



Protocol/procedure for symptoms COVID 19 (September 2020)

Text protocol about students and staff

Can a student or an employee come to school when this person has a cold or other corona-related complaints?

Students up to 13 years old who have a nose cold without other complaints and who have not been in contact with someone who has tested positive are allowed to go to school.

Both students and educational staff who have persistent complaints with a known cause (hay fever or chronic colds) do not have to be excluded, unless the symptoms change. In case of complaints other than someone is used to, the student or staff member must stay at home until the (new) complaints have passed. Parents and teaching staff can contact their GP if in doubt.

If not tested:

- A student with complaints related to the coronavirus (cough and / or fever and / or reduced smell and taste) must stay at home until he / she is free of symptoms for 24 hours. Parents report their child's illness to the school and / or childcare organisation, which registers this.
- A staff member with complaints of the coronavirus (cold and / or cough and / or fever and / or reduced smell and taste) must stay at home until he / she is free of symptoms for 24 hours.

If tested positive:

- A student or staff member with complaints must stay at home from the moment the complaints arise until the test result is known.
- A student or staff member who has been tested positive for corona must stay at home until at least 7 days after the start of the complaints and may only return to school when he / she no longer has any complaints.

If tested negative:

- A student or staff member with complaints must stay at home from the moment the complaints arise until the test result is known.
- A student or staff member who has been tested negative for corona can return to school.

What should a school do in the event of a (suspicion of) an infection?

It is common for schools to report outbreaks of infectious diseases to the GGD department for infectious disease control. The school manager or location manager reports an unusual number of cases of a disease of a suspected infectious nature to the GGD. This also applies to (possible) coronavirus infections. An unusual number for primary education has been set at 3 or more.

What happens if an infection has been detected at school?

The GGD conducts source and contact research for all patients with a confirmed coronavirus infection. The GGD then asks the patient with whom he/she has had direct contact during the contagious period and, if necessary, takes measures to prevent further spread. Roommates of a

COVID-19 patient must remain in home quarantine for up to 10 days after the last contact with the patient. That's because they can get sick up to 10 days after the last contact. Exactly what measures should be taken at the school and whether more people should be tested depends on the circumstances and is determined by the GGD. The GGD will contact the school about this.

If a student has been in contact with someone with a confirmed COVID-19 (a minimum of 15 minutes within 1,5m distance) the student has to stay at home and it is important to test the student **if he or she develops complaints**. After the test, the student remains at home awaiting the test result. A student who has tested negative can go back to school.

A student who has tested positive for corona must stay at home and have a rest for at least 7 days after the symptoms develop and may only go back to school when he / she no longer has any symptoms.

A student without complaints is quarantined for 10 days from the moment the close contact took place.

Does the Participation Council (MR) have a role when emergency plans are made?

Legally speaking, in most cases the MR has the right of approval for emergency measures, because these measures have a major impact on the way in which education is organised. An emergency plan usually means a deviation from the school plan. This is an emergency, so a decision must usually be made quickly. The MR therefore offers all cooperation and diligence.

When it comes to common measures for all schools under one school board, a decision is not up to the MR but to the joint participation council (GMR):

When measures that affect the health of the teaching staff is concerned, these are made in consultation with the staff section of the (G)MR

Text protocol about staff

The school applies the RIVM advice and guidelines for the schools:

A staff member with the following (airway) complaints stays at home:

- Nose cold.
 - Cough.
 - Difficulty breathing / tightness.
 - Temporarily smell and taste less.
 - A staff member with a fever above 38 ° C stays at home.
- If a staff member has tested positive for corona, he / she must stay at home and sick for at least 7 days. The staff member may only return to school if he / she has no complaints
 - If someone in the staff member's household has a fever above 38 ° C and / or shortness of breath, the staff member will also stay at home.
 - If everyone in the household has no complaints for 24 hours, the staff member can go back to school.

- If someone in the staff member's household has been tested for COVID-19 and has a positive result, the staff member should wait until that person is free of complaints for 24 hours and then stay at home for an additional 10 days.
- Staff members with complaints contact the ARBO doctor.

The following specific measures are in effect:

- Staff members with corona-related complaints are tested in accordance with the national test policy and established principles. The test policy is made by the GGD. If the continuity of education is at risk, priority can be given to testing. The head of school must sign a priority form and a special telephone number must be called.
- You stay at home until the result is known (consult the employer about which activities you can do from home).
- Staff members who are part of a risk group can be exempted from work at school (choice of employee in consultation with the ARBO doctor or GP and employer).
- Staff members with family members who are part of a risk group can be exempted from work at school (choice of employee in consultation with the employer and treating physician).
- A staff member who does not belong to the risk group, but who is seriously concerned, will discuss this with his employer. In that meeting, an assessment is made as to whether agreements can be made about the precise details of the activities. If an individual staff member still needs personal protective equipment, this can be discussed. It is not necessary for safety reasons.
- Medical information of the staff member is not shared with colleagues or parents without consent.
- The ARBO doctor can be involved in this.

What if there is a suspicion that an employee has the coronavirus but has not been diagnosed?

If there is a suspicion that an employee is infected with the coronavirus, the employer may request the employee to stay at home or to go home. This may be because the employee indicates that he has been in certain places or that he / she has been in contact with certain persons. It is also possible that the employee has certain illness symptoms (fever, cold, cough). Under normal circumstances it is not customary to let an employee be at home, but under current circumstances it is possible to protect others.

Staff must stay at home for up to 10 days after a stay in an orange or red country and are not allowed to come to school or the playground. Students up to 13 years old are allowed to go to school, childcare and participate in sports activities, unless they have health problems. RIVM guideline: children up to 13 years old with colds without other complaints and who have not been in contact with someone who has tested positive can go to school.

HSV policy line:

The HSV acts in accordance with the above mentioned. It would be useful to ventilate as much as possible

Students up to 13 years old with a nose cold without other complaints and who have not been in contact with someone who has tested positive are allowed to go to school.

Students and staff with persistent complaints with a known cause (hay fever or chronic colds) do not have to be excluded, unless the symptoms change. In case of complaints other than someone is used to, the student or staff member must stay at home until the (new) complaints have passed. Parents and staff can contact their GP or GGD Haaglanden (national number 0800-1202).

<https://ici.rivm.nl/langdurig-neusverkouden-kinderen>

The head of school/director reports to the GGD and the (executive) director when 3 or more cases of illness of a suspected infectious nature have appeared. The GGD determines which measures should be taken at school.

When a staff member goes home with this disease, he or she reports to the GGD for a test. At this moment test centres are available in Nootdorp, Naaldwijk and Leidschendam. If the test is negative, the person concerned can immediately return to work (and therefore does not have to stay at home with a cold, for example). If the test is positive, the colleague must stay at home until at least 7 days after the complaints have arisen and may only return to school if he / she no longer has any complaints.

The school management discusses with the GGD which measures should be taken in the school in case of a positive test. The sick staff may be replaced. When the school management is under the impression that the positively tested staff member has had many contacts with colleagues without keeping the 1.5m distance, this is reported to the GGD. In this case, consultation takes place with the staff involved. When necessary, a decision can be made in consultation with the board to replace the staff involved or temporarily send home the groups concerned.

There will always be communication about sending groups home and about positive testing to all parents and staff of a location. This policy will be published on the website.

If a student has been in contact with someone with a confirmed COVID-19 (a minimum of 15 minutes within 1,5m distance) the student has to stay at home and it is important to test the student if he or she develops complaints. After the test, the student remains at home awaiting the test result. A student who has tested negative can go back to school.



Ventilation

In September 2020, research was conducted into the quality of the ventilation of the HSV school buildings, relating to COVID-19 (Corona) and the associated requirements and standards. The results of this investigation do not lead to immediate measures. However, opening windows in the winter season will be more difficult. We will continue to do so where possible and will advise staff and children to wear warm clothing. The HSV will also closely monitor which additional possibilities the extra OCW investment of € 360 million will offer for installing mechanical ventilation in buildings that do not yet have this.

In the first instance, 2 levels (standards) were examined, namely:

- The 2012 Building Decree for existing buildings.
- Class C "fresh schools".

Both standards are based on a quantity of fresh air per person per second, namely 3.44 and 6 liters respectively.

The school buildings with classrooms and gym with a WTW (WarmteTerugWin / heat recovery) installation:

- **Willemsparkschool (Frederikstraat)**
- **Van Heutszstraat**

These buildings with mechanical ventilation function well.

The school buildings with natural ventilation:

- **IVIO (Laan van Poot)**

This building meets the ventilation requirements excellently, windows in all rooms can be opened on 3 sides, both low and high.

- **VNS (Van Nijenrodestraat)**

The classrooms meet the building regulations (more than 30 pupils), are suitable for up to 20 pupils according to the "fresh schools" standard. By using "open doors" and "open windows in the hallway" during breaks, additional ventilation can be provided.

The room next to the auditorium deserves the most attention. The situation can continue to function properly in the short term by means of open doors and open windows in the hallway.

- **KSS Koningin Sophiestraat**

The classrooms meet the building regulations (more than 30 pupils), but are suitable for up to 21 pupils according to the "fresh schools" standard. By using "open doors" and

“open windows in the hallway” (possibly only) during breaks, additional ventilation can be provided.

ID6 is now using the former Dutch room, because there are better ventilation options for their intensive use.

The gym does comply with building regulations (> 30 students), but for only 17 students at “fresh schools” level. Extra ventilation by opening the emergency doors helps.

- **NSL Nassaulaan**

Although this building is the oldest building of the HSV, there are enough windows that can be opened to meet the requirements at both quality levels. To be on the safe side, additional measurements have been taken here with a CO2 survey: these measurements do not lead to a different conclusion.

In the gym, ventilation is necessary by opening the emergency door. We are investigating whether we can install more tilting windows in the wall at the street side.