

Protocol When Staff, Students or Children Test Positive for COVID-19



Staff/students/children who test positive for COVID-19 will remain in isolation until they have met clearance conditions as advised by public health, based on the most current guidance.

Staff/students/children do not need clearance testing or medical notes to return to school/child care if they have met the required conditions.

HPEPH will provide guidance and conduct daily follow-up with the family of a positive case.

Hastings Prince Edward Public Health receives a positive lab report and contacts the identified positive case. Case and contact investigation is initiated.



HPEPH staff contacts the school/child care administration to ensure the school/child care is notified and to request cohort information of positive person.



School/child care provides information to HPEPH about staff/student/child who tested positive for COVID-19 as soon as possible.



HPEPH will:



1. Perform risk assessment of contacts (cohorts) of positive person.
2. Provide school/child care with list of individuals who are considered high-risk contacts and low-risk contacts.
3. Contact all high risk contacts.
4. Provide instructions to school/school board/centre on family communication.
5. Provide school/centre with recommendations for infection prevention and control measures.
6. Determine if an outbreak will be declared.

School/child care distributes communications to parents, guardians, and staff and conducts infection prevention and control measures as advised by HPEPH.



Information needed may include:

- Attendance records
- Class/cohort lists and seating charts
- Before and after school child care lists
- Transportation lists and seating charts
- Current contact information for students/staff/children
- Special assignments/programs/activities (e.g. Special Education)
- Records of essential visitors

High-risk contacts will be required to

- Self-isolate at home and follow direction from public health. High-risk contacts will be contacted directly by HPEPH with recommendations for isolation and testing.

Low-risk contacts will be required to

- Self-monitor for symptoms for 14 days. If any symptoms appear, follow **Protocols for Staff, Students or Children with Symptoms of COVID-19**.

Symptomatic staff/students/children should be tested.

Asymptomatic staff/students/children who are identified as high-risk contacts (e.g. children in the same class/room as a positive case), will be contacted by public health and provided direction about testing.

Unless your child develops symptoms, **do not seek testing immediately** and await public health guidance.



Administrator responsibilities

In the event of a positive COVID-19 diagnosis for staff/students/children, it is essential that the school/child care administrator make key information pertaining to staff and students/children available quickly for the purposes of contact tracing. This information needs to be accessible by school administrators on short notice, both during and outside of school hours.

Please prepare to have the following information available:

- Attendance records for the specific dates that HPEPH requests.
- Class/room lists and seating charts for every class/room.
- Names, date of birth, and address for each student/child.
- Up-to-date contact information for the parent/guardian of each student/child, and for staff.
- Name and contact information for any staff or outside visitors who are not on the class list, that interacted with the class on the dates provided (e.g. rotary teachers, service providers).
- Before and after program child care lists.
- Transportation lists and seating charts (regular and after school program bussing).
- Special assignments and programs.
- Records of essential visitors.



Please note:

*Personal health information may be disclosed to schools/child cares for the purpose of contact tracing, and should only be used for that purpose.

Schools/child cares have an obligation to protect the personal information of their students. Do not further disclose the identify of the positive case, except to those other school/child care employees who require it as part of their job function.

The identity of the positive case should not be disclosed to other students/children or their parents unless deemed necessary by public health or unless permission is given by the positive case or their guardian.



Public health responsibilities

HPEPH will be responsible for conducting case and contact management activities. Measures will be taken to ensure privacy and avoid disclosure of details to the community that would lead to the identification of a laboratory confirmed COVID-19 case.

School boards and schools/child care will be asked to post information if there is a confirmed case of COVID-19 that involves a staff/student/child or in a school/child care setting.

In the interest of privacy, information provided to school/child care communities will not identify the student or staff member that has received a positive COVID-19 test.

HPEPH will provide guidance to schools/child cares to communicate with their community stakeholders.



Declaring an outbreak

HPEPH will be responsible for determining if an outbreak exists, declaring an outbreak, and providing direction on outbreak control measures to be implemented.

HPEPH will assist in determining which cohort(s) may be sent home, or if a partial or full school/child care closure is required.

HPEPH will also determine when an outbreak can be declared over.