

COVID-19 PUBLIC HEALTH GUIDANCE: WHEN A COVID-19 OUTBREAK IS DECLARED AT SCHOOL

*The following process is intended as a general guide. It may be adapted based on the circumstances under which the outbreak is declared.

Last revised: September 1, 2021

SMDHU Declares an Outbreak:

An outbreak will be declared if it is determined that there are two or more lab-confirmed COVID-19 cases in students/staff/visitors in a school with an epidemiological link within a 14-day period where at least one case could have reasonably acquired their infection in the school (including transportation and before and after school care), or as determined by public health.



The SMDHU will:

Notify School Board COVID-19 Lead, school principal and child care operator of outbreak declaration and request further information.

Determine which cohort(s)* must isolate and indicate partial or full school dismissal.

Communicate cohort isolation requirements and outbreak measures and enhanced cleaning requirements to the School Board COVID-19 Lead, school principal and child care operator.

Post outbreak on SMDHU website

Conduct contact tracing of determined close contacts of positive case and provides guidance on testing and isolation.

Notify School Board COVID-19 Lead, school principal and child care operator when safe return to school is indicated.



The School Board will:

Notify the School Principal of outbreak, following confirmation from SMDHU.

Provide direction to schools regarding communications to staff, students, and families in consultation with the SMDHU.

Consider communication linking to outbreak posting on school board website.

***Note:** Students who are not fully immunized and in close contact (in a cohort, class, bus, etc.) with someone who has tested positive for COVID-19, should generally expect to be excluded from school. Those who are fully immunized should generally expect to be able to continue to attend school.



The School Board or School will:

Compile information needed in relation to staff/student cohort(s) and provides to SMDHU, including:

- Attendance records
- Class/cohort lists and seating charts
- Before/after school child care lists
- Transportation lists & seating charts
- Current contact info for students/staff
- Special assignments/programs/activities (e.g., Special Education)
- Records of essential visitors

Distribute parent communications as directed by School Board and in collaboration with SMDHU and child care operators (as applicable).

Implement any/all outbreak measures recommended by SMDHU including:

- Posting outbreak signage at entrance and affected areas
- Coordination of communications to the school community
- Informing outside agencies that use the school of the outbreak.
- Only allowing essential visitors into the school.
- Further minimizing the movement of staff between cohorts.
- Limiting student activities to their required cohorts and discontinuing extra-curricular activities, as much as possible.
- Where possible, restricting staff (including school, transportation, staff from home care agencies or others that provide medical services to those in school) from working in other schools.