



Christian Brothers Primary School,
BRIGOWN, MITCHELSTOWN, CO. CORK, P67 FY81.

Roll No: 17639W

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Our School Motto: Have Courage & Be Kind

Suspected Case of COVID-19

Who is Responsible for What & When

Responsible	Trigger for action	Actions
Adult Associated with Bubble	Suspected case of COVID-19 in the school	<ul style="list-style-type: none"> Move the child or adult to the isolation room/area Inform Principal / Deputy Principal (use mobile phone if required)
Principal	Suspected case of COVID-19 in the school	<ul style="list-style-type: none"> In the case of a child - contact the parents / guardians and inform them that their child has been isolated as a suspected case of COVID-19 Ask them to come to the school and to take the child home When the parents / guardians come to the school, advise them to contact their GP by phone and to seek advice. Remind them that this call is free In the case of an adult, arrange for them to safely go home and advise them to contact their GP Follow up with a phone call later that day to see how the child is and if a test was recommended NOTE – parents not obliged to report any medical information to the Principal
Parents	Child Isolated	<ul style="list-style-type: none"> Collect the child from the school Ring the GP, describe the symptoms and seek advice Take the child for a COVID test, if so advised Keep the child at home for the period advised by the GP
Staff Member	Has COVID symptoms	<ul style="list-style-type: none"> Ring the GP, describe the symptoms and seek advice Follow that advice and take a COVID test, if so advised Clarify with the GP how long you are to remain out of school Inform the Principal and refer to Circular 49/2020 if seeking Special Leave
GP	Adult or parent rings to describe possible COVID symptoms	<ul style="list-style-type: none"> Decide on whether or not a COVID test is warranted Advise the adult or parents as to how long the adult/child is to remain out of school
Parents	Child advised to go for a COVID test by GP	<ul style="list-style-type: none"> Inform school Remove any siblings or other household contacts from the school
Principal	On learning that the child has been sent for a COVID test	<ul style="list-style-type: none"> Ensure that any other household contacts are removed from the school setting
HSE	GP requests a COVID test	<ul style="list-style-type: none"> Arrange for the test to be carried out Inform the patient of the result Contact the school in the case of a positive test in relation to further action Contact staff members and parents as required in line with action to be taken
Principal	HSE request for Names and Addresses	<ul style="list-style-type: none"> Provide the information required by HSE to facilitate their Contact Tracing and other necessary communications

Full Policy posted on Website

Hard Copy given to all staff

Posted on walls in Isolation Areas & Secretary's Office