



COVID-19 Safe Plan

School Details	Details
Name of School	Mernda Hills Christian College
Date COVIDSafe Plan last reviewed	November 2023
Name of health and safety representative (where relevant)	
Name of principal or delegate	Kristin Hankins





COVIDSafe Plan

This plan covers the key risk of COVID-19 infectious disease ('infection prevention and control').

Hazard Type	Hazard Description	Recommended Controls	Examples of practical solutions
Infectious Disease (Infection Prevention and Control)	Staff, students, and others on-site may come into contact with an individual currently unaware that they have coronavirus (COVID-19), and subsequently contract the virus from them.	Safety Information and Training <ul style="list-style-type: none"> ● Large face-to-face meetings or events can go ahead, but COVIDSafe measures should be promoted and implemented, including: <ul style="list-style-type: none"> ○ Ventilation ○ Considering recommended density limits of the room or venue to maintain physical distancing 	Safety Information and Training <ul style="list-style-type: none"> ● Meeting organisers may decide to change an in-person event to a virtual event, or offer a virtual option, based on the participants or any risks or concerns, and/or to safeguard business continuity.
		Ventilation <ul style="list-style-type: none"> ● Schools should use air purifiers and are required to increase fresh air flow into indoor spaces whenever possible, refer to the Ventilation and Air Purification Policy. ● To reduce the risk of catching or passing airborne infectious diseases to others, schools: <ul style="list-style-type: none"> ○ are required to maximise fresh air flow into all indoor spaces (for example, by opening windows and doors) ○ should increase the use of outdoor learning areas wherever practicable ○ should use air purifiers alongside natural and mechanical ventilation ○ should minimise the use of indoor space that can't be ventilated with outside air. 	Ventilation <ul style="list-style-type: none"> ● Use the How to use an air purifier fact sheet. ● Schools are encouraged to use the Promoting airflow posters in classrooms



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		<p>Vaccinations</p> <ul style="list-style-type: none"> • Staff and students are strongly recommended to ensure they keep up to date with all recommended and available COVID-19 vaccinations. 	<p>Vaccinations</p> <ul style="list-style-type: none"> • Staff and students are encouraged to keep up to date with Department of Health guidance
		<p>COVID-19 Testing</p> <ul style="list-style-type: none"> • Free rapid antigen tests are still available for all staff and students. Consider taking RAT before attending a workplace, including schools, sensitive settings or visiting people at higher risk of severe illness, if experiencing symptoms and/or have come into contact with a positive case • It is recommended that students and staff who are symptomatic or are a household/social/close contact of someone who has COVID-19, use a rapid antigen test. • <u>Students or their parents</u> are encouraged to report a positive result to their school by phone or written notification. • The school will treat health information, including positive COVID-19 test results, in accordance with the schools' Privacy Policy. • Schools are no longer required to record student cases of COVID-19 reported by parents or carers, but will retain records already made until further notice. 	<p>COVID-19 Testing</p> <ul style="list-style-type: none"> • Schools can continue to be supplied with rapid antigen tests. • When providing rapid antigen tests, communicate the rapid antigen testing instructions using the "how-to" video which is translated into 33 languages
		<p>Face Masks</p>	<p>Face Masks</p>



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		<ul style="list-style-type: none"> Staff and students who wish to wear face mask should be supported to do so, and schools should continue to make face masks available for staff, students and visitors. Current advice from the Victorian government is available at Face masks. The Department of Health recommends that masks should be worn by a person who has COVID-19 for at least 7 days after a positive test and close contact of someone who has tested positive for COVID-19 when leaving home. 	<ul style="list-style-type: none"> School should check expiry dates before use and dispose of any expired masks if required.
		<p>Standard precautions</p> <ul style="list-style-type: none"> All staff, students and visitors to schools should practice good hand hygiene and stay home if unwell. Schools should consider infectious disease risks, including in relation to COVID-19, when conducting the standard risk assessment for non-classroom-based activities and extra-curricular activities, refer to the Excursions Policy 	<p>Standard precautions</p> <ul style="list-style-type: none"> Circulate the latest health advice and requirements to staff, students and parents (in multiple languages if appropriate). All staff, students and visitors to schools should practice good hand hygiene, particularly on arrival to school, before and after eating, after blowing their nose, coughing, sneezing, or using the toilet. Staff should direct or supervise young students where required. When planning extra-curricular activities, plan for the risks that may arise and the controls that you will implement if they do (e.g. a staff member or student tests positive to COVID-19).
		<p>Physical Distancing</p> <ul style="list-style-type: none"> Staff and students should practise physical distancing 1.5m to the extent that is reasonably practicable. 	<p>Physical Distancing</p> <ul style="list-style-type: none"> Encourage staff, students and visitors to maintain physical distancing from each other.
	A confirmed case of COVID-	Confirmed Case of COVID-19	Confirmed Case of COVID-19



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	19 among staff and students	<ul style="list-style-type: none"> • <u>Students</u> who report a positive result are recommended to isolate for a minimum of 5 days and not attend school until their symptoms have resolved. • Staff who report a positive result are recommended to isolate for a minimum of 5 days and not attend school during that period until their symptoms have resolved. • The school will treat health information, including positive COVID-19 test results, in accordance with the schools' Privacy Policy. • Schools are no longer required to record student cases of COVID-19 reported by parents or carers, but will retain records already made until further notice. 	<ul style="list-style-type: none"> • ensure air purifiers are in use • maximise external ventilation • encourage good personal hygiene • make face masks available for staff and visitors who wish to wear them.
	Vulnerable workforce or students may be at higher risk of contracting the virus	<ul style="list-style-type: none"> • Schools must ensure students with medical needs have an up-to-date Student Health Support plan and accompanying condition-specific health management plan. • Employees should seek advice from their medical practitioner about working onsite and any additional booster doses of vaccine they are recommended to receive. 	<ul style="list-style-type: none"> • The Medical Advisory Service is a specialised support service for principals to help them fulfil their responsibilities in relation to employee health. • Refer to the Health Care Needs policy for further information on the student health support planning process.



Hazard Type	Hazard Description	Recommended Controls	Examples of practical solutions
<p>Thunderstorm asthma season</p>		<ul style="list-style-type: none"> • There is an increased risk of seasonal asthma, hay fever and epidemic thunderstorm asthma during seasons with increased grass pollen levels. This typically occurs between October and December. • Epidemic thunderstorm asthma* events are triggered by a combination of higher grass pollen levels and a certain type of thunderstorm. People with a history of asthma, undiagnosed asthma or hay fever are at an increased risk under these conditions. • This risk is increased further for people who have poorly treated hay fever and asthma. • The best way to reduce and prevent symptoms of asthma or hay fever and reduce unnecessary absences from school is to follow an up-to-date asthma action plan or hay fever treatment plan, provided by a general practitioner (GP) or specialist. • How to prepare for grass pollen season • To prepare for higher grass pollen levels: • review your school's asthma policy, and ensure that appropriate staff are trained in asthma first aid • ensure all students diagnosed with asthma have an up-to-date asthma action plan, a student health support plan and student medication, including relievers (puffers), on hand • encourage staff or students with a history of seasonal hay fever symptoms to see a GP if they don't have a hay fever treatment plan • record preparations and response actions in your school Emergency Management Plan • download the VicEmergency app* and create a 'watch zone' for epidemic thunderstorm asthma advice and warnings • ensure your school has an asthma emergency kit with in-date emergency reliever medication (available over the counter from a pharmacy without a prescription) • keep asthma medication accessible • communicate information about thunderstorm asthma and your preparations to your school community. Draft newsletter text is available to help you share this information. • Schools can also refer to a Department of Health fact sheet to help prepare for the pollen season in the context of COVID-19. 	



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Hazard Type	Hazard Description	Recommended Controls	Examples of practical solutions
<p>Privacy of records</p>	<p>Vaccines records</p>	<p>Employers, including schools, must destroy visitor and staff COVID-19 vaccination records by Thursday 10 August 2023.</p> <p>This applies to any person who visited schools and had to disclose their vaccination status to enter the premises. This may include parents, carers, contractors, volunteers and casual relief teachers.</p> <p>The above has been executed by ASV Human Resources Department as they were responsible for collecting and keeping collected records. Mernda Hills Christian College records have also been checked for any COVID-19 vaccination records; any relevant files were destroyed.</p>	
<p>Remain vigilant for COVID-19</p> <p>It is important for staff and students to manage any hay fever or asthma symptoms, as these conditions can produce symptoms such as fever, chills, cough, sore throat, shortness of breath, runny nose and loss or change to sense of smell or taste, which are similar to COVID-19 symptoms. If staff or students experience these symptoms in different or worse ways to their usual hay fever or asthma symptoms, they should seek medical advice.</p>			

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USEFUL CONTACTS



Support Area	Phone
Employee Assistance Program (EAP)	
National COVID-19 Hotline	1800 020 080
Cleaning	
OHS Advisory Service	samuelshehata@adventist.org.au
OSHC and other early childhood	1800 338 663
Human Resources	ASVHR@adventist.org.au