

Alice Springs Steiner School pandemic plan

(In conjunction with the School closure and restriction policy and procedure)

Changing information

A pandemic is an evolving and changing event and the information in this plan may change with the changing circumstances.

It is also advisable to monitor the Northern Territory Government advice at the secure website at <https://secure.nt.gov.au/>

This plan is to be used in conjunction with the school closure and restriction policy and procedure. It provides up to date detail as the situation evolves.

Target population

Alice Springs Steiner School Board, all staff, students and their families

Principles

The aim of the plan is to ensure the safety of all Alice Springs Steiner School staff and students and to maintain the continuity of the education.

Pandemic management framework

Prevention

Normal education provision delivered.

Distribute health messaging across the School community, particularly on hand hygiene, cough etiquette and social distancing to reduce exposure and transmission of the virus.

Effectively share this information with students

Ensure adequate supplies of soap and running water, toilet paper and tissues.

Do not visit hospitals, health centres or aged care facilities on school excursions.

Ensure thorough and regular cleaning of the school, including disinfecting commonly touched or frequently shared surfaces

Sick bay, bathrooms, food preparation and eating areas should also be regularly cleaned

Any staff who are returning from overseas or interstate will need to self-quarantine for 14 days prior to resuming duty at school.

Preparedness

Update/confirm staff contact details, including collecting information about private travel plans especially during school holidays.

Request parents update contact information

Identify the mode of delivery for teaching and learning programs in the event of school closure beyond 3 days:

- hard copy work package created
- existing online programs
- a blended model of hard copy and online program delivery

Monitor employee and student health and manage any illness or exposure to the outbreak in accordance with advice from Australian Government Department of Health or the NT Department of Health

Identify resources required for key personnel to deliver essential services from home if required (e.g. laptops and accessories, teaching materials, mobile phones)

Develop appropriate protocols to enable delivery of an education program in the event of a school closure, including communication protocols between principal and staff, and between teachers and students/families.

Response

Standby – sustained community person to person transmission in Australia

Communicate to raise awareness.

Action - Detected cases in the NT

Communicate to raise awareness

Manage initial cases in accordance with advice from the Australia Government Department of Health or the NT Department of Health.

Implement service disruptions including staff absences and closures of schools only in accordance with advice from the Australia Government Department of Health or the NT Department of Health.

In the event of School closure, follow School Closure and Restriction, Policy and Procedure

School to undergo deep clean

Stand-down – the Public health threat can be managed within normal arrangements and monitoring for change is in place

Stay up to date with current health advice and communicate with families

Communicate with relevant Authorities to support the return from the pandemic to normal service delivery

Resume service delivery in accordance with advice from the Australia Government Department of Health or the NT Department of Health.

Monitor staff and student health

Recovery

Restore service delivery to full capacity

Monitor student and staff wellbeing and provide support as needed

Travel, Illness, Exposure, Confirmed Cases

NO	Scenario	Individual action	School action	Notes/considerations
1	<p>Student or staff member returned from international travel on or after 16 March 2020</p> <p>Student or staff member returned from interstate travel after 4pm 24 March 2020</p>	<ul style="list-style-type: none"> • Self-isolate for 14 days in accordance with Australian Government requirements • Advise School • Work from home, or enter special leave as appropriate • Call NT Pandemic Line 1800 008 002 with any concerns 	<ul style="list-style-type: none"> • Students will continue to receive guidance and resources from School 	<ul style="list-style-type: none"> • Maintain a register of individuals self-isolating
2	Student or staff member is unwell	<ul style="list-style-type: none"> • Stay at home if unwell and/or display any cold or flu like symptoms • Call NT Pandemic Line 1800 008 002 with any concerns • Self-isolate if advised by public health authorities • Advise School 	<ul style="list-style-type: none"> • If individual has fever, coughing, shortness of breath or sore throat, isolate them until they depart the School and clean the affected areas following departure • If individual is self-isolating under advice from public health authorities, Principal to advise Board 	<ul style="list-style-type: none"> • Maintain a register of individuals self-isolating • Staff self-isolating to work from home or access leave arrangements in accordance with advice from HR Department
3	Student or staff member is not unwell, but has had contact with a sick person or a suspected case of COVID-19	<ul style="list-style-type: none"> • Stay at home if unwell and/or display any cold or flu like symptoms • Call NT Pandemic Line 1800 008 002 with any concerns • Self-isolate if advised by public health authorities • Advise School • Cannot return to the School until cleared by GP or test negative for COVID-19 	<ul style="list-style-type: none"> • Upon returning to School, must present to the office to provide written documentation from GP or negative test result from COVID-19 	<ul style="list-style-type: none"> • Maintain a register of individuals self-isolating

NO	Scenario	Individual action	School action	Notes/considerations
4	Student or staff member is not unwell, but has been in contact with a confirmed case of COVID-19	<ul style="list-style-type: none"> • Self-isolate if advised by health authorities • Advise School • Enter leave as appropriate • Call NT Pandemic Line 1800 008 002 with any concerns • Cannot return to the School until cleared by GP or test negative for COVID-19 	<ul style="list-style-type: none"> • Principal advise NGS Registrar if individual is self-isolating under advice from health authorities • Upon returning to the College, must present to the College Medical Centre to provide written documentation from GP or negative test result from COVID-19 	<ul style="list-style-type: none"> • Leave arrangements in accordance with advice from HR • Maintain a register of individuals self-isolating
5	Student or staff member is advised by public health authorities that they are a suspected case of COVID-19	<ul style="list-style-type: none"> • Do not attend school • Seek medical attention as required • Self-isolate as advised by public health authorities • Keep Principal informed • Enter leave as appropriate • Call NT Pandemic Line 1800 008 002 with any concerns. 	<ul style="list-style-type: none"> • Isolate individual until they depart the school • Arrange immediate thorough clean of affected areas following individual's departure • Advise Non-Government School Registrar and School Board 	<ul style="list-style-type: none"> • Leave arrangements in accordance with advice from HR • Maintain a register of suspected cases
6	Student or staff is a confirmed case of COVID-19	Self-isolate as directed by public health authorities	<ul style="list-style-type: none"> • Isolate individual until they depart the school • Advise NGS Registrar and School Board • If approved, implement immediate school closure • Provide communications to school community 	<ul style="list-style-type: none"> • School closure process to be activated • Leave arrangements in accordance with advice from HR • Maintain a register of confirmed cases

School closure Scenarios

Scenario	Initial Trigger	Rapid Assessment	Action Plan	Decision	During Closure	Recovery and reopen
Staff member or student is a confirmed case of COVID-19	Principal advised that a student or staff member has been diagnosed with COVID-19 Action: Principal advises NGS Registrar and School Board	Principal confirms diagnosis with health authorities Action: Principal contacts NT Pandemic Line 1800 008 002 to confirm diagnosis	Communications package developed Action: Principal to develop package	Board approves temporary school closure of the entire school site, including any ancillary programs and services	Principal ensures initial and regular communication with staff, students and parents Where school closure exceeds three days, education provision to be provided where possible Reasonable steps taken to protect the security of the school during the closure If needed, Principal arranges thorough clean	A decision to re-open the school will consider the following criteria: <ul style="list-style-type: none"> • Advice from the Public Health Directorate • Has the school been cleaned appropriately? • Availability of staff to meet industrial and regulatory requirements Communication with staff and parents to confirm re-opening date and any special arrangements

Alice Springs Pandemic Plan

Approved by the Principal 27. 05.2020