

## Measures in case of a Positive Case Covid-19

### a) Reporting a case of COVID-19

- When a case is confirmed, the parents/teacher informs the school immediately ([Covid19@esmol.be](mailto:Covid19@esmol.be)). The management decides on the measures to be taken.

**In case the school asks the parents to pick up a child who has been symptomatic at school:**

- The school keeps this information confidential;
- The school nurse can, if necessary, ensure that contact has been made with the attending doctor, via the family and then the attending doctor;
- Contact will only be made on request of the school. For any questions about the management of a suspicion or case, the school will contact the school doctor.

### b) Contact tracing

- If a case of COVID-19 has attended school in the two days before the onset of symptoms (or the taking of the sample), the school nurse, in collaboration with the management and Safety & Security Officer, must carry out a contact tracing and inform the parents of the close contacts and inform them of the measures to be taken to limit the transmission of the virus.
- A list of contacts is drawn up by the parents and the school, including at least the surname, first name, date of birth of the contacts and the telephone number of a close relative, preferably a parent. The list is divided into two parts for high-risk and low-risk contacts.
- Students (Primary & Secondary) that were in high-risk contact with the subject must quarantine for 7 days and need to be tested. The test must be carried out at least 5 days after the last high-risk contact.  
If the test is negative, work or school can be resumed 7 days after the last high-risk contact.  
If the test is positive, the quarantine is prolonged with 7 days.
- School nurse must also identify among the contacts whether there are children belonging to a risk group who were attending school in agreement with their doctor. Telephone contact with parents should be made immediately, informing them whether the contact is high or low risk, and asking them to discuss it again with their doctor.
- All information concerning personnel is transmitted to the SSO (Safety & Security Officer) and will be shared with the External Service for prevention (IDEWE)
- Doctor Stuyck: [veronique.stuyck@idewe.be](mailto:veronique.stuyck@idewe.be)
- Secretary Primary/Secondary will keep the contact list of a case on the premises of their department so that they can communicate it at request if necessary.

**c) Informing parents of contacts about the measures to be taken**

The school Secretary, in collaboration with the school management, informs the parents of children who have been in contact with a confirmed case. The communication will be done by telephone, e-mail, or paper mail. Telephone contact is strongly recommended.