



Response and Contingency Plan COVID-19

(Term 3 2022)

1 — Introduction

This plan will continue to be reviewed and updated by the COVID-19 Leadership Team as new recommendations and guidelines are issued by the Portuguese Health Authority and DGEstE (educational authority).

2 — COVID-19 Leadership Team

The overall coordination of the contingency plan is led by the Head Teacher, Delilah Miguel and by the designated Focal Point (Miss McKie), who will be assisted by the Leadership Team made up of the following people:

Middle and Upper School Coordinator - Mrs Manuela Vieira;
Exams Officer – Mr. Ricardo Leite
Cleaning Supervisor – Mrs Guida Abreu

3 — Guidelines for the school community

The current epidemiological situation means that each individual member of the CLIC community has a vital role to play in protecting the community as a whole. As such self-isolating when COVID-19 symptoms are experienced and following effective preventative measures is essential.

3.1 General community measures

Any member of the school community who has a temperature of 38°C or more must remain at home and inform the Leadership Team.

Any member of the school community who experiences any of the symptoms below must remain at home and inform the Leadership Team.

- a dry cough,
- difficulty breathing,
- a sore throat,
- a consistent headache,
- aching muscles,
- loss or alteration of their sense of taste or smell.

Should any student have a temperature of 38°C or more, or should they experience any of the above symptoms while at school their parents/guardians will be contacted immediately to take them home.

- Masks are no longer compulsory in educational establishments.
- Any member of the school community may continue to wear a mask if they wish.
- Frequent and correct hand washing using liquid soap and water, scrubbing the hands rigorously for at least 20 seconds.
- Reinforce hand washing before and after contact with food, after the use of toilets, and after contact with surfaces in public places (door handles, etc.);
- Cough or sneeze into a tissue (single-use) or into the sleeve, and not into hands;
- Place used tissues in a dustbin and wash your hands afterwards;
- Avoid touching eyes, nose and mouth;
- Use an alcohol-based sanitizer when entering or leaving rooms;
- Use the different entrance and exit points to the building as indicated for different groups of students and staff;
- Comply with staggered times to enter and exit the school building;
- Follow physical distancing guidelines when attending large-scale events;
- Personal items and food should not be shared.

4 – Access to CLIC

Until otherwise indicated, only staff and students may enter the school building. anyone who is not essential to the operation of CLIC will not be able to enter the building.

When strictly necessary an authorization may be given to deal with administrative matters at the CLIC Office.

Visitor requests for access will be dealt with on a case-by-case basis.

5- Preventative Measures at CLIC

- All rooms and communal areas will be cleaned and sanitized regularly;
- All rooms and communal areas will have hand sanitizer dispensers;
- All toilets will have soap dispensers and single-use hand towels;
- The cleaning team will manage the waste on a daily basis in accordance with health authority (DGS) guidelines;
- The rooms will be disinfected when there is a change of group or every two hours;
- All rooms and communal areas will be kept well ventilated;
- Toilet facilities will be cleaned after each break and at the end of the day;
- Communal areas and surfaces will be disinfected 4 times a day;
- Rooms used for meals will be disinfected immediately after use;
- The areas used by staff only will be disinfected at least twice a day.

6- CONTAINMENT PROCEDURES

All community members must remain aware of COVID-19 related symptoms and report any suspected/confirmed infections to the Leadership Team.

If a student has any COVID-19 related symptoms at school, this will be immediately communicated to parents/guardians whose responsibility it is to pick them up and contact SNS 24 (808 24 24 24).

The Leadership Team should be informed immediately if the case is confirmed as COVID-19.

CLIC will contact the Local Health Authority should this be required.

Students who are in self-isolation will receive online learning provision via the existing platforms for this purpose.

Should it prove necessary CLIC may move to partial/total closure and move to online learning.

7 — Emergency Contacts

SNS24: 808 24 24 24

Saúde Pública (Local health authority): 244 572 923

Emergency Services: 112

Miss Miguel: 919 656 169

Miss McKie: 965 854 892