



SJCQC CONTINGENCY PLAN

SCENARIO 1: A student shows COVID-like symptoms while inside the school.

1. The student informs the teacher.
2. The teacher contacts the School Health Personnel.
3. The School Health Personnel fetches the student from the classroom and brings him/her to the Isolation Room.
4. The School Health Personnel informs the parent/guardian to fetch the student.
5. The School Health Personnel issues a gate pass to the student.
6. The School Health Personnel will advise the parents/guardians to have the student:
 - Stay at home or keep away from crowd.
 - Take adequate rest and drink plenty of fluid.
 - Practice personal hygiene to prevent the spread of infectious disease.
 - Seek immediate medical care if there is difficulty of breathing, persistent pain or pressure in the chest, inability to wake or stay awake, or changes in color on the lips, gums, face, around the eyes, or nails.
7. The School Health Personnel informs the Department Head.
8. The School Health Personnel will initiate contact tracing, informing possible close contacts (students/school personnel) of their possible exposure to COVID-19 in the school while maintaining confidentiality.
 - Asymptomatic students who are identified as close contacts are advised to self-isolate and will not attend face-to-face classes for five (5) days. They will be provided with alternative learning activities.
 - Asymptomatic school personnel (fully vaccinated) who are identified as close contacts shall be required to continue symptom monitoring for 14 days, strictly observing minimum public health standards which includes wearing well-fitted masks, physical distancing, among others. They should regularly report to the School Health Personnel of any development, including new symptoms.
 - Symptomatic students or personnel are advised to self-isolate for five (5) days. On the fourth day of isolation, they shall undergo antigen test or RTPCR.
9. Confirmed cases, whether fully vaccinated, unvaccinated, or with incomplete vaccination may return to school provided that:





- For mild to moderate COVID-19 confirmed cases: Fourteen (14)-day isolation has passed from onset of the first symptom, respiratory symptoms have improved (cough, shortness of breath), AND have been afebrile (not feverish) for the last 24 hours without use of antipyretic medications;
- For severe and critical COVID-19 confirmed cases: Twenty-one (21)-day isolation has passed from onset of the first symptom, respiratory symptoms have improved (cough, shortness of breath) AND have been afebrile (not feverish) for the last 24 hours without the use of antipyretic medications

10. Upon return to school:

- Close contacts are advised to report to the School Health Personnel and fill out the Health Declaration Form.
- Confirmed COVID-19 cases are required to submit a Medical Certificate to the School Health Personnel.

11. If warranted, the School President will suspend face-to-face classes and shift to online learning and the classrooms will be locked down for sanitation and disinfection. Resumption of classes will be determined by the School President upon the advice of the School Disaster Risk Reduction and Management Committee (SDRRMC).

Scenario 2: A school personnel (teacher or a non-teaching staff) shows COVID-like symptoms while inside the school.

1. The school personnel informs the School Health Personnel.
2. The School Health Personnel brings the school personnel to the Isolation Room and informs the person designated to be contacted in case of emergency to fetch the school personnel.
3. The School Health Personnel informs the Department/Unit Head and the HR.
4. The School Health Personnel will advise the school personnel to:
 - Stay at home or keep away from crowd.
 - Take adequate rest and drink plenty of fluid.
 - Practice personal hygiene to prevent the spread of infectious disease.
 - Seek immediate medical care if there is difficulty of breathing, persistent pain or pressure in the chest, inability to wake or stay awake, or changes in color on the lips, gums, face, around the eyes, or nails.
5. The School Health Personnel will initiate contact tracing, informing possible close contacts (students/school personnel) of their possible exposure to COVID-19 in the school while maintaining confidentiality.
 - Asymptomatic students who are identified as close contacts are advised to self-isolate and will not attend face-to-face classes for five days. They will be provided with alternative learning activities.





- Asymptomatic school personnel (fully vaccinated) who are identified as close contacts shall be required to continue symptom monitoring for 14 days, strictly observing minimum public health standards which includes wearing well-fitted masks, physical distancing, among others. They should regularly report to the School Health Personnel of any development, including new symptoms.
 - Symptomatic students or personnel are advised to self-isolate for five (5) days. On the fourth day of isolation, they shall undergo antigen test or RTPCR.
6. Confirmed cases, whether fully vaccinated, unvaccinated, or with incomplete vaccination may return to school provided that:
- For mild to moderate COVID-19 confirmed cases: Fourteen (14)-day isolation has passed from onset of the first symptom, respiratory symptoms have improved (cough, shortness of breath), AND have been afebrile (not feverish) for the last 24 hours without use of antipyretic medications;
 - For severe and critical COVID-19 confirmed cases: Twenty-one (21)-day isolation has passed from onset of the first symptom, respiratory symptoms have improved (cough, shortness of breath) AND have been afebrile (not feverish) for the last 24 hours without the use of antipyretic medications
7. Upon return to school:
- Close contacts are advised to report to the School Health Personnel and fill out the Health Declaration Form.
 - Confirmed COVID-19 cases are required to submit a Medical Certificate to the School Health Personnel.
2. If warranted, the School President will suspend face-to-face classes/work and shift to online learning/work from home arrangement, if possible. The classrooms/offices will be locked down for sanitation and disinfection. Resumption of work/classes will be determined by the School President upon the advice of the School Disaster Risk Reduction and Management Committee (SDRRMC).

SCENARIO 3: A student/school personnel feels ill/tests positive for COVID/gets possible exposure to COVID while at home.

1. The student/parent or school personnel informs the School Health Personnel.
2. The School Health Personnel informs the Department/Unit Head and HR.
3. The School Health Personnel will advise the student/school personnel to:
 - Stay at home or keep away from crowd.
 - Take adequate rest and drink plenty of fluid.
 - Practice personal hygiene to prevent the spread of infectious disease.





- Seek immediate medical care if there is difficulty of breathing, persistent pain or pressure in the chest, inability to wake or stay awake, or changes in color on the lips, gums, face, around the eyes, or nails.
4. The School Health Personnel will initiate contact tracing, informing possible close contacts (students/school personnel) of their possible exposure to COVID-19 in the school while maintaining confidentiality.
 - Asymptomatic students who are identified as close contacts are advised to self-isolate and will not attend face-to-face classes for five days. They will be provided with alternative learning activities.
 - Asymptomatic school personnel (fully vaccinated) who are identified as close contacts shall be required to continue symptom monitoring for 14 days, strictly observing minimum public health standards which includes wearing well-fitted masks, physical distancing, among others. They should regularly report to the School Health Personnel of any development, including new symptoms.
 - Symptomatic students or personnel are advised to self-isolate for five (5) days. On the fourth day of isolation, they shall undergo antigen test or RTPCR.
 5. Confirmed cases, whether fully vaccinated, unvaccinated, or with incomplete vaccination may return to school provided that:
 - For mild to moderate COVID-19 confirmed cases: Fourteen (14)-day isolation has passed from onset of the first symptom, respiratory symptoms have improved (cough, shortness of breath), AND have been afebrile (not feverish) for at least 24 hours without use of antipyretic medications;
 - For severe and critical COVID-19 confirmed cases: Twenty-one (21)-day isolation has passed from onset of the first symptom, respiratory symptoms have improved (cough, shortness of breath) AND have been afebrile (not feverish) for the last 24 hours without the use of antipyretic medications
 6. Upon return to school:
 - Close contacts are advised to report to the School Health Personnel and fill out the Health Declaration Form
 - Confirmed COVID-19 cases are required to submit a Medical Certificate to the School Health Personnel.
 3. If warranted, the School President will suspend face-to-face classes/work and shift to online learning/work from home arrangement, if possible. The classrooms/offices will be locked down for sanitation and disinfection. Resumption of work/classes will be determined by the School President upon the advice of the School Disaster Risk Reduction and Management Committee (SDRRMC).

