

Management of confirmed cases and household contacts at school (STUDENTS)

Updated approach to managing a confirmed case of COVID-19 in schools

Where a student is identified as a positive case, individual education contact tracing will end. The revised process is set out below.

Principal actions: identification and notification

1. Parents/carers should complete the [RA Test portal](#) if a student tests positive to COVID-19 (via a PCR or rapid antigen test).

Where a parent/carer informs the school by phone or written notification, the school should complete the [VicED COVID tool](#).

2. Students who report a positive result must isolate for seven days and not attend school during that period.
3. Where a student is a household contact of a positive case (that is, they have spent more than four hours with someone who has COVID-19 inside a house, accommodation, or care facility) they must inform the school and isolate for seven days and not attend school during that period.
4. Principals must notify the school community through a daily email (where applicable) when a student or staff member has (or multiple students or staff members) have returned a positive COVID-19 test result and had attended the school. The notification should include:
 - Dates of attendance
 - Affected group/cohort/year levels
 - Any relevant extracurricular activitiesThe notification can be provided to only the affected group/cohort/year level or to the whole school.
5. Ensure that students refrain from returning to school if they remain symptomatic, unless it is known that their symptoms are caused by an underlying health condition or medication.

In the event of multiple positive cases at a school, the Department of Health (DH) will work with the relevant regional office to determine the most appropriate response and any additional actions that should be taken.

Schools must treat health information, including an individual's vaccination status or diagnosed medical condition (including positive COVID-19 test results) in accordance with the Schools' Privacy Policy. COVID-19 diagnoses and vaccination statuses are not to be shared or discussed unless the individual (or their parent/carer) provides consent, or unless schools are legally obliged or authorised to do so (for example, to comply with a Pandemic Order). Further guidance on the handling of health care information can be found on PAL under [Privacy and information sharing – Health care information](#).

Table 2: Summary of student and staff scenarios

Scenario	Required actions for the student/family	Required actions for the school
<p>A student tests positive to COVID-19, either through RA test or PCR test</p>	<p>Isolate at home or in private accommodation for 7 days (inclusive of weekends) and do not attend school during this period.</p> <p>Inform the school, that they have tested positive to COVID-19.</p> <p>A negative test is not required to return to school following completion of 7 days of isolation.</p> <p>Follow the Checklist for COVID cases.</p>	<p>The school must notify DET of positive student cases via the Vic Ed COVID Tool.</p> <p>The school should notify school community that there has been a case at the school using the communication templates available.</p>
<p>A student is a household contact or house-like contact*.</p> <p><i>You have spent more than four hours with someone who has COVID-19 inside a house, accommodation, or care facility.</i></p> <p><i>Contact at school is not included in this definition, unless contact has occurred in a school-based residential setting, e.g. school camp or boarding school.</i></p>	<p>Notify the school that they are a household or household-like contact.</p> <p>Follow the Checklist for COVID contacts.</p> <p>Students must quarantine for 7 days (inclusive of weekends) and must not attend school during this period.</p>	<p>No further action.</p>
<p>A student has been in contact with a case of COVID-19, including at school or at work.</p>	<p>If asymptomatic, students and staff should continue to attend school and monitor for symptoms.</p> <p>If symptomatic, all students/staff must stay/return home, take a rapid antigen test, or get a PCR test if a rapid antigen testing kit unavailable.</p> <p>On receipt of a negative test result, and if well enough, the student/staff member can return to school.</p> <p>If staff/students are too unwell to attend school, usual leave/absence policies apply.</p> <p>Follow the Checklist for COVID contacts.</p>	<p>No further action.</p> <p>The school is not required to seek rapid antigen test results from the students or staff unless a positive test is returned.</p>