



COVID-19 Response Checklist *Schools and Early Childhood Education Settings*

This checklist has been developed to support principals and leaders of primary and secondary schools and early childhood education settings (referred to as 'schools' in this document) respond to COVID-19 cases.

Follow the advice and actions below on being notified of a COVID-19 positive staff member or student in the school.

1. Ensure the case is isolating

- The staff or student who has tested positive for COVID-19 can access further information about their isolation requirements at [HealthyWA](#). See [What to do when you test positive for COVID-19](#).

2. Determine if the case was at school during their infectious period

- Determine the case's infectious period, which is taken from 48 hours before the onset of symptoms (or 48 hours before the positive test if the person has no symptoms) until the end of isolation.
- In schools, close contacts are unlikely to be identified unless a case is infectious within a residential or boarding school setting.

3. Identify close contacts

- See [HealthyWA](#) for the current close contact definition.
- A person who has recovered from COVID-19 is not considered a close contact if the exposure occurs within 12 weeks of that recovered person leaving isolation.

4. Close contact requirements

- Staff and students who are close contacts and have **no symptoms** can still attend school and extra-curricular activities provided they return a negative RAT each day they leave home (for children over 2 years of age) and wear a mask when outside of the home (for children 12 years and over) (see ['I am a close contact and have no symptoms'](#)). They must avoid high-risk settings (including aged care facilities, disability care residential facilities, mental health residential facilities, health care settings and correctional facilities).
- Staff and students who are close contacts and **have symptoms** must isolate and not attend school (see ['I am a close contact with symptoms'](#)).
- See [COVID-19 close contacts](#) for further information.

5. Communicate to the school community

- Use templates provided by the school or childcare's relevant supporting organisation (Department of Education, CEWA, AISWA or ECRU) to communicate to your school community as required. Send to parents through your preferred communication channel.

6. Escalation

- If you require further advice or assistance, contact your school or childcare's relevant supporting organisation (Department of Education, CEWA, AISWA or ECRU) who will work with WA Health to facilitate the provision of relevant health advice (where applicable).
- WA Health can provide specific advice in certain circumstances, including (but not limited to):
 - the case is a member of an education support unit or if members of an education support unit

- are likely to be close contacts;
- the case lives in a remote Aboriginal community; or
- the case resides in a residential facility.
- Please notify your school or childcare's relevant supporting organisation (Department of Education, CEWA, AISWA or ECRU) if any of the above criteria are met.

7. Return to school for cases

- Staff and students who have tested positive for COVID-19 can return to school when they have completed their [required isolation period](#) and symptoms have resolved. A negative test or clearance from WA Health is not required.
- Employers should support staff returning to work and ensure workplace discrimination does not occur (see [Social stigma and COVID-19 at HealthyWA](#) for ways to address social stigma).

Last updated 6 May 2022, SHICC PHAB

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