

Horizons College

Novel Coronavirus (COVID-19): Prevention and Control Policy



Purpose

Horizons College is committed to ensuring the health and safety of all employees, students and their families.

The purpose of this policy is to outline the strategies and actions that Horizons College will take to prevent the transmission of novel coronavirus (COVID-19) or control transmission of the virus when a case is identified.

This policy will be made available on the school website to ensure that it is made available to persons to whom this policy applies. It will also be made available to employees of Horizons College on the internal google drive where policies and procedures are accessible.

Scope

This policy applies to all employees (including full-time, part-time, permanent, fixed-term and casual employees), students and parents/caregivers/families as well as all visitors including contractors, volunteers and people undertaking work experience or vocational placements.

Given that this novel coronavirus (COVID-19) is new and that we are still learning about it, this policy is subject to change at any time. Changes to the policy will be communicated via a number of communication channels including text messages, emails, letters and posts on the Horizons College website and Facebook page.

References

Australian Government Department of Health - Coronavirus (COVID-19) health alert

<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert>

Queensland Government Department of Health - Novel coronavirus (COVID-19)

<https://www.health.qld.gov.au/clinical-practice/guidelines-procedures/diseases-infection/diseases/coronavirus>

Queensland Government - Novel coronavirus (COVID-19)

<https://www.covid19.qld.gov.au/>

Queensland Government Department of Health – Chief Health Officer Public Health Directions

<https://www.health.qld.gov.au/system-governance/legislation/cho-public-health-directions-under-expanded-public-health-act-powers/school-and-early-childhood-service-exclusion-direction>

Authorised by:	Board Chair	Date of Authorisation:	19 January 2021
Policy Owner:	Principal	Review Date:	March 2021

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Definitions

Novel Coronavirus (COVID-19)

The novel coronavirus (COVID-19) is a new strain of coronavirus affecting humans.

Some coronaviruses can cause illness similar to the common cold and others can cause more serious diseases such as Severe Acute Respiratory Syndrome (SARS) and Middle East Respiratory Syndrome (MERS).

This novel coronavirus is still new and as such we are still learning more about it.

A number of clinical symptoms have been reported in identified cases of novel coronavirus. These symptoms include:

- Fever
- Sore Throat
- Runny Nose
- Diarrhoea
- Loss of smell and/or taste
- Cough
- Shortness of breath
- Fatigue
- Vomiting or nausea

Quarantine and Isolation

While both will limit your movements, quarantine is what people are required to do in case they have come in contact with a confirmed case.

Isolation is the term used when asking people who are suspected or confirmed to have COVID-19 to stay in their home or in hospital until they are no longer infectious.

If you are suspected or confirmed to have COVID-19, you will be asked to self-isolate unless you are so sick that you need treatment in a hospital.

In response to the global COVID-19 pandemic, anyone arriving in Queensland must quarantine if, in the last 14 days, they:

- have been overseas
- have been in a [COVID-19 hotspot](#)
- have been in contact with someone who has COVID-19
- have COVID-19

Mandatory quarantine is needed to stop the spread of COVID-19 in Queensland.

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Policy

Practicing good hygiene

All staff and students at Horizons College are encouraged to practice the following basic protective measures:

- washing hands frequently and thoroughly with soap and water
 - after coughing or sneezing
 - before, during and after preparation of food
 - before eating
 - after toilet use
 - when hands are visibly dirty
- avoiding touching eyes, nose and mouth
- covering mouth and nose when coughing or sneezing with flexed elbow or tissue
- disposing of used tissues immediately
- not spitting in public
- maintaining social distance with anyone who is coughing and sneezing (i.e. staying more than 1.5 metres from people)
- staying at home if unwell

Queensland Border Restrictions and Mandatory Quarantine requirements

As at the date of this policy, the **Queensland Government Department of Health** requires the following:

- **If you have been overseas or in a declared COVID-19 hotspot in the previous 14 days you must quarantine in a government nominated quarantine place for 14 days.**
A list of the declared COVID-19 hotspots can be found at:
<https://www.qld.gov.au/health/conditions/health-alerts/coronavirus-covid-19/current-status/hotspots-covid-19>
- **It is strongly recommended Queenslanders do not travel to any known COVID-19 hotspot.**
- **If you are a Queensland resident travelling from an area within Australia that has not been declared a COVID-19 hotspot you may enter Queensland subject to completing and signing a border declaration and undertaking (an agreement) to comply with mandatory COVID-19 testing requirements whilst in Queensland. This means you must take a COVID-19 test if you develop any symptoms consistent with COVID-19 within 14 days of entering Queensland.** <https://www.covid19.qld.gov.au/government-actions/border-closing>

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Testing and Fever Clinics

If you are experiencing any of the following COVID-19 symptoms, no matter how mild, call your doctor or 13HEALTH (13 43 25 84) and get tested:

- Fever
- Sore Throat
- Runny Nose
- Diarrhoea
- Loss of smell and/or taste
- Cough
- Shortness of breath
- Fatigue
- Vomiting or nausea

You can visit your local doctor or a Fever clinic for testing. Fever clinics are specialist clinics managed by Hospital and Health Services that assess people who may be infected with COVID-19. These clinics help to keep people who may be contagious away from other areas of hospitals and health centres. This helps to reduce the potential spread of the virus and keeps the emergency department available for emergencies.

You are required to self-isolate while you are waiting for test results for COVID-19.

If you are waiting on a test result, the people you live with and other close contacts do not need to self-isolate unless the local public health unit tells them to. They should stay away from the sick person as much as possible. If the test result is positive, they may be assessed as a close contact and will then need to self-isolate.

Please check the Queensland Government Department of Health for updates.

School request to not attend school after travelling overseas or to a declared COVID-19 hotspot

As required by Queensland Department of Health, the Principal and Board of Directors for Horizons College require that:

All staff and students are not to attend school for a period of 14 days if they or a member of their household have:

- **travelled overseas or to a declared COVID-19 hotspot in the last 14 days or**
- **been in close contact with anyone who has travelled overseas or to a declared COVID-19 hotspot in the last 14 days (including but not limited to members of their household); or**
- **been in close contact with a confirmed case of COVID-19 (novel coronavirus)**

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The decision to make this directive has been made for the following reasons:

- the student and staff hygiene facilities at Horizons College are centralised and accessed by the whole population
- many people who have tested positive for the virus have presented as asymptomatic, i.e. not presenting symptoms of disease
- a school closure would significantly disadvantage those students who do not have access to a computer and the internet as most of the learning would be provided online
- Horizons College has as strong commitment to the health and safety of its employees and students and their families

This directive to not attend school as per this directive applies until further notice but at least until the next review date for this policy.

School request to not attend school if a student is unwell

1. As directed by the Queensland Chief Health Officer under the Public Health Act 2005, in the School and Early Childhood Service Exclusion Direction:

PART 1 — DIRECTION – EXCLUSION OF CHILDREN FROM SCHOOLS AND EARLY CHILDHOOD SERVICES DUE TO ILLNESS

2. This direction applies from 11.59pm, Sunday 29 March 2020 until the end of the declared public health emergency, unless it is revoked or replaced (currently extended to 31 March 2021 and may be further extended)
3. This Part applies in relation to a child attending a school if—
 - a. a principal, teacher or staff member of the school reasonably suspects that the child is unwell; and
 - b. the principal, or a person designated by the principal for this purpose, determines that, because of the reasonable suspicion, the child must be removed from the school; and
 - c. the principal or the designated person notifies a parent of the child of the determination.
4. This Part applies in relation to a child attending an early childhood service
5. If a parent of a child is notified of a determination under paragraph 3 or 4, the parent must ensure:
 - a. the child is removed from the school or early childhood service as soon as reasonably practicable; and
 - b. the child does not return to a school or early childhood service until:
 - i. if the child had or was suspected of having a contagious condition – the prescribed period for the contagious condition applying to the child has ended; or
 - ii. otherwise - when the child is no longer exhibiting symptoms of illness.

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Visitors to Horizons College

All visitors to Horizons College, including parents/caregivers, contractors and volunteers will be required to sign-in at administration and complete a declaration regarding their recent travel and health on arrival at the school.

Visitors who have travelled overseas, to a declared COVID-19 hotspot or been in close contact with a confirmed case of novel coronavirus COVID-19 in the last 14 days will be asked to leave the premises.

School Closure

Horizons College will close in the event that any staff or student is tested positive to novel coronavirus (COVID-19).

Communication with parents/caregivers

Parents/caregivers will be informed immediately of a school closure (and subsequent re-opening) via text message.

Notices will also be communicated by email, letter and on the Horizons College website and Facebook page.

During the period of school closure, parents/caregivers can contact the school via text message or email admin@horizonscollege.qld.edu.au.

Student learning

In the event of a school closure, student learning will be provided online via **Google Classrooms** where possible. Hard copies of learner guides will be provided via mail to those students who do not have access to a computer or the internet.

For students in years 7 to 9, learning will be provided for the core subjects of Mathematics, English and HASS/Science.

For students in years 10 to 12, learning will be provided for all subjects including certificate courses, keeping in mind that a large portion of vocational education requires student demonstration of practical competence.