

POSITIVE COVID-19 CASE POLICY

Policy Elements

An informative communication from Bright Future, ensure that staff and parents know what to do / what will happen if they or the learners get sick at Bright Future.

- A list containing emergency contact details for all learners and staff has been compiled.
- A list of nearby COVID-19 testing sites is available.

All parents have been informed in writing of the possible symptoms of COVID-19 and have been advised not to send their children to Bright Future if they manifest any of the symptoms. Parents of returning learners will also be required to sign an undertaking in this regard.

Similarly, all staff members have been informed hereof during training on the topic. Staff that display any symptoms should report this telephonically to the principal and not report for work.

The wooden building which is removed from the various ECD areas, will be used as a separate isolation area where a learner or staff member who has become ill can wait on their own until they are fetched and leave from Bright Future.

In other words, a staff member or a learner that becomes ill whilst at Bright Future must immediately be separated from those that are well, without creating drama or stigma, and taken to the isolation room / area.

Should a Learner Show COVID-19 Symptoms

- If a learner at Bright Future shows signs of COVID-19, they will be isolated from the general room population, provided with a face mask and the COVID-19 hotline:0800 02 9999 contacted for instructions;
- The parent will immediately be notified for collection and directed to act in accordance with the instruction provided by the COVID-19 hotline;
- If the learner is confirmed to be ill with COVID-19, they are then advised to self-quarantine at home for a minimum period of 14 days.
- If a member of the same household is diagnosed positive for COVID-19, they will be required to undergo medical evaluation confirming that they have been tested negative for COVID-19, prior to returning to Bright Future;
- Bright Future will closely monitor the learner for symptoms on return to the Bright Future;
- The COVID-19 official will complete an incident report;
- A risk assessment will be conducted to assess risk of transmission;
- The isolation area, classroom and any other area that the learner may have entered, disinfected;
- Any learner who may be at risk will be referred for screening and all appropriate measures will be taken to prevent possible transmission.

Should a Staff Member Show COVID-19 Symptoms or Who Has Come Into Contact With Someone Who Tested Positive

- If a staff member presents with symptoms or advises the COVID-19 official or principal of these symptoms, the staff member will not be permitted to enter Bright Future or report to work ;

- If the staff member is already at Bright Future they will be isolated from the general room population, provided with a face mask and the COVID-19 hotline:0800 02 9999 contacted for instructions;
- The family member will immediately be notified for collection and directed to act in accordance with the instruction provided by the COVID-19 hotline;
- If a member of the same household is diagnosed positive for COVID-19, they will be required to undergo medical evaluation confirming that they have been tested negative for COVID-19, prior to returning to Bright Future;
- Bright Future will closely monitor the staff member for symptoms on return to Bright Future
- The COVID-19 official will complete an incident report;
- A risk assessment will be conducted to assess risk of transmission;
- The isolation area, classroom and any other area that the staff member may have entered, disinfected;
- Any learner or staff member who may be at risk will be referred for screening and all appropriate measures will be taken to prevent possible transmission;

Confidentiality Ethics

In keeping with medical confidentiality ethics, the identity of a staff member who has tested positive for COVID-19 may not be revealed to the general community without their express written consent.

Departments Contacted

The Department of Health, Department of Social Development and the Department of Employment and Labour will be contacted and informed should there be a known positive COVID-19 case at the Bright Future. Bright Future will follow the guidelines provided by these departments;

If Bright Future is directed by the Department of Health to close immediately due to the risk of transmission of COVID-19: -

- Bright Future will inform parents immediately of such closure;
- Inform the Department of Social Development in writing within 24 hours of such closure;
- Adhere to the conditions and measures prescribed by the Department of Health with regards to the closure and the disinfection of all areas and equipment; and
- Only reopen on the date as directed by the Department of Health.

Policy Name:	Positive COVID-19 Case Policy
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Date of Next Review:	24-07-2021
Related Documents:	
Capacity:	Principal Mariske Reynolds
Signature:	Mariske Reynolds