

26 September 2021

Dear Student Care Operator

## **Revised Precautionary Measures for Student Care Centres Against COVID-19 (Coronavirus Disease 2019)**

*This circular summarises all relevant measures from all COVID-19 related circulars issued by MSF to-date.*

The Multi-Ministry Taskforce (MTF) has announced **safe management measures (SMMs) from 27 September 2021 through 24 October 2021** to slow down community transmissions and allow time for Singapore's overall healthcare and response capacity to be appropriately augmented. MTF will review the measures two weeks after implementation and adjust these based on the community situation then. Please refer to the press release for more details: [https://www.moh.gov.sg/news-highlights/details/stabilising-our-covid-19-situation-and-protecting-our-overall-healthcare-capacity\\_24September2021](https://www.moh.gov.sg/news-highlights/details/stabilising-our-covid-19-situation-and-protecting-our-overall-healthcare-capacity_24September2021)

2 The Ministry of Education (MOE) has also extended Home-Based Learning (HBL) for all Primary and Special Education (SPED) schools **so that children will be away from schools for the next 2 weeks**. Private Education Institutions (PEIs) must also implement HBL for all students aged 12 years and below from 27 September 2021 to 10 October 2021. During this period, in-person tuition and enrichment classes conducted by external vendors in the SCC for students aged 12 and below must be conducted online or otherwise be suspended.

### **Student Care Centres will remain open**

3 Student care centres will remain open as per the centres' usual operating hours during the school term (e.g. to begin operations in the afternoon if your Centre operates only in the afternoon during school term), to support parents who need to work. **As work-from-home will be the default mode at workplaces, parents are encouraged to keep their children at home during this period, where possible.** This is especially when children have underlying medical conditions which include:

- Congenital heart disease
- Chronic lung disease
- Chronic liver disease
- Chronic kidney disease
- Chronic neurologic disease
- Active cancer
- Immunosuppression
- Diabetes
- Genetic metabolic disease
- Blood disorders (e.g. severe anaemia/thalassemia)

4 To support families that keep their children at home during this period, MSF will **automatically waive the 50% minimum attendance requirement in September and October 2021 for children receiving Student Care Fee Assistance (SCFA)**. This allows beneficiaries to continue receiving SCFA despite not being able to attend student care in September/ October due to reasons such as parents keeping children home as a precautionary measure, and when the child is on Quarantine Order (QO), Leave of Absence (LOA) or Stay Home Notice (SHN). However, the rest of the qualifying requirements will still apply.

5 **To keep the student care centre community safe and slow down transmission, we will further tighten safe management measures in student care centres for this period from Monday, 27 September.** We recognise that these revised measures will impact your student care centres' operations but seek your understanding that they are necessary to safeguard the staff and children. In the upcoming weeks, it is of utmost importance that everyone be extra vigilant and take all necessary precautions against the spread of COVID-19 infections in Singapore. Please refer to Annex A for an overview of the changes from 27 September 2021.

## COVID-Safe Access

### a. Leave of Absence

#### ***Staff/ child and household members who test positive via an Antigen Rapid Test (ART)***

6 To ensure that individuals who may pose a risk of transmission do not enter the student care centre premises, staff/ children who test positive on an ART should not enter or remain in the student care centre. Staff/ children who test positive on an ART should continue to visit a Swab and Send Home (SASH)<sup>1</sup> clinic for follow up and take a PCR test. This applies to both individuals showing symptoms and those without symptoms (asymptomatic). Such staff/children may return to student care centre only after they receive a negative Polymerase Chain Reaction (PCR) test and have fully recovered (i.e. no longer displaying symptoms).

7 **For staff/ children with household members who have tested positive on an ART, the staff/ child should be placed on a Leave of Absence (LOA)** and return to student care centre only after the household member has tested negative on a PCR test or ART.

#### ***Staff/ children and household members who are unwell***

8 Children/Staff with household members (aged 6 years and above) who are unwell (with fever and/ or flu-like symptoms such as cough, runny nose, sore throat, shortness of breath) should be placed on LOA, until the unwell household member is tested negative for COVID-19 (either PCR or ART test).

### b. Visitors in Student Care Centres

9 From 27 September to 24 October 2021, only visitors who are needed to support the running of student care centres (e.g. contractors) and those who need to perform necessary functions (e.g. MSF staff, auditors) may enter the premises. **All parents, including parents of newly enrolled children (regardless of vaccination status) are restricted from entering the premises.**

10. If it is necessary to have a visitor in the SCC, in addition to prevailing safe management measures (e.g. temperature checks, travel declarations must be obtained, maintaining a safe distance of 2m), visitors who may have contact/ interactions with children (e.g. MSF officers, auditors) must:

- Be fully vaccinated; **or**

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<sup>1</sup> To find a SASH clinic, check: <https://flu.gowhere.gov.sg>

- Have obtained a negative result on an ART taken at a MOH-approved provider in the past 24 hours before the expected end of the visit.

11. SCCs should designate a 'drop-off point' outside the SCC for deliveries by vendors and ensure proper sanitisation and wiping down of all goods and items that are delivered.

### c. **Supplementary programmes**

12 The Ministry of Education has announced that centre-based tuition and enrichment classes must move online from 27 September 2021 to 10 October 2021 (both dates inclusive). As such, **enrichment programmes at student care centres conducted by external vendors are also to be conducted online or suspended** until 10 October 2021 (or further notice). Tuition and enrichment activities provided in-house and during student care hours are permitted. We will review the situation closer to date and provide an update on whether in-person programmes may resume.

## COVID-Safe Behaviour

### d. **Cohorting arrangements for children and staff**

#### For children

13 **Student care centres are to continue to strictly allocate children in fixed groups, with grouping in the following order of priority:**

- i. Same household;
- ii. Classmates (in school of origin);
- iii. School mates (i.e. grouping by schools);
- iv. Students from other schools (where reasonable practicable to do so). SCCs are to reduce the number of schools in such mixed groupings, where possible, to minimise intermingling of students across different schools.

Children must remain in their fixed groups and not switch between groups. Segregation of children by groups applies also to all activities (including meals, outdoor activities) which must be conducted in the same class or bay at the centres. Where space constraints limit how far children can be seated apart, student care centres can consider the use of desk shields / Plexiglass barriers. If desk shields/ Plexiglass barriers are used, student care centres should ensure that they are wiped down and cleaned after every use.

14 Student care centres are also reminded that when carrying out activities with children, everyone should keep their volume low. Actions such as speaking/singing loudly (like sneezing and coughing) increase expulsion of droplets that may contain viral particles and raise the risk of transmission of diseases like COVID-19. Within the fixed groups, everyone should keep their volume low. There should not be any loud singing or playing of instruments that require expulsion of air (e.g. wind, brass).

#### For staff

15 **All staff, must continue not to be cross-deployed across student care centres.** As far as possible, core programme staff should not be deployed to more than 2

classes/groups within the same centre. *This means that that core programme staff should interact with a maximum of 2 fixed groups/classes (be it for teaching, dismissal/arrival health checks or other duties).* SCC Operators should manage their movements and avoid visiting too many classes/groups and being in close proximity to staff and children across classes/groups. The Operator may consider using CCTVs or assign senior teachers to help monitor the different classes/groups.

16 Non-teaching staff, e.g. cleaners and administrative staff need to refrain from interacting with children, where reasonably practicable to do so. For example, cleaners to clean classrooms/bays when the children are not present.

17 **Student care centres are to avoid mixing children and staff from different groups (e.g. during arrival, dismissal, meal times). This is to minimise risk of cross-transmission across classes.**

#### **e. Outdoor activities**

18 **From 27 September to 24 October 2021, student care centres must carry out outdoor activities in public spaces in small groups of no more than 2 persons (including the staff),** in line with the national reduction in group sizes. Student Care Centres must ensure that there is safe distancing of at least 1 metre between groups and the children remain in their existing classes/groups.

17 Student care centres must adhere to the following safe management measures when carrying outdoor activities:

- i. **Groups/classes going outdoors must be staggered.** There should be no mixing between classes when preparing to go out/return from outdoors.
- ii. **Children should not be brought to crowded spaces** which have high pedestrian traffic/crowds.
- iii. **Refrain from carrying out vigorous outdoor activities.** Children should wear masks or face shields outdoors, as far as possible.
- iv. **Children must practise hand hygiene before and after going outdoors.** This also applies to staff accompanying the children.

### **COVID-Safe Classroom**

#### **f. Large group activities (e.g. learning journeys, assemblies)**

18 **Activities conducted at external venues (e.g. field trips, learning journeys, swimming) and other large group activities in student care centres (e.g. assemblies) will remain suspended** until further notice.

#### **g. Staff meetings and internal training**

19 **Student care centres are to continue to conduct all staff meetings and training virtually** e.g. by using tele-conferencing facilities until further notice.

20 **All social gatherings between staff (e.g. birthday celebrations, team bonding activities, etc.) will remain suspended until further notice.** Operators should not organise social gatherings outside the workplace and also remind their staff not to socialise outside of

the workplace, both during or outside working hours (e.g. going out together for lunch, dinner breaks or drinks), including with colleagues from separate teams / shifts / student care centres.

#### **h. External training**

21 **From 27 September to 24 October 2021, all external training, including Child First Aid (CFA) training, will be delivered virtually.** Where online delivery of classes is not immediately possible, the classes will be rescheduled until adjustments are made for them to be delivered online, or to a later date altogether.

#### **i. Practicums and Internships**

22 Practicums may continue. However, they should not **cross up to no more than 2 classes/groups as required for their practicum/internship.** From 1 October 2021, all vaccinated interns and practicum students must undergo an ART once a week. Those who are unvaccinated must undergo an ART twice a week. Practicum and internship supervision must continue to be conducted online during this period.

#### **Conclusion**

23 The updated safe management measures are set out in Annex B for reference by student care centre operators. Please share the information with your staff. **School-based SCC operators are advised to continue to refer and adhere to the safe management measures issued by the school administration.** If student care operators require assistance, please contact your Student Care Officer or call the SCC helpline at Tel: 6354 8487 (8.30am to 6pm daily).

24 As we need to monitor and assess the situation in student care centres, we seek operators' cooperation to continue to provide MSF with an update of staff and children on QO, Confirmed Cases, LOA and SHN by 5pm daily. Community-based student care centres can send your report to MSF via <https://go.gov.sg/msf-report-loa> or via the QR code below. For school-based Centres, please continue to notify the school administration of such staff/child.



25 **We will continue to review the safe management measures in student care centres and update operators of any further developments.**

26 **We would like to remind student care centres that children, staff and visitors who are unwell (even those with slight symptoms) should not be allowed to enter the student care centre premises and should promptly seek medical attention.** Let us continue to work together as a community because as SG United, we can beat the virus together, and ensure a safe environment for children and staff.

Yours faithfully

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## Summary of Revised Safe Management Measures (SMMs) in SCCs from 27 September 2021

(\* We will continue to monitor the situation closely and update SCCs of further developments)

COVID-Safe ABCs	Tightened Safe Management Measures
<b>COVID-Safe Access</b>	<ul style="list-style-type: none"> <li>☑ Staff/children who test positive on an ART may not enter/ remain in the SCC. They should visit a SASH clinic immediately for a PCR test and may return to SCC only after they receive a negative PCR test and are well (i.e. no longer display symptoms).</li> <li>☑ Staff/ children with household members who have tested positive on an ART must be placed on LOA until the household member has tested negative on a PCR swab or ART.</li> <li>☑ External visitors are restricted to only those needed to support the running of SCCs and those who need to perform necessary functions. All parents will not be allowed to enter the SCC (regardless of vaccination status).</li> <li>☑ Enrichment programmes are to be conducted online or suspended until 10 October 2021 (or further notice). Tuition and enrichment activities provided in-house and during student care hours are permitted.</li> </ul>
<b>COVID-Safe Behaviour</b>	<ul style="list-style-type: none"> <li>☑ To continue segregating children by class/fixed group and there is to be no mixing of children from different classes/groups.</li> <li>☑ To reduce the group size for outdoor activities from groups of 5 to groups of 2 persons (including staff) from the same class/fixed group.</li> </ul>
<b>COVID-Safe Classroom</b>	<ul style="list-style-type: none"> <li>☑ To continue with no cross deployment across SCCs for all staff.</li> <li>☑ Deployment of relief staff capped at 1 SCC.</li> <li>☑ All external training, including the practical components of Child First Aid Training, to move online.</li> <li>☑ All practicums may continue. However, student teachers, within their centre, should cross up to no more than 2 classes as required for their practicum/internship. Practicum and internship supervision must be conducted online during this period.</li> <li>☑ Large group activities, as well as physical staff meetings and internal training remain suspended.</li> </ul>

## Safe Management Measures for COVID-Safe SCCs: COVID-Safe ABCs

SCCs must ensure that the following safe management measures (SMMs) are clearly communicated to staff, and are implemented well and consistently:

### A. COVID-Safe Access

To ensure Safe Access, student care centres are to implement the following measures to ensure that individuals who may pose a risk to transmission are not allowed access into the student care centre premises:

#### a. Restriction of staff and children allowed in student care centres - Leave of Absence/ Stay-Home Notice/ Quarantine Order (see updated Annex C)

- ☑ **[New]** Children/ staff who test positive on an ART may not enter or remain in the SCC. They should visit a Swab and Send Home (SASH) clinic immediately for follow up and take a PCR test. This applies to both asymptomatic and symptomatic individuals. The affected staff/ child may return to SCC only after they receive a negative Polymerase Chain Reaction (PCR) test and have fully recovered (i.e. no longer displaying symptoms).
- ☑ SCCs are not to allow children and staff on Quarantine Order (QO), Leave of Absence (LOA), Approved Absence (AA) and Stay-Home Notices (SHN) to enter the SCC.

#### Quarantine Order (QO)

- ☑ **[Updated]** From 11 September 2021, the quarantine period has been reduced from 14 days to 10 days from the date of last exposure to a COVID-19 case. Persons Under Quarantine will be tested for COVID-19 during the quarantine period:
  - An entry swab at the start of the quarantine period
  - An exit swab towards the end of the quarantine period.
  - All Persons Under Quarantine are also required to self-administer daily ART swab test during their quarantine period, as well as to continue to monitor themselves with a daily ART between Day 11 – Day 14.

**[New] Staff and children under quarantine may return at the end of their quarantine period (i.e. Day 11) after they test negative for their exit swab and are able to undergo daily ART from Day 11 – Day 14. Children unable to undergo the daily ART swab tests may only return to SCC after Day 14 of their quarantine.** This is an added precautionary measure given the SCC context and that children are unable to be vaccinated at this point in time.
- ☑ SCCs are to inform parents if there is a child/ staff from the class who is on QO and was in SCC at any point in time within 14 days before the start of QO
  - To protect and respect the privacy of the staff/ child who is on QO, SCCs should only identify the class the staff/ child is from and not the individual.
  - Parents with children in the affected class should be strongly encouraged to keep their child at home until the child or staff who is on QO receives a negative COVID-19 Polymerase Chain Reaction (PCR) test result at his / her entry into quarantine (this may take 3 – 5 days).
  - If the staff/child was recently unwell, SCCs are to issue LOA as per Annex C.



### Leave Of Absence (LOA)

- ☑ **[New] Children/ staff with household members who have tested positive on an ART**, the child/ staff should be placed on a Leave of Absence (LOA) and return to SCC only after the household member has tested negative on a PCR test or ART.
- ☑ **Children/ staff with household members undergoing a mandatory COVID-19 swab test** will be required to be placed on LOA until the household member's test results return negative.
- ☑ **Children/ staff who are issued with a Health Risk Warning (HRW)** will be placed on a LOA for the duration of the HRW. The child/ staff may return to SCC when they receive a negative **exit** polymerase chain reaction (PCR) test result.
- ☑ **If a child/ staff has a household member(s) who has been issued with a Health Risk Warning (HRW)**, SCCs are to issue the affected child/ staff with a LOA until the child/ staff's household member receives a negative **entry** polymerase chain reaction (PCR) test result.
- ☑ **If a child/staff or any of their household members are issued with a Health Risk Alert (HRA)**, they will be allowed to attend SCC, if well. Children/ staff who receive HRA notifications are strongly encouraged to be tested and minimize their social interactions for the duration specified by MOH.
- ☑ **[Updated] Children/Staff with household members (aged 6 years and above) who are unwell** (with fever and/ or flu-like symptoms such as cough, runny nose, sore throat, shortness of breath) will be placed on a LOA until the unwell household member is tested negative for COVID-19 (either PCR or ART test).

### **b. Restriction of persons conducting supplementary programmes (i.e. tuition and enrichment programme) in student care centres**

- ☑ **[Updated]** All supplementary programmes by external vendors are to be conducted online or suspended until 10 October 2021 (or further notice). On-premise supplementary programmes provided in-house during student care hours is permitted.

### **c. Restriction of visitors allowed in student care centres**

- ☑ Student care centres are not to allow visitors who are on QO, SHN, LOA, Health Risk Warning (HRW), or have travelled overseas within the last 14 days, to enter the centre.
- ☑ An SCC should NOT allow any child who is not enrolled in its centre, or who attends another branch's SCC, to enter its premises during operating hours. This follows the restrictions to entry by staff of other centres to minimise the risk of contamination across centres.
- ☑ Student care centres are to restrict casual visitors to minimise the risk of community transmission. Only visitors who are needed to support the running of the Student Care Centres (e.g. contractors) and those who need to perform necessary functions (e.g. MSF officers) may enter the premises. If it is necessary to have a visitor in the student care centres, temperature checks and travel declarations must be obtained. Visitors should keep a safe distance of at least 2 metres from staff and children.
- ☑ **[Updated]** All parents remain restricted from entering the student care premises. Parent-teacher discussions are to be carried out via teleconferences or online (e.g. video conferencing). For parents of prospective students, they must also not be allowed entry during operating hours. Student Care Centres are to substitute with alternative methods of engagement (e.g. virtual tours and photos).
- ☑ To minimise the number of casual visitors entering the SCC premises, SCCs should designate a 'drop-off point' outside the SCC for deliveries by vendors and ensure proper sanitisation



and wiping down of all goods and items that are delivered.

#### d. Health checks and temperature screening

- On arrival: Student care centres are to continue with temperature screening and health checks for all children, staff and visitors.

Besides health checks for visible symptoms, student care centres are to explicitly ask all children, staff and visitors the following questions during health checks:

- i. Are you unwell?
- ii. Do you have a cough?
- iii. Do you have a sore throat?
- iv. Do you have a runny nose?
- v. Do you have shortness of breath?
- vi. Do you have a loss of sense of smell?
- vii. Are you unwell in any way (besides the above)\*?
- viii. Are there adult household members who are unwell with fever and/ or flu-like symptoms such as cough, runny nose, sore throat, shortness of breath?

*\* There have been some reported cases overseas of children being affected by Kawasaki-like disease with possible link to COVID-19. MOH has advised doctors to look out for these symptoms when children seek medical treatment. During health checks, SCCs should look out for general signs of children who are unwell, beyond typical COVID-19 symptoms.*

- SCCs must not admit children, staff and visitors who are unwell, and recommend that they promptly seek medical attention. SCC staff with flu-like symptoms (fever and/or cough, runny nose, sore throat, shortness of breath) are required to see a doctor and to produce a negative COVID-19 test result (ART or PCR) before being allowed to return to SCC.
- Children/Staff with household members (aged 6 years and above) who are unwell (with fever and/ or flu-like symptoms such as cough, runny nose, sore throat, shortness of breath) are to be placed on LOA, until the unwell household member is tested negative for COVID-19 (either PCR or ART test).
- During the day: Student care centres should conduct another temperature taking and health check for both children and staff. i.e. total of two temperature taking/health checks while in the centre. The timing for these checks must be scheduled and not left to the discretion of individual staff.

Student care centres should direct all staff who are unwell to leave immediately and promptly seek medical attention. Student care centres should advise staff not to clinic-hop. Where possible, operators/ principals must ensure that each staff visits only one clinic for check-ups if unwell. Otherwise, staff should inform the clinic of all recent doctor visits over the past 14 days for any symptoms that may be related to COVID-19 (including but not limited to typical symptoms such as fever, cough and shortness of breath).

Children who report feeling unwell should be immediately isolated in the sick bay, and their parents/ guardians should be notified to bring them home as soon as possible. There should be no more than one unwell child in each sick bay. If there is more than one unwell child in the sick bay, the children should be spaced 2 metres or more apart and be given masks to wear. If staff need to interact closely with the sick children (i.e. <2 metres from child), they should wear a mask and practise hand hygiene after contact with the child. The sick bay should be sanitised and wiped down frequently, especially after every use.

### c. Targeted testing of SCC staff

- ☑ **[New]** From 1 October 2021, all staff working in SCCs must undergo an ART on a regular basis:

Staff	Frequency of ART
<b>All vaccinated<sup>2</sup> staff</b> (including vaccinated cleaners)	Once a week (i.e. 7-day cycle)
<b>All unvaccinated staff</b> (including unvaccinated cleaners and medically ineligible)	Twice a week

The testing requirement will apply to all programme and non-programme staff (includes cooks, cleaning staff, administrative staff) working in SCCs, including personnel such as interns, volunteers and HQ personnel. It will also apply to third-party vendors who come into contact with the children (e.g. enrichment providers, bus drivers/ attendants)

The ART for all SCC staff will be conducted under Employer Supervised Self Swab (ESSS), where staff will swab themselves under the supervision of a trained swab supervisor in the SCC (supervision of the swabs can be done onsite and/or virtually). SCCs need not test all staff on one day and can roster them on different days or times. If the ART result is positive, staff are to immediately take a confirmatory Polymerase Chain Reaction (PCR) test at the nearest Swab-and-Send-Home (SASH) clinics. SCCs may wish to consider conducting the regular tests towards the end of the day or the week (e.g. Friday) if activating alternative manpower within the same day is operationally challenging.

- ☑ SCC staff (including interns/ practicum students) diagnosed with Acute Respiratory Infection (ARI) will be tested for COVID-19. Staff/ interns/ practicum students should present their staff IDs or some form of documentation (e.g. email from SCC or training institution) for identification when seeing a doctor.
  - If a test is required, the staff/ intern/ practicum student will be referred to undergo a test at selected polyclinics, designated Public Health Preparedness Clinics (PHPCs) or Regional Screening Centres.
  - The staff/ intern/ practicum student will be notified via SMS notification or call by the doctor on the outcome of the results. While waiting for the result, the staff must remain at home and avoid contact with other persons.
- ☑ **[Updated]** SCC children who are unwell with respiratory symptoms such as cough, sore throat and runny nose, should see a doctor and undertake an ART or PCR swab test. Children who test negative via the ART or PCR may only return to SCC after they are well (i.e. no longer displaying symptoms). If their respiratory symptoms persist, they should return to the same doctor for follow-up assessment, including whether testing is required.

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<sup>2</sup> For the purpose of the testing regime, the individual is considered vaccinated if he/she has (i) received the appropriate regimen of any approved vaccine and an additional 14 days or more have elapsed after the day the individual was so vaccinated. The vaccines are limited to: (1) Tozinameran (Pfizer-BioNTech COVID-19 vaccine or Comirnaty COVID-19 vaccine); (2) Moderna COVID-19 vaccine; (3) Vaxzevria (AstraZeneca COVID-19 vaccine); (4) Covishield COVID-19 vaccine; (5) Johnson & Johnson's (J&J) Janssen COVID-19 vaccine; (6) Sinopharm COVID-19 vaccine; (7) Sinovac-CoronaVac COVID-19 vaccine; or (8) any other vaccine regimen as approved by the Ministry of Health (MOH). Where the individual is vaccinated under (3) to (8), their vaccination records must have been ingested into MOH's national IT systems before they will be recognised; or (ii) recovered from COVID-19 based on a positive Polymerase Chain Reaction (PCR) test result obtained in Singapore and has taken one dose of Pfizer-BioNTech/Comirnaty or Moderna, with an additional 2 weeks for the vaccine to be effective; or (iii) recovered from COVID-19 i.e. less than 270 days of first positive PCR test result obtained in Singapore.

- ☑ External persons providing higher-risk, mask-off activities (e.g. wind instrument classes) must adhere to safe management measures stipulated by Sport Singapore ([www.sportsingapore.gov.sg](http://www.sportsingapore.gov.sg)) or National Arts Council ([www.nac.gov.sg](http://www.nac.gov.sg)). This includes Fast and Easy Testing (FET) for sports and arts instructors (e.g. wind and brass instruments, speech and drama) who come into contact with unmasked participants in the course of their work. From 15 July 2021, such instructors are required to be on a regular FET regime (every 14 days) using tests such as antigen rapid test (ART), regardless of vaccination status.

Testing of these enrichment instructors will be done outside the SCC. SCCs will only need to check that they have completed their FET by checking the SMS notifications/records on HealthHub indicating the test results before allowing them entry for activities. Details can be found on the Sport Singapore and National Arts Council.

#### **d. Contract tracing of staff, children and visitors**

- ☑ All Student Care staff and visitors must use the Trace Together (TT) App on their mobile phones or TT token to check into SafeEntry<sup>3</sup> at Student Care Centres and at all times, while in the Centres.
- ☑ All Student Care Centres must deploy the SafeEntry Gateway devices. Please refer to the SafeEntry website ([go.gov.sg/gateway-overview](http://go.gov.sg/gateway-overview)) for more details.
- ☑ SafeEntry is only necessary for visitors who enter the student care premises and does not apply to parents dropping off or picking up children, school bus drivers etc.

#### **e. Travel Plans and Declarations**

- ☑ With the evolving COVID-19 situation, student care centres are to continue monitoring the travel plans of staff and children to all countries closely. Student care centres should inform staff and parents to declare the following, if not already done:
  - i. Of any intended/ updated travel plans by staff or enrolled children to other countries (including the city(s) of travel); and
  - ii. When an enrolled child or staff is staying with a household member who is issued with a (i) Home Quarantine Order; (ii) Stay Home Notice and (iii) Leave of Absence or phone surveillance.
- ☑ Student care centres should require all visitors entering the student care centre to fill in a travel declaration form.

## **B. COVID-Safe Behaviour**

Student care centres are to implement the following to ensure that staff and children adopt COVID-Safe Behaviour and norms to reduce the risk of transmission and ensure a safe environment within each class/group.

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<sup>3</sup> SafeEntry records will reduce the time required by MOH to identify potential close contacts of COVID-19 patients and mitigate the risk of new waves of infection.

#### a. Wearing of masks and shields in student care centres

- ☑ All student care centre staff are to continue to wear disposable or reusable masks in the student care centre. If there is close or prolonged contact between staff and children, they may wear both masks and face shields. Face shields alone (without mask) will not be allowed for staff even when conducting lessons and safe distancing can be ensured. Face masks must be used by all staff.
- ☑ Student care centres are to educate staff and children on proper mask wearing/ removal and handling habits. Staff should wear a face mask that closely covers the nose and mouth (i.e. without leaving a gap between mask and face), particularly when attending to children in situations where safe distancing cannot be maintained (e.g. helping a child with homeworking or during toileting).
- ☑ The students are not required to wear a mask during their naps as it may not be safe to do so (e.g. risks of suffocation). However, the student care centre should ensure the children's mattresses are spaced apart during nap times. Children should also be assigned their own mattresses and use mattress covers.
- ☑ There may be times during the day where it may not be practical or safe for children to wear masks/ face shields (e.g. during meals, nap time). As a precautionary measure, SCCs must position children further apart from one another (at least 1 metre apart) when there are children without a mask or face shield. Where space constraints limit how far children can be seated apart, SCCs must use of desk shields / Plexiglass barriers. If desk shields/ Plexiglass barriers are used, SCCs must ensure that they are wiped down and cleaned after every use.
- ☑ Face shields will be allowed only for specific exempt groups or settings. SCCs can exercise some flexibility in securing compliance for these groups. The groups which can wear face shields are as follows:
  - i. Children 12 years and below, who may have difficulty wearing and keeping face masks on for prolonged period of time; and
  - ii. Persons who have health conditions that may result in breathing or other medical difficulties when a mask is worn for a prolonged period of time,

#### b. Conduct only small group activities within each class/group

- ☑ Allocate children to fixed groups, with grouping in the following order of priority:
  - i. **Same household**
  - ii. **classmates (in school of origin)**
  - iii. **school mates (i.e. grouping by schools)**
  - iv. **students from other schools, where reasonably practicable to do so.**
- ☑ If children are grouped under (iii), reduce the number of schools in such mixed groupings, where possible. Student Care Centres are to ensure that there is no mixing or combining of children across fixed groups.
- ☑ If splitting a larger class/group into smaller groups for programmes and activities, the adult to child ratio should not be more than 1:20, where reasonably practicable to do so.
- ☑ Children must remain in their small group and not switch between groups. Segregation of children by class applies also to meal times and SCCs are reminded that children should have meals in their respective classrooms. If meals have to be taken in a common dining space, SMMs such as staggered meal times, and cleaning of surfaces between

classes must be adhered to. Where space constraints limit how far children can be seated apart, SCCs must use desk shields / Plexiglass barriers. If desk shields/ Plexiglass barriers are used, SCCs should ensure that they are wiped down and cleaned after every use.

- ☑ Within the small groups, staff are to speak softly. Everyone should keep their volume low. Actions such as speaking/singing loudly (like sneezing and coughing) increase expulsion of droplets that may contain viral particles and raise the risk of transmission of diseases like COVID-19.

**c. Ensure safe distancing between children and staff within each class/group**

<b>Programmes/ activities</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Avoid programmes and activities that involve close physical contact among children and staff. Staff should avoid close physical contact with children e.g. hugs.</li> <li><input checked="" type="checkbox"/> Space out seating arrangements and ensure designated seat for each child.</li> <li><input checked="" type="checkbox"/> Arrange for children to queue 1m apart, where reasonably practicable to do so.</li> </ul>
<b>Meals</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Children to have meals in their respective classrooms/bays. If meals have to be taken in a common dining space: <ul style="list-style-type: none"> <li>i. Stagger meal times with no mixing of classes/groups.</li> <li>ii. Seat children as far apart as reasonably practicable. SCCs must use desk shields / Plexiglass barriers where space is more restricted. If desk shields/ Plexiglass barriers are used, ensure that they are wiped down and cleaned after every use.</li> <li>iii. Surfaces (e.g. tables, chairs or desk shields) to be wiped down cleaned before the commencement of meals for the next class/group.</li> </ul> </li> <li><input checked="" type="checkbox"/> Administrative and non-teaching staff should refrain from interacting with children, as far as possible.</li> <li><input checked="" type="checkbox"/> Staff should not move to another bay to dine/collect lunch, where reasonably practicable to do so.</li> <li><input checked="" type="checkbox"/> In the process of delivering food, student care centres are to ensure contactless food delivery between bays, where reasonably practicable to do so.</li> </ul>
<b>Outdoor activities</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>[Updated]</b> From 27 September 2021, SCCs may carry out outdoor activities in public spaces in small groups of no more than 2 persons (including staff) from the same class/group. SCCs must ensure that there is safe distancing of at least 1 metre between groups. Staff-child ratios for outdoor activities must be met.</li> <li><input checked="" type="checkbox"/> Refrain from carrying out vigorous outdoor activities that involve close contact among children and staff during this period. Children should wear masks at all times.</li> <li><input checked="" type="checkbox"/> Classes going outdoors must be staggered. There should be no mixing between fixed groups when preparing to go out/return from outdoors. Keep classes separate when outdoors.</li> <li><input checked="" type="checkbox"/> Children should not be brought to crowded public spaces, which have high pedestrian traffic/ crowds.</li> <li><input checked="" type="checkbox"/> Staff and children to practise hand hygiene before and after outdoor activities.</li> </ul>
<b>Routine care</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Arrange for children to queue 1m apart when going to the toilet, where reasonably practicable to do so.</li> </ul>

	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Limit showering to only on need-to basis (e.g. child has soiled himself or had skin disorder) to minimise use of common spaces. Rinse showers/contact areas carefully after showering each child before use by another child.</li> <li><input checked="" type="checkbox"/> Minimise contact between children of different classes/groups during routine care, where reasonably practicable to do so.</li> </ul>
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**d. No sharing of equipment**

- Student care centres are to minimise cross-sharing of equipment, materials and toys across classes/groups.
- Equipment should be assigned individually within the class/group, if reasonably practicable to do so, and to be wiped down and cleaned after each use.

**e. Practise high levels of personal hygiene**

All staff and children are to maintain good personal hygiene such as:

- Washing their hands immediately upon entering the student care centre. Thereafter all children are to change from their school uniform to their student care uniform, or a fresh/clean set of home clothes. This requirement should be observed by all children, including those who arrive later at the student care centre (e.g. due to after-school activities)
- Covering their mouth and nose with a tissue when sneezing or coughing, and to throw away the tissue immediately into a foot bin.
- Washing their hands **at least every 2 hours** with soap, especially before eating or handling food, after toilet visits, or when hands are dirtied by respiratory secretions after coughing or sneezing.
- Not sharing food/ drinks, eating utensils, tooth brushes or towels with others.
- Avoid touching their eyes, nose and mouth

**f. Ensure high levels of environmental hygiene**

Student care centres are to step up cleaning of the student care centre premises and ensure high levels of environmental hygiene which includes the following:

<b>Housekeeping / Refuse Management</b>	<p><u>Housekeeping</u></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Assign a team of staff to carry out cleaning and housekeeping <u>daily</u>.</li> <li><input checked="" type="checkbox"/> Disinfect frequently touched points such as handrails and door knobs with disinfectant <u>at least twice a day</u>.</li> <li><input checked="" type="checkbox"/> Clean and disinfect the tables, chairs, counter tops and shelves in the classrooms/bays, dining and activity areas with disinfectant <u>daily</u>.</li> </ul>
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	<ul style="list-style-type: none"> <li>☑ Clean and disinfect communal toys, equipment or gadgets <u>daily</u>.</li> <li>☑ Wipe down and clean outdoor play equipment, especially high touch items, <u>between sessions / after each group</u>. Carry out regular cleaning/wash down of equipment.</li> <li>☑ Clean, wash and disinfect resources and materials <u>at least once a week</u>.</li> <li>☑ Premises, furniture, furnishings and fittings should be well maintained and kept clean, free from mould and mildew.</li> <li>☑ Outdoor space should be well maintained.</li> <li>☑ Keep all rooms well-ventilated. Open windows to allow plenty of fresh air into the indoor environment, where possible. Student care centres may consider installing high efficiency air filters in air handling units or use portable air cleaners for localised air cleaning.</li> </ul> <p><u>Refuse management</u></p> <ul style="list-style-type: none"> <li>☑ Ensure bins are covered at all times and cleared <u>daily</u>. Tie refuse contained in plastic bags properly before disposal.</li> <li>☑ Clean up any refuse spillage (e.g. vomitus) <u>immediately</u> with dedicated equipment.</li> <li>☑ Engage licensed waste contractors to remove refuse <u>daily</u>.</li> <li>☑ Ensure that cleaning equipment are disinfected properly using diluted household bleach prior to re-use.</li> <li>☑ Dedicated equipment should be provided for cleaning toilets and should not be used to clean the rest of the student care centre.</li> </ul>
<p><b>Toilets and shower facilities</b></p>	<ul style="list-style-type: none"> <li>☑ Disinfect frequently touched areas such as water taps, door/ towel holder/ cistern handles, seats and cover flaps, wash basins, door knobs, buttons and switches with disinfectant <u>twice daily</u>.</li> <li>☑ Provide adequate supply of toilet paper, paper towels (if provided) or hand dryers and liquid soap at all times.</li> <li>☑ Toilet fittings and fixtures should be free from grime, dirt and mould.</li> <li>☑ Taps and flush system should be in good working condition at all times.</li> <li>☑ Toilet floors should be cleaned and disinfected <u>twice daily</u>.</li> <li>☑ Toilet floors should be clean and dry, and toilets should not have a bad odour.</li> <li>☑ Toilets should be well ventilated. Keep toilet exhaust fans running at full capacity for longer operating hours to enhance ventilation</li> </ul>

	<input checked="" type="checkbox"/> All sanitary pipes and fittings should be in good working condition.
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**g. Ensure good ventilation in SCC premises**

To minimise the risk of COVID-19 transmission for the health and wellbeing of all children and staff, SCCs must ensure that the indoor premises of the SCC are adequately ventilated. SCCs are advised to implement the following measures to improve ventilation of your premises:

<b>SCCs in air-conditioned premises with mechanical ventilation (ACMV) e.g. centralised air-conditioning system</b>	<input checked="" type="checkbox"/> <b>Contact your building owner or facilities managers to ensure that:</b> <ul style="list-style-type: none"> <li>○ Ventilation systems are adequate and in good working order.</li> <li>○ Air Handling Unit (AHU) uses high-efficiency filters (at least MERV14 or F8 is recommended) to treat recirculated air.</li> <li>○ They adhere to the recommended measures in the Guidance Note issued by BCA, NEA and MOH to enhance ventilation and air quality in indoor spaces, through the proper operations and maintenance of air-conditioning and mechanical ventilation (ACMV) systems.</li> </ul> <input checked="" type="checkbox"/> <b>Increase ventilation in premises with limited ventilation:</b> <ul style="list-style-type: none"> <li>○ Open windows and doors as frequently as possible, unless outdoor/outside air quality is poor.</li> <li>○ Consider positioning fans at windows to blow air outwards and increase air exchange.</li> <li>○ Operate exhaust fans (e.g. in toilets, kitchens) at full capacity to expel air from indoor spaces. Keep windows and other openings (e.g. back door) around exhaust fans closed to avoid short-circuiting of air flow.</li> <li>○ Consider using portable air purifiers for localised air cleaning as an interim measure where ventilation is limited.</li> </ul> <p>Please note that <u>air cleaning does not replace the need for adequate ventilation</u>. Regular surface cleaning and disinfection should also continue, as portable air purifiers do not remove surface contamination.</p>
<b>SCCs in enclosed air-conditioned premises</b>	<input checked="" type="checkbox"/> <b>Increase ventilation and enhance air exchange:</b> <ul style="list-style-type: none"> <li>○ Open operable windows and doors as frequently as possible, unless outdoor air quality is poor.</li> </ul>

<p><b>without mechanical ventilation (e.g. split-unit air-conditioners)</b></p>	<ul style="list-style-type: none"> <li>○ Operate exhaust fans (e.g. toilet, kitchen) at full capacity to expel air from the indoor space. Keep windows or other openings (e.g. back door) around exhaust fans closed to avoid short-circuiting of air flow.</li> </ul> <p><input checked="" type="checkbox"/> <b>Consider installing window-mounted exhaust fans to enhance ventilation:</b></p> <ul style="list-style-type: none"> <li>○ If installing window-mounted exhaust fans, SCCs should check with the supplier that the fan system provides the minimum air changes specified in Singapore Standards SS553.<sup>4</sup></li> <li>○ SCCs should also request that the contractor aligns the air supply and exhaust system to provide uni-directional airflow in a poorly ventilated space.</li> </ul> <p><input checked="" type="checkbox"/> <b>Consider using portable air purifiers for localised air cleaning in enclosed spaces as an interim measure:</b></p> <ul style="list-style-type: none"> <li>○ Portable air purifiers should be equipped with high-efficiency air filters such as HEPA filters, which are effective at removing virus aerosols.</li> <li>○ Ensure that the size and number of portable air purifiers are adequate for the space. SCCs can check with their supplier, if unsure.</li> <li>○ If the portable air purifier has an ozone generation function, turn it off to avoid excessive exposure to ozone levels and by-products, which may be hazardous to health.</li> </ul> <p>Please note that <u>air cleaning does not replace the need for adequate ventilation</u>. Regular surface cleaning and disinfection should also continue, as portable air purifiers do not remove surface contamination.</p>
<p><b>SCCs located in naturally ventilated premises</b></p>	<p><input checked="" type="checkbox"/> <b>Increase natural ventilation with fans:</b></p> <ul style="list-style-type: none"> <li>○ Keep windows and/or doors open at all times, unless outdoor air quality is poor or the weather condition does not allow.</li> <li>○ Position fans at windows to blow air outwards and increase air exchange.</li> <li>○ Operate exhaust fans (e.g. toilet, kitchen) at full capacity to expel air from the indoor space. Keep windows or other openings (e.g. back door) around exhaust fans closed to avoid short-circuiting of air flow.</li> </ul> <p><input checked="" type="checkbox"/> <b>Consider installing window-mounted exhaust fans to enhance ventilation:</b></p>

<sup>4</sup> Singapore Standard SS553: Code of Practice for Air Conditioning and Mechanical Ventilation in Buildings.

	<ul style="list-style-type: none"> <li>○ If installing window-mounted exhaust fans, SCCs should check with the supplier that the fan system provides the minimum air changes specified in SS553.</li> <li>○ SCCs should also request that the contractor aligns the air supply and exhaust system to provide uni-directional airflow in a poorly ventilated space.</li> </ul>
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## C. COVID-Safe Classrooms/Bays

To ensure COVID-Safe Classrooms/Bays, it is critical that children and staff stay within a fixed group and designated spaces to minimise any risk of cross-transmission across classes/groups, in the event of a confirmed COVID-19 case in the student care centre.

Student care centres are to implement the following measures to ensure **minimal interaction/mixing between children and staff from different bays/ floors/ classes**.

### a. Safe distancing between classes/groups during drop off/ pick up times

- ☑ Children are to proceed directly into student care centre on arrival. Do not combine classes/groups during arrival and departure periods. If children need to be located in a combined space, children of the same class/group must be assigned a specific zone within the area at least 2m apart from other class/group and children from different classes/groups should preferably be in the same space for less than 30 minutes. There should be no mixing of children from different bays/ floors/ classes.
- ☑ Children from different classes/groups to use separate routes and entrances/exits, where available.
- ☑ Where SCC engages bus services:
  - i. The ferried children must be going to only one SCC unless they are from the same school. Children from different schools and SCCs should not mix. If this arrangement is not feasible, the bus operator should assign seats to students based on their student care centre e.g. children going to Centre A to be allocated seats in the front rows, whereas those in Centre B assigned to seats in the rows behind.
  - ii. Take children's temperatures prior to boarding.
  - iii. Assign specific seat to each child.
  - iv. Ensure each child wears a mask.
  - v. Alternate seating that is at least 1m apart for all children, where reasonably practicable to do so.
  - vi. Strongly encourage children to refrain from talking on the bus.
  - vii. Ensure that the bus is cleaned and sanitised before children's use every time.
- ☑ Student care centres must engage parents to put in place staggered drop-off and pick-up times for classes/groups to prevent the formation of queues and crowding at student care centres. To facilitate this, student care centres have the flexibility to make adjustments to existing timetables.
- ☑ Student care centres to demarcate queues; parents/guardians to stand at least 1 m apart. Student care centres are to inform parents to not mingle with one another after

pick-up, and to not engage in long conversations with staff. Parents can dialogue with staff via telephone / emails.

**b. Segregate children/ staff by bays/ floors/ classes during the day**

- ☑ Keep children within their own bays/floors/classes. Ensure there is no mixing of children from different bays/ floors/classes. Consider 'soft barriers' or markers to help with demarcation.
- ☑ Ensure that children do not interact with children from different classes/groups along walkways, corridors or common spaces, where reasonably practicable to do so.
- ☑ Stagger classes in their use of common areas and facilities (e.g. toilets, halls, common areas) to avoid mixing between classes, with scheduled cleaning in between use as far as possible.
- ☑ **[Important to note] Staff must not be cross-deployed across centres.** As far as possible, core programme staff should not be deployed to more than 2 classes/groups within the same centre. **This means that one core programme staff should limit his/her interactions to no more than 2 classes of children within the same SCC (be it for teaching, dismissal/arrival health checks or other duties).** SCCs should strive to deploy core staff across classes such that distinct groups can be ring-fenced in the event of a confirmed case. SCC Operators should manage their movements and avoid visiting too many classes/groups and being in close proximity to staff and children across classes/groups. The Operator may consider using CCTVs or assign senior teachers to help monitor the different classes/groups.
- ☑ **[Updated]** Relief or auxiliary staff may only serve 1 student care centre.
- ☑ Non-teaching staff, e.g. cleaners and administrative staff need to refrain from interacting with children, where reasonably practicable to do so. For example, cleaners to clean classrooms/bays when the children are not present.

**c. Suspend large group activities**

- ☑ Suspend large group and communal activities e.g. assemblies.
- ☑ Suspend excursions and field trips that expose children to large crowds

**d. Celebration of special events such as birthdays, National Day**

- ☑ Student care centres may conduct celebrations (e.g. birthdays, National Day) only at class level/fixed groups, and must ensure that the following safe management measures are adhered to:
  - Children must remain within their respective classes/ groups; there must be no mixing of classes/groups.
  - Staff and children are to wear masks during the celebration.
  - There must be safe distancing among staff and children at all times.
  - Classes should minimise actions such as singing loudly as they increase expulsion of droplets that may contain viral particles and raise the risk of transmission of diseases like COVID-19. Children and staff must also avoid sharing a microphone.
  - External visitors remain disallowed (e.g. parents must not be invited to attend the celebration).

- If there are birthday cakes, there must be no blowing of candles.

**e. Staff meetings, training, practicum and social gatherings**

- ☑ Internal staff meeting, and training should be conducted virtually.
- ☑ **[Updated] All other external training will continue to be carried out virtually until further notice.** Where online delivery of classes (e.g. hands-on aspect of Child First Aid training) is not immediately possible, the classes will be rescheduled until adjustments are made for them to be delivered online, or to a later date altogether.
- ☑ **[Updated] All practicums and Internships may resume.** However, student teachers, within their centre, should cross up to **no more than 2 classes** as required for their practicum/internship. Student teachers must not be deployed to more than one centre or attend face-to-face sessions with other trainees at their learning institutes during the period of practicum/internship. Practicum and internship supervision must continue to be conducted online during this period.
- ☑ Employers must not organise or encourage large scale social gatherings (e.g. parties, celebrations (e.g. birthdays), team bonding activities, D&D, gala dinners, etc.) within or outside the Student Care Centres.
- ☑ Staff should minimise socialising or congregating in groups at common areas, such as staff lounge and pantry, including during meals or breaks.
- ☑ There should be no cross-deployment or interaction between employees in different teams or SCCs, even outside of work.

[Updated] Requirements on Quarantine Order (QO) / Leave of Absence (LOA) / Stay-Home Notice (SHN)

S/N	Requirement	What Must SCCs Do?	
		If <u>Child or Staff</u> is ...	If <u>Household Member of Child or Staff</u> is ...
<b>Quarantine Order</b>			
1.	<b>Under <u>Home Quarantine Order (HQO)</u></b>	<ul style="list-style-type: none"> <li>• Inform parents/staff to notify SCC if child/staff is under QO.</li> <li>• SCC should: <ul style="list-style-type: none"> <li>- <b>If the affected child/staff was well in SCC within 14 days before the start of QO, inform parents from the same class</b> that a child/staff is on QO. <u>Strongly encourage parents to not to send their children to the SCC until the child/ staff on QO tests negative</u> for their entry swab test.</li> <li>- <b>If the affected child/ staff was unwell in SCC at any point in time within 7 days before the start of QO, <u>grant LOA to children/ staff from the same class</u> until the child/ staff on QO tests negative</b> for their entry swab test.</li> <li>- <b>If the affected child/ staff becomes unwell during QO and was in SCC at any point in time within 2 days before onset of symptoms, grant LOA to children/ staff from the same class</b> until the child/ staff on QO tests negative for their entry swab test.</li> <li>- Monitor affected child/ staff through regular telephone calls.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Inform staff/parents to notify SCC if there a household member on HQO;</li> <li>• SCCs should: <ul style="list-style-type: none"> <li>- <b>Grant LOA to child</b> aligned to period of household member's HQO; and</li> <li>- <b>Grant LOA to staff</b> if there a household member on HQO. <i>After the staff's household member who is on QO tests negative for their entry swab test, SCCs may choose to lift the LOA and redeploy the staff to backend administrative duties (avoid interacting with other staff and children).</i></li> <li>- Monitor affected child/ staff through regular telephone calls</li> </ul> </li> <li>• Inform MSF of any child/ staff on LOA</li> </ul>
2.	<b>Serving Quarantine Order (QO) at Government Quarantine Facilities (GQF)</b>	<ul style="list-style-type: none"> <li>• Inform staff/parents to notify SCC if there a household member on QO;</li> <li>• SCCs should: <ul style="list-style-type: none"> <li>- <b>Grant LOA to child/ staff until the household member is conveyed to GQF and tests negative for their entry swab test;</b></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Inform staff/parents to notify SCC if there a household member on QO;</li> <li>• SCCs should: <ul style="list-style-type: none"> <li>- <b>Grant LOA to child/ staff until the household member is conveyed to GQF and tests negative for their entry swab test;</b></li> </ul> </li> </ul>



S/N	Requirement	What Must SCCs Do?	
		If <u>Child or Staff</u> is ...	If <u>Household Member of Child or Staff</u> is ...
		<ul style="list-style-type: none"> <li>Inform MSF of any child/staff on QO / LOA</li> <li><b>[New]</b> Staff and children under quarantine may return at the end of their quarantine period (i.e. Day 11) after they test negative for their exit swab and provided that they undergo daily ART from Day 11 – Day 14.</li> </ul>	<p>Child/ staff may return to SCC only after the household member receives a negative test result and has been conveyed to GQF.</p> <ul style="list-style-type: none"> <li>Monitor affected child/ staff through regular telephone calls</li> </ul> <ul style="list-style-type: none"> <li>Inform MSF of any LOA given to a child/ staff</li> </ul>
<b>Stay-Home Notice</b>			
3.	<p><b>Issued with SHN in line with ICA’s prevailing requirements</b></p> <p><i>*Centres may refer to <a href="http://www.ica.gov.sg/covid-19">www.ica.gov.sg/covid-19</a> or <a href="https://safetra vel.ica.gov.sg">https://safetra vel.ica.gov.sg</a> for the latest border control measures and public health requirements</i></p>	<ul style="list-style-type: none"> <li>Staff/ Parents of children will be advised by ICA to inform SCCs of SHN</li> <li>Inform MSF of child/ staff on SHN</li> <li>Monitor affected child/ staff through regular telephone calls</li> </ul>	<ul style="list-style-type: none"> <li>Inform parents/ staff to notify SCC if there is a household member on SHN;</li> <li>(* If SHN is served at home)</li> </ul> <p>SCCs should:</p> <ul style="list-style-type: none"> <li><b>Grant LOA to child</b> aligned to period of household member’s SHN; or</li> <li><b>Grant LOA to staff (aligned to period of SHN) or redeploy staff to backend administrative tasks</b> that do not require staff’s presence at the SCC.</li> <li>Monitor affected child/ staff through regular telephone calls</li> </ul> <ul style="list-style-type: none"> <li>Inform MSF of any LOA given to a child/ staff</li> </ul>
<b>Health Alerts by MOH</b>			
4.	<p><b>Undergoing mandatory COVID-19 swab test required by MOH and</b></p>	<ul style="list-style-type: none"> <li>Inform parents/ staff to notify SCC if child/ staff is required to undergo a mandatory swab</li> <li>SCCs should:</li> </ul>	<ul style="list-style-type: none"> <li>Inform parents/ staff to notify SCC if there is a household member who is required to undergo a mandatory COVID-19 swab test.</li> </ul>

S/N	Requirement	What Must SCCs Do?	
		If <u>Child or Staff</u> is ...	If <u>Household Member of Child or Staff</u> is ...
	<p>awaiting results.</p> <p><b>E.g. swabbing exercise due to potential exposure to COVID-19 cases</b></p> <p><i>* excludes the Rostered Routine Testing that is carried out in some sectors (e.g. airline crew, construction)</i></p>	<ul style="list-style-type: none"> <li>- <b>Grant LOA to child/ staff until child/ staff receives a negative test result.</b></li> <li>- Monitor affected child/ staff through regular telephone calls</li> <li>• Inform MSF of any LOA given to a child/ staff</li> </ul>	<ul style="list-style-type: none"> <li>• SCCs are advised to: <ul style="list-style-type: none"> <li>- <b>Grant LOA to child/ staff</b> until household member receives a negative test result.</li> </ul> </li> <li>• Monitor affected child/ staff through regular telephone calls.</li> </ul>
5.	<p><b>Health Risk Warning (HRW)</b></p> <p>Persons identified to be a casual contact of a COVID-19 case, or have visited specific higher-risk hotspots on the same day as a COVID-19 case</p>	<ul style="list-style-type: none"> <li>• Inform parents/ staff to notify SCC if child/ staff is issued HRW</li> <li>• SCCs should: <ul style="list-style-type: none"> <li>- <b>Grant LOA to child/ staff for the duration of the HRW.</b></li> <li>- <b>Child/ staff may return to school when they receive a negative <u>exit (second)</u> PCR test result.</b></li> <li>- SCC staff are required to additionally undergo one self-administered antigen rapid test (ART) every 3-4 days for the duration of the HRW period.</li> </ul> </li> <li>• Inform MSF of any LOA given to a child/ staff</li> </ul>	<ul style="list-style-type: none"> <li>• Inform parents/ staff to notify SCC if there is a household member is issued HRW.</li> <li>• SCCs are advised to: <ul style="list-style-type: none"> <li>- <b>Grant LOA to child/ staff until household member receives a negative <u>entry (first)</u> PCR test result.</b></li> </ul> </li> <li>• Monitor affected child/ staff through regular telephone calls</li> </ul>
6.	<p><b>Health Risk Alert</b></p> <p>Persons identified to</p>	<ul style="list-style-type: none"> <li>• Inform parents/ staff to notify SCC if child/ staff is issued HRA</li> <li>• Child can attend SCC if well. However, SCCs are to be more</li> </ul>	<ul style="list-style-type: none"> <li>• Can attend SCC if well. However, SCCs are to be more vigilant in their health checks (including checks on</li> </ul>

S/N	Requirement	What Must SCCs Do?	
		If <u>Child or Staff</u> is ...	If <u>Household Member of Child or Staff</u> is ...
	have visited hotspot areas or their vicinity	vigilant in their health checks (including checks on health of family members) and safe distancing <ul style="list-style-type: none"> <li>Staff who receive HRA notifications are encouraged to go for testing and monitor their health closely.</li> </ul>	health of family members) and safe distancing
<b>Antigen Rapid Test (ART)</b>			
7.	<b>Has tested positive on ART [New]</b>	<ul style="list-style-type: none"> <li>Inform parents/ staff to notify SCC if child/ staff has tested positive on an ART.</li> <li>Visit a SASH clinic for follow up and may return to SCC only after they receive a negative PCR test and have fully recovered (i.e. no longer displaying symptoms).</li> </ul>	<ul style="list-style-type: none"> <li>Inform parents/ staff to notify SCC if household member has tested positive on an ART.</li> <li>May return to SCC only if household member has a negative PCR test or ART.</li> </ul>
<b>Unwell with Flu-like symptoms</b>			
8.	<b>Unwell with flu-like symptoms</b> (with fever and/ or flu-like symptoms such as cough, runny nose, sore throat, shortness of breath) <b>[Updated]</b>	<ul style="list-style-type: none"> <li>Inform parents/ staff to notify SCC if child/ staff is unwell.</li> <li>Child/ staff to see a doctor. Do not self-medicate.</li> <li>Child/staff may return to SCC only when medical leave period is over, and fully recovered (i.e. no longer displaying symptoms).</li> <li>Staff must produce a negative PCR or ART result before returning to SCC.</li> </ul>	<ul style="list-style-type: none"> <li>Staff/ child should be placed on LOA until the unwell household member receives a negative COVID-19 test result (either PCR or ART test).</li> </ul>
<b>Leave of Absence/Phone Surveillance</b>			
9.	<b>Issued with Leave of Absence (LOA) or Approved Absence (AA)</b>	<ul style="list-style-type: none"> <li>Can only return to SCC after the LOA or AA duration has ended.</li> <li>Monitor affected child/ staff through regular telephone calls</li> </ul>	<ul style="list-style-type: none"> <li>Can attend SCC if well. However, SCCs are to be more vigilant in their health checks (including checks on health of family members*) and safe distancing</li> </ul>
10.	<b>Placed on phone surveillance by MOH</b>	<ul style="list-style-type: none"> <li>Can attend SCC if well. However, SCCs are to be more vigilant in their health checks (including checks on health of</li> </ul>	<ul style="list-style-type: none"> <li>* <i>Child/ staff should be placed on LOA if any of their household members (aged 6 years and above) is unwell (with fever and/ or flu-like symptoms such as cough, runny nose, sore throat, shortness of breath), until the</i></li> </ul>

S/N	Requirement	What Must SCCs Do?	
		If <u>Child or Staff</u> is ...	If <u>Household Member of Child or Staff</u> is ...
		family members*) and safe distancing	<i>unwell household member is tested negative for COVID-19 (either PCR or ART test).</i>