVID-19 cases occur at School (details of the case/s will be kept confidential). St Benedict's will implement the measures outlined in this COVID Safe Plan and advise relevant staff and families as outlined below:

- An email may be sent by the Principal to those families whose children have worked in close proximity to the student or team member involved.
- Students and team members are considered casual contacts if they have been with a person with COVID-19 while at School. They can continue to attend School.
- They are to monitor for symptoms and stay home if they become well.

## COVID Symptoms at School

Summary of COVID symptoms:

- Fever
- Sore throat
- Runny nose
- Fatigue
- Cough
- Shortness of breath
- Headache
- Diarrhoea
- Vomiting and nausea
- Loss of smell or taste

If a student or team member becomes symptomatic at School:

1. Students will be immediately isolated in a safe place, in a shaded area outdoors, and their parents or carers will be contacted to collect their child immediately. They will have access to their water bottle and be under visual supervision until collected. If they show more severe symptoms, they may be isolated in sick bays. These will be disinfected afterwards.
2. Parents/carers will be called to collect their child immediately.
3. When the student is collected, the parent or carer will be offered a RAT test to administer at home. Students will not be tested at School.
4. Staff members will immediately leave the School and be provided with a RAT to administer at home.
5. If the test result is negative and the student or staff member is well, they can return to School. If the test is positive, they will need to follow [Queensland Health quarantine and isolation requirements](#). If the test is negative but still unwell, they must stay home until fully recovered.

## Close Contacts

The QLD Government's definition of a close-contact.

If you or your child have been informed that you are a close contact of someone who has been diagnosed with COVID-19, you must notify the School and immediately follow quarantine and testing requirements as outlined in the [Government Guidelines](#). The School will give you any further direction they may require.

### What is a close contact:

- You are a [close contact](#) if you have been with a person that has COVID-19 for more than four hours in a house or other accommodation, a care facility or similar.
- Usually, this means you are a close contact if you live with a person that has COVID19. But, if you have stayed away from them, you are not a close contact. For example, if they are in a separate part of the house with a separate entrance and no shared common areas, your contact with them wasn't more than four hours.
- You are not a close contact if you have had COVID-19 in the past 4 weeks.
- You are not a close contact if you live with a close contact.
- Students and team members are considered casual contacts if they have been with a person that has COVID-19 while at School.

## Essential Worker Students

Essential worker's children who are close contacts are to stay home and follow [Government Guidelines](#).

[Link to Document Below](#)



## COVID-19 Test and Isolate National Protocols

### PROTOCOL 1

#### COVID-19 confirmed by a positive RAT or PCR test

- 1 Isolate at home for at least 7 days from the day you had your test.  
If you have symptoms at **Day 6**, you must stay at home until symptoms are gone.
- 2 Notify your household, school or employer that you have tested positive.
- 3 If you have **no symptoms** at **Day 7**, you can return to normal living and leave your home. You do not need a further test.

*Wear a mask when leaving the home and avoid visiting high-risk settings for at least 7 days following negative test or end of symptoms.*

**Always seek medical help if you become very unwell.**

### PROTOCOL 2

#### Close Contact and have symptoms

- 1 Stay home for 7 days since you last had contact with the person who has COVID-19.
- 2 Take a RAT self-test or PCR test and stay at home while waiting for the test result.  
If you test **positive** for COVID-19 follow **Protocol 1**. If you test **negative**, continue to stay at home.

- 3 On **Day 6** of isolation, take a RAT self-test.  
If you test **positive** for COVID-19 follow **Protocol 1**.  
If your Day 6 test is **negative**, you can leave home and return to normal living after completing the 7 days of home isolation.

*Wear a mask when leaving the home and avoid visiting high-risk settings for at least 14 days following exposure to the person with COVID-19.*

**Always seek medical help if you become very unwell.**

### PROTOCOL 3

#### Close Contact with no symptoms

- 1 Monitor for symptoms and take a RAT self-test or PCR test if they develop.  
If **positive**, follow **Protocol 1**.  
If **negative**, continue to stay at home for 7 days, monitor for symptoms and follow **Protocol 2** if they develop.

- 2 On **Day 6** of isolation, take another RAT self-test.

If your Day 6 self-test is **positive**, follow **Protocol 1** – you do **NOT** need a PCR test for confirmation.

If your Day 6 self-test is **negative and you have no symptoms**, you can leave home and return to normal living after completing the 7 days of home isolation.

*Wear a mask when leaving the home and avoid visiting high-risk settings for at least 14 days following exposure to the person with COVID-19.*

### PROTOCOL 4

#### Other contacts

If you have had less contact with someone with COVID-19, such as contact in a social, shopping, education or workplace setting.

- 1 You should monitor for symptoms and have a RAT self-test if these occur.  
If **positive**, follow **Protocol 1** and stay at home until you no longer have symptoms.

*Wear a mask when leaving the home and avoid visiting high-risk settings for at least 14 days following exposure to the person with COVID-19.*

\*WA, SA, NT & TAS residents should check their state or territory requirements and timelines

You are a **Close Contact** if you are living with someone who has COVID-19, or have spent 4 hours or longer with someone in a home or health or aged care environment since they developed COVID-19.

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# Hygiene and Social Distancing Measures

To minimise the risk of the spread of COVID, we have the following additional hygiene and social distancing measures in place.

## School Cleaning

The School has implemented the following cleaning practices:

- Hospital-grade cleaning products are standard practice with all of our cleaning processes.
- We have increased deep cleaning frequency as per Government guidelines for toilets, wash bays, drinking fountains and sick bay areas.
- High touch areas and surfaces are disinfected daily.
- Hand sanitiser and disinfectant are provided in all spaces for utilisation by the School Team and students.

## Open Doors and Air Conditioners

- To reduce the risk due to contact with door handles, all doors to working and learning spaces will remain open unless a lockdown procedure is instigated.
- Classroom windows will be open as often as possible (weather permitting) to increase fresh airflow and reduce virus risk.
- Air Conditioners can be used but used intermittently in combination with opening windows

## School Bubblers

Queensland Health advises it is safe to use water fountains and bubblers. However, we strongly encourage students to bring water bottles for personal use.

## Hand Sanitiser

Hand sanitiser is provided in every learning and working space, and all students and Team Members are to use this when entering and leaving shared spaces. The School provides hand sanitiser that meets Government guidelines as a product able to combat the spread of this virus and is safe for use. Unfortunately, we will not be able to attend to using people's personal preferences for hand sanitisers at St Benedict's

Use of shared spaces, equipment or resources

Our School Team has been advised to do the following:

Shared equipment, resources, musical instruments and sports equipment used within the School, or equipment loaned to students to take home, will require appropriate cleaning and hygiene management practices, including:

- Washing hands or using hand sanitiser before cleaning or using equipment;
- Cleaning equipment before and after use;
- Cleaning of equipment before leaving the school grounds and upon return. Shared spaces will not be utilised for four hours and will be sanitised after use.

## Front Office Changes

Social distancing measures must be maintained if families need to visit the school office.

## School Cafe

Operating as normal.

## OHSC

OSHC is operating as usual for before and after school care. The service has active COVID Management Plans/Risk Assessments to minimise risk and support the health, safety, and wellbeing of all children and staff attending the service. Should OSHC be required to close due to workforce capacity or Public Health advice, they will endeavour to provide as much notice as possible. In those circumstances, families will not be required to adjust or remove their bookings.

[Frequently Asked Questions](#)

# Contractor and Visitor Management

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All staff, contractors and visitors to the School must check-in with the QR Code provided and staff if directed to do so.

Unwell visitors and contractors are advised to stay at home and away from the workplace.

Persons on site exhibiting symptoms are requested to return home.

# Monitoring and Review

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The School has a process to review this COVID Safe Management Plan when new COVID requirements are published from Qld Health.

