

## Decision tool for early learning and school responses to COVID-19

Risk Level	Situation/Trigger	Response
<b>Level 1</b>	When a child, young person, or staff member has <b>no</b> symptoms, but has had close contact with a confirmed case (eg. Within their household) And there is no known community transmission.	<b>Track and trace as a precaution</b> <ul style="list-style-type: none"> <li>The Director of Education will be notified by the local Medical Officer of Health, and will talk to the Principal/ECE Service Provider and/or ECE Centre manager</li> <li>Child/young person/staff member and family self-isolate</li> <li>Testing of child/young person/staff member if recommended</li> <li>If test is positive - Trace, track and test process to identify close contacts</li> <li>Provide information and resources to the parent community and enable opportunities to ask questions.</li> </ul>
<b>Level 2</b>	When a child, young person, or staff member <b>has</b> symptoms, and has had close contact with a confirmed case (eg. Within their household) And there is no known community transmission.	<b>Close the school/ECE temporarily if there is a delay in test results to enable contact tracing and tracking</b> <ul style="list-style-type: none"> <li>The Director of Education will be notified by the local Medical Officer of Health, and will talk to the Principal/ECE Service Provider and/or ECE Centre manager</li> <li>Child/young person and family self-isolate</li> <li>Child/young person tested</li> <li>Track and trace, with close contacts going into self-isolation</li> <li>Decision to close school/ECE is based on test results – close temporarily if there is a delay in getting test results</li> <li>Maintain thorough cleaning practice in schools/ECE</li> <li>Provide information and resources to the parent community and enable opportunities to ask questions.</li> </ul>
	When a staff member has symptoms in school/ECE And when there is no known community transmission.	<b>Close the school/ECE temporarily if there is a delay in test results to enable contact tracing and tracking</b> <ul style="list-style-type: none"> <li>The Director of Education will be notified by the local Medical Officer of Health, and will talk to the Principal/ECE Service Provider and/or ECE Centre manager</li> <li>Staff member self-isolates</li> <li>Staff member is tested</li> <li>Track and trace, with close contacts going into self-isolation</li> <li>Decision to close school/ECE is based on test results – close temporarily if there is a delay in getting test results</li> <li>Maintain thorough cleaning practice in schools/ECE</li> <li>Provide information and resources to the parent community and enable opportunities to ask questions.</li> </ul>
	When a child, young person or staff member tests positive and has been at school or ECE	<b>Close the school/centre for at least 72 hours to enable contact tracing, tracking testing and cleaning</b> <ul style="list-style-type: none"> <li>The Director of Education will be notified by the local Medical Officer of Health, and will talk to the Principal/ECE Service Provider and/or ECE Centre manager</li> <li>Close school / ECE immediately for at least 72 hours and up to a week. Based on number of contacts and timing of the weekend</li> <li>Child, young person or staff member self-isolates</li> <li>Child, young person or staff member is tested</li> <li>Contact trace, track and test, with close contacts going into self-isolation</li> <li>Cleaning and disinfecting according to Health specifications</li> <li>Assess if other programmes can continue to operate (e.g. after school care)</li> <li>Provide information and resources to the parent community and enable opportunities to ask questions.</li> </ul>
	When a case suspected or identified in a boarding hostel (this situation could also occur at any of the risk levels 1-5)	<b>Isolate boarding hostel or send students home if it can be done safely</b> <ul style="list-style-type: none"> <li>All boarding hostels are required to have a pandemic plan</li> <li>Keep all students in hostel until can confirm if case is positive, with physical distancing measures in place</li> <li>Assess if students can be supported to self-isolate within the hostel or transported home to self-isolate. If neither option is viable for successful isolation of student, work with Ministry of Education and Public Health on alternative locations.</li> </ul>

Risk Level	Situation/Trigger	Response
Level 3	When there is a small number of unrelated local cases in the community (not in ECE/school) in one geographical area Possible (but not confirmed) community transmission.	<b>Increase physical distancing and encourage those who are vulnerable to stay at home</b> <ul style="list-style-type: none"> <li>Recommend anyone vulnerable to COVID 19 stays home (see Ministry of Health list). Online/remote learning options are provided</li> <li>Limit assemblies, sports and events, and limit movement through buildings. Choose low contact curriculum options (possible more theory based for some subjects), consider moving to homeroom based teaching</li> <li>Consider options to stagger learning opportunities (shifts, starting and finishing at different times)</li> <li>Limit shared facilities (e.g. drinking fountains) and equipment (e.g. Chromebooks) or clean between use</li> <li>Assess if other programmes can continue to operate (e.g. after school care)</li> <li>Provide information and resources to the parent community and enable opportunities to ask questions.</li> </ul>
	When there are cases from multiple families in the same school. Possible (but not confirmed) community transmission.	<b>14 day closure to manage spread</b> <ul style="list-style-type: none"> <li>Timeframe for closure most likely to be at least 14 days as staff will need to self-isolate, possible testing, possible contact tracing. All contact tracing needs to be completed in this time. If not, reassess – may need to close for longer.</li> <li>Decision to reopen after 14 days would be made if there is confidence that multiple cases are contained based on public health advice</li> <li>Cleaning and disinfecting according to Health specifications</li> <li>Online/remote learning options provided.</li> <li>Supervision/support for children of essential workers such as health and emergency services workers.</li> </ul>
Level 4	When there is confirmed community transmission in contained geographical location.	<b>Close all schools and centres in a geographical location</b> <ul style="list-style-type: none"> <li>Following advice from Public Health, close schools and centres in the location</li> <li>Close initially for 14 days, continue to review every 14 days, until Public Health advises to reopen</li> <li>Decision to reopen schools in a geographical location would be made when there is confidence that outbreaks/multi-clusters are contained based on public health advice.</li> <li>Remote learning options, project work, online learning for students.</li> <li>Supervision/support for children of essential workers such as health and emergency services workers.</li> </ul>
Level 5	When there is community transmission on a national level.	<b>Close all schools and centres nationally</b> <ul style="list-style-type: none"> <li>Following advice from Director-General, all schools and ECEs are closed</li> <li>Close initially for 14 days, continue to review every 14 days, until Public Health advises to reopen</li> <li>Decision to reopen schools nationally would be made when there is confidence that community transmission is under control based on public health advice</li> <li>Remote learning options, project work, online learning for students.</li> <li>Supervision/support for children of essential workers such as health and emergency services workers.</li> </ul>