

13 September 2021

Dear Student Care Operators

Transition Towards COVID Resilience: Enhanced COVID-19 Testing Regime in Student Care Centres

COVID-19 testing continues to be an important part of Singapore's strategy to detect and ringfence infections in the community early. **Given the rate of increase in community spread, the Multi-Ministry Taskforce (MTF) has announced that mandatory Fast and Easy Test (FET) Rostered Routine Testing (RRT) will be extended to more workers in more settings. The frequency of these tests will also be increased from once every fortnight to once a week.** This enhanced surveillance frequency will enable cases to be detected and ringfenced more quickly. This is particularly important given the infectiousness of the Delta variant, as observed locally where there have been shorter periods between each generation of infection.

2 **All workers who have to work in settings which require mandatory testing must undergo a seven-day testing regime using Antigen Rapid Tests (ART).** These tests will continue to be administered primarily through Employer Supervised Self-Swab (ESSS). The Government will subsidise the costs of all tests under this enhanced surveillance regime except for the additional tests (i.e. one additional ART per week) that medically eligible but unvaccinated staff have to undergo¹, until the end of 2021. Please refer to the MTF press release on 6 September for more details: <https://www.moh.gov.sg/news-highlights/details/collective-actions-to-slow-down-community-transmission>

Regular Testing of SCC Staff via ART

3 On 30 August 2021, we had informed SCCs that the following groups of staff in SCCs will undergo an ART on a regular basis from 1 October 2021:

| Staff | Frequency of ART |
|---|-------------------------|
| All vaccinated cleaners | Once every 14 days |
| All unvaccinated staff (including unvaccinated cleaners and medically ineligible) | Twice a week |

4 **[Updated] In line with MTF's direction on 6 September 2021, we will extend regular testing to everyone working in an SCC from 1 October 2021.** As SCCs are relatively compact and children remain unvaccinated, regular testing using ART provides an important form of surveillance so that COVID-19 infections can be detected and ring-fenced earlier to reduce the risk of widespread transmission within SCCs. While most adult Singaporeans are now vaccinated, surveillance testing remains important as vaccinated persons are still susceptible to infection (albeit with less severe symptoms) and can pass on the virus to others.

5 While we have been fortunate that mild symptoms have been observed for our children who have been infected so far, we must remain vigilant as children in SCCs remain unvaccinated and older vaccinated adults with underlying conditions may still become

¹ Please refer to the definition of those who are medically ineligible to receive mRNA COVID-19 vaccines from the MOH FAQ found in <https://www.moh.gov.sg/covid-19-phase-advisory>

severely ill when infected. Our priority is to be able to detect cases and ringfence close contacts of the affected persons quickly to prevent widespread transmission within SCCs.

6 From 1 October 2021, everyone working in SCCs must undergo an ART on a regular basis:

[Updated]

| Staff | Frequency of ART |
|---|--------------------------------|
| All vaccinated² staff (including vaccinated cleaners) | Once a week (i.e. 7-day cycle) |
| All unvaccinated staff (including unvaccinated cleaners and medically ineligible) | Twice a week |

* Please refer to Annex A on how to recognise proofs of vaccination

7 The ART for all SCC staff will be conducted under 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.

Who needs to be tested?

a. Staff working in SCCs

8 The regular 7-day ART regime for vaccinated staff, and twice a week ART regime for unvaccinated staff will apply to any staff who is working in the SCCs. This includes the following:

- Principals/Operators
- Teachers
- Assistant teachers
- Programme helpers
- Non-programme staff (e.g. cooks, cleaners, administrative staff)
- Any relief staff deployed in the SCC
- New staff who have been employed by the SCC
- HQ personnel who are based in SCCs or who visit SCCs and have contact with the children
- Interns/Trainees/Regular volunteers

b. Third-party vendors who come into contact with SCC children

² For the purpose of the testing regime, the individual is considered vaccinated if he 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.

9 The regular 7-day ART regime for vaccinated staff, and twice a week ART regime for unvaccinated staff will also apply to third-party vendors who come into contact with SCC children. This includes:

- Enrichment programme providers/tutors
- School bus drivers/ attendants
- Cleaning vendors
- Auxiliary staff (e.g. security guards)

10 For third-party vendors who are already under the RRT (i.e. those registered with government agency for regular ART), the testing will be done outside the SCC by the respective employers/ companies. SCCs are to:

- Check the vaccination status (please refer to Annex A) and weekly ART results (via SMS notifications/ HealthHub records) of fully vaccinated third-party vendors, before allowing them to conduct programmes in the SCC.
- For third-party vendors who are unvaccinated, SCCs are to check that they have completed their twice-weekly ART by checking the vendors' SMS notifications/records on HealthHub indicating the test results, before allowing them entry for activities.

11 For third-party vendors who are not registered with any government agency for regular ART (e.g. school bus attendants, freelance enrichment providers, tutors), SCCs are to include them into the nominal roll of the SCC and ensure that the SCC supervises the individual's self-swab under ESSS.

c. Visitors who come into contact with children

12 SCCs are to continue to restrict casual visitors to minimise the risk of community transmission. Only visitors who are needed to support the running of SCCs (e.g. contractors) and those who need to perform necessary functions (e.g. MSF officers, auditors) may enter the premises subject to prevailing safe management measures such as safe distancing of 2m.

13 If it is necessary to have a visitor in the SCC, in addition to prevailing safe management measures (e.g. maintaining a safe distance of 2m), visitors who may have contact/ interactions with children (e.g. parents of prospective students, MSF officers, auditors) must:

- Be fully vaccinated; or
- 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.

What do SCCs need to do?

14 As part of the preparatory work for SCCs to conduct ESSS for all staff, SCCs are to:

a. Nominate 1 or 2 Swab Supervisors (immediate)

- SCCs need to identify 1 or 2 SCC staff (e.g. centre supervisor, senior staff, administrative staff) as swab supervisor(s) who will implement the ESSS in the SCC. Each SCC is strongly encouraged to nominate 2 swab supervisors to ensure that ESSS can continue when 1 swab supervisor is on leave or needs to be tested himself/herself.
- Please refer to Annex B for roles and responsibilities of the supervisors, and key considerations when appointing swab supervisor(s).

b. Have the Swab Supervisor(s) register for training (immediate)

- Swab supervisor(s) need to attend the following training:
 - i. **Supervisory Training in ART Self-Swab (mandatory)** conducted by the Ministry of Health's appointed vendor, HMI Institute.
 - This virtual 4-hour training session conducted via Zoom will equip the swab supervisors with the knowledge needed to supervise the conduct of ART operations.
 - Training slots are available daily on a first-come-first-served basis from (a) 8am to 12pm; and (b) 2pm to 6pm.
 - SCCs can register for the training at https://lms.wizlearn.com/hmiinstitute-virtualcampus/Login/Login_hmiinstitute-virtualcampus.aspx and are advised to do so as soon as possible.
 - Upon successful booking, HMI will send a web link for swab supervisors 1-2 days before the actual training day, to attend the virtual training session.
 - ii. **Swab Registration System (SRS) (mandatory)**. Training conducted by the Health Promotion Board (HPB). This training will familiarise swab supervisors with SRS and how to upload ART results for staff through SRS. This is a 4-hour virtual training and SCCs can register at <https://go.gov.sg/srs-esss-training>. Dedicated runs for SCCs start from 11 September 2021 and slots are available on a first-come-first-served basis.

a. Submit nominal roll of staff who will undergo supervised ART by the SCC (deadline extended from 15 to 17 September 2021, in view of increased scope of staff to undergo ART)

- SCCs are to submit the following information to MSF via the following link: <https://go.gov.sg/artsc>.
 - i. Details of Swab Supervisors
 - ii. SCCs are required to provide the details for the following groups of staff:
 - Unvaccinated staff (including cleaners)
 - Cleaners (vaccinated)
 - All SCC staff
 - Other personnel working in SCCs who will be supervised by the SCC for their self-swabs (e.g. interns, third-party vendors who are not registered with any government agency such as school bus attendants, freelance enrichment providers)
 - iii. ART kit delivery details (e.g. point of contact, etc)
- Please note: SCCs which have already submitted the details of their Swab Supervisors, Cleaners and Unvaccinated Staff will only be required to provide additional information on the following via <https://go.gov.sg/scc-staff-nominal-roll>. [Please kindly use this link if you wish to make changes/update your earlier submission for the nominal roll for staff]:
 - i. All SCC staff; and
 - ii. Other personnel working in SCCs who will be supervised by the SCC for their self-swabs (e.g. interns, third-party vendors who are not registered with any government agency such as school bus attendants, freelance enrichment providers)

15 **SCCs that do not submit the necessary information via <https://go.gov.sg/artsc> or <https://go.gov.sg/scc-staff-nominal-roll> by 17 September 2021 will not receive their ART kits or may receive the kits later.** Therefore, please ensure that the information is submitted as early as possible to avoid unnecessary delays.

Safe Management Measures in SCCs

16 **[Updated]** Please note that SCCs must continue to adhere to the prevailing safe management measures outlined in the 8 August 2021 circular. These include allocating 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. SCCs are to reduce the number of schools in such mixed groupings, where possible, to minimise intermingling of students across different schools.

17 There should be no cross-deployment of staff across centres. External supplementary programme providers remain limited to physically serve no more than 1 SCC.

18 School-based SCCs are advised to continue to refer and adhere to the safe management measures issued by the school administration and wait for further instructions from schools.

19 If you require assistance, please contact your respective Student Care Officer or call the SCC hotline at Tel: 6354 8487 (8.30am to 6pm, Monday to Friday). 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

Denise Low (Ms)

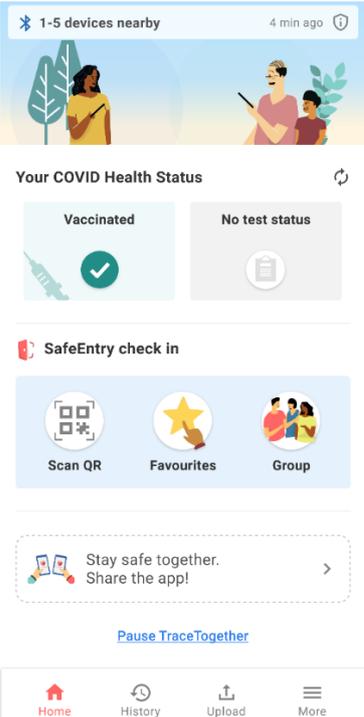
Director

Service Delivery and Coordination Division (SDCD)

Ministry of Social and Family Development

Recognised Proofs of Vaccination

SCCs can establish how many staff are Fully Vaccinated by checking their vaccination status using the methods as set out on <https://go.gov.sg/acceptabledocs> (refer to the “For fully vaccinated individuals” and “For individuals who have recovered from COVID-19” sections).

| Description | Reference Image(s) |
|---|---|
| <p><u>Vaccination Status on TraceTogether application</u></p> <p>SCCs are to ensure that the ‘Vaccinated’ icon appears as shown in the picture on the right.</p> <p>SCCs are to ensure it is not a screenshot by asking the individual to click on other icons or refresh button within the app.</p> |  <p>The screenshot shows the TraceTogether app interface. At the top, it indicates '1-5 devices nearby' and '4 min ago'. Below this is an illustration of two people. The main section is titled 'Your COVID Health Status' and features two buttons: 'Vaccinated' (highlighted in light green with a green checkmark icon) and 'No test status' (greyed out with a document icon). Below this is the 'SafeEntry check in' section with three icons: 'Scan QR', 'Favourites', and 'Group'. At the bottom, there is a 'Stay safe together. Share the app!' banner and a 'Pause TraceTogether' link. The bottom navigation bar includes 'Home', 'History', 'Upload', and 'More'.</p> |

Description

Vaccination Status on HealthHub application

SCCs are to ensure that the ‘Vaccinated’ icon as shown in the picture on the right.

SCCs are to ensure it is not a screenshot by asking the individual to click on other icons within the app.

Reference Image(s)



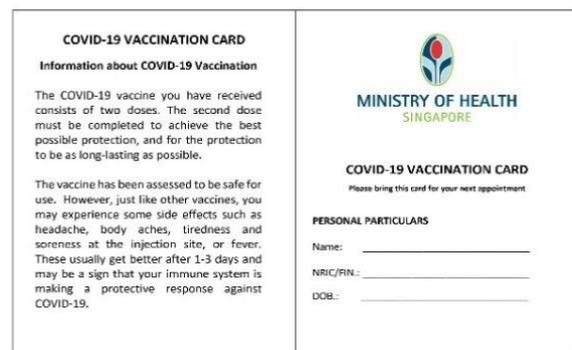
Physical Vaccination Card/Slip

SCCs are to only accept the original hardcopy card/slip.

SCCs are to ensure that the card/slip belongs to the individual by checking against his/her Government-issued photo identification.

SCCs are to ensure that more than 2 weeks have passed since the final dose of the vaccine (e.g. if final dose was on 1 July 2021 (Day 1), individual would be considered to be fully vaccinated from 15 July 2021 (Day 15)).

Note. Hard-copy and digital overseas vaccination certs are not recognised.



YOUR NEXT VACCINATION IS DUE IN _____ DAYS

| Appointment Date | Time | Place |
|------------------|------|-------|
| | | |

COVID-19 VACCINATION RECORD

| Vaccine Dose | Date of Vaccination | Vaccine Brand | Place of Vaccination |
|-----------------------------|---------------------|--|---|
| <input type="checkbox"/> #1 | | <input type="checkbox"/> Pfizer-BioNTech / Comirnaty <input type="checkbox"/> Moderna <input type="checkbox"/> Pfizer-BioNTech / Comirnaty <input type="checkbox"/> Moderna | <input type="checkbox"/> Sinovac <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> #2 | | <input type="checkbox"/> Pfizer-BioNTech / Comirnaty <input type="checkbox"/> Moderna | <input type="checkbox"/> Sinovac <input type="checkbox"/> Other: _____ |

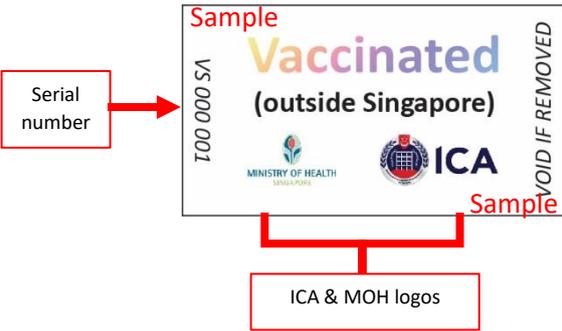
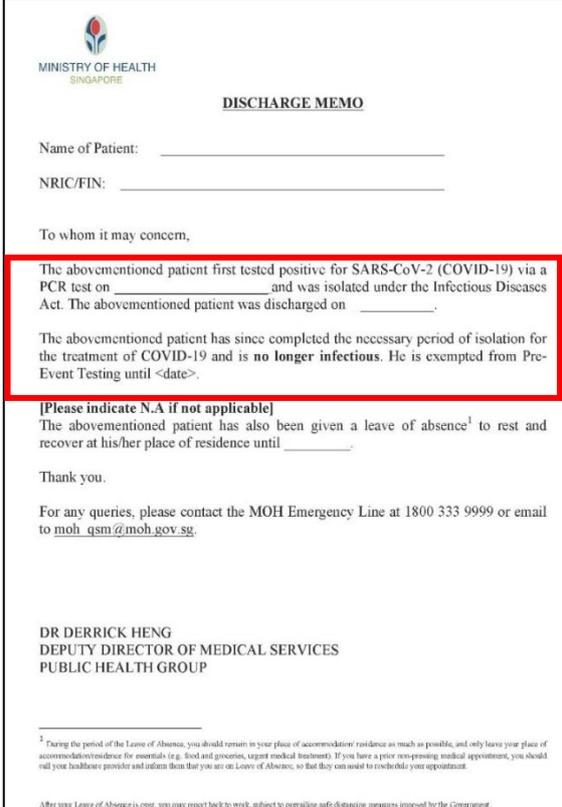
AFTER VACCINATION ADVICE

| Possible Side Effects | How to Manage |
|---|--|
| Pain, redness, swelling at the injection site | Those with fever are advised to self-isolate at home until the fever subsides. |
| Fever, chills | Paracetamol 1 to 2 tablets every 6 hours for adults or dosed according to the child's weight as needed |
| Headache, muscle pain, joint pain | Rest |
| Tiredness | Usually gets better by itself in a week or so |
| Lymph node swelling at neck or armpit | |

See a doctor if:
 -the side effects persist or get worse
 -the fever persists for more than 48 hours

You can also report any side effects that you experience to HSA via: go.gov.sg/urf

This vaccine may cause a severe allergic reaction in very rare instances. If you experience a severe allergic reaction (difficulty breathing, swelling of your face, throat, eyes or lips, a fast heartbeat, dizziness or weakness, rash all over your body), please seek immediate medical attention by calling 995 or going to the nearest A&E. The doctor will also decide if you should receive the second dose of the vaccine.

| Description | Reference Image(s) |
|---|---|
| <p><u>Vaccination Sticker</u></p> <p>SCCs may refer to the tamper-proof vaccination sticker to be affixed onto the passport of employees who were fully vaccinated overseas with a World Health Organisation Emergency Use Listing (WHO-EUL) vaccine.</p> <p>Please note that the validity of the sticker is until the end of their Short-Term Visitor Pass validity or until 30 September 2021, 2359hrs, whichever is earlier. After which, SCCs may refer to the TraceTogether application to verify vaccination status.</p> |  |
| <p><u>Discharge Memo</u></p> <p>SCCs are to only accept the original hardcopy memo.</p> <p>SCCs are to ensure that the memo belongs to the individual by checking against his/ her Government-issued photo identification.</p> <p>To ensure that the duration of the activity is within the 270 days exemption period calculated from the date of the 1st PCR test.</p> <p>Older versions of memo that do not indicate the exemption period or the date of the PCR positive test result will not be accepted.</p> |  |

Description

PET Exemption Notice

SCCs are to only accept the original hardcopy memo.

SCCs are to ensure that the memo belongs to the individual by checking against his/ her Government-issued photo identification.

Reference Image(s)



PRE-EVENT TESTING (PET) EXEMPTION NOTICE

Full Name: ABCDEF
(as per NRIC/FIN/Passport)
NRIC/FIN/Passport Number: XXXXX567A
Country of Passport Issue Country
(only for foreigners without FIN):

To whom it may concern,

This is to certify that the abovementioned first tested positive for SARS-CoV-2 (COVID-19) via a Polymerase Chain Reaction (PCR) test* on <date>. He/She is exempted from Pre-Event Testing (PET) till <date> (inclusive).

2. For further details, please contact [Name of Clinic (and Branch if applicable), email, phone number].

Thank you.

Stamp/ Signature/Date

Name:
Designation:
Clinic Name (and Branch if applicable):

* Recovered travellers/ returning SCs/PRs with overseas PCR+ results with local S+ result must provide GP with proof of overseas PCR+ result for the issuance of the PET Exemption Notice.

Employer-led Supervised Self-Swab (ESSS)

Roles and Responsibilities of Swab Supervisors

*(*Details on how to carry out ESSS will be covered in the Supervisory Training in ART Self-Swab. Please see para 15(b) for details on how to register for training)*

1. Only one swab supervisor is needed to supervise the swabbing at any one time. Each SCC should, as far as possible, nominate two swab supervisors as in the event one swab supervisor needs to carry out self-swab, the other supervisor can supervise, or if one swab supervisor is on leave.
2. Swab supervisors are to ensure that Infection Prevention and Control (“IPC”) measures are observed (including disinfection of the swab site after self-swab is completed). These measures are:
 - a. Don a face shield and surgical 3-ply face mask³;
 - b. Keep a 3 m distance from staff conducting self-swab;
 - c. Conduct ESSS in a setting with ample ventilation (open windows/doors and fans).
3. Before commencing the self-swab process, swab supervisors are to ensure that staff do not:
 - a. Display any Acute Respiratory Infection (ARI) symptoms; or
 - b. Have any nosebleed (past 24hrs), or facial surgery (last 8 weeks), or nasal surgery (last 4 weeks).
4. The staff is to swab himself/herself. Swab supervisors are to ensure that staff swab themselves correctly. On-site swabs could be conducted individually or in small groups (max 5).
5. Swab supervisors are to ensure that staff wipe down the swab station before and after their own swabbing.
6. Swab supervisors are to ensure that safe management measures (SMMs) are observed at the swab site.
7. Swab supervisors are to ensure that staff’s attendance is taken and verify staff’s self-swab results⁴.
8. Swab supervisors are to manage staff with positive (AG+) or double AG invalid result. For such individuals, SCCs would need to:

³ For Supervisors above 50 years old, he/she needs to be fully vaccinated, i.e. received both vaccinations from our national vaccination programme, with the second vaccine dose administered at least 14 days ago.

⁴ SCCs are to ensure that staff’s ART results are entered into the Swab Reporting System (SRS) within the day. Information about the SRS and how to use SRS will be shared at a later date. All swab supervisors will be granted an SRS account to facilitate uploading of test results.

- Arrange for private transport to a Swab and Send Home Public Health Preparedness Clinic (SASH PHPC) for confirmatory PCR test. Present one of the following to SASH PHPC clinic for verification:
 - i. NRIC + ART Results SMS: OR
 - ii. Clear photo of their ART results + NRIC / Passport (either soft or hard copy)
- After the PCR test is conducted, the staff must self-isolate at home until the PCR results return.
- If the PCR result returns negative, the staff can return to work. However, if the PCR result returns positive, Public Health Actions (e.g. conveyance to the hospital, contact tracing) will commence.

Key Considerations in Appointing Swab Supervisors

9. SCCs are to nominate one or two swab supervisors based on the following considerations:
 - a. Roles & Responsibilities of the swab supervisors (see previous section).
 - b. Availability of the swab supervisors to supervise self-swabs. For instance, if most cleaners are available in the afternoon for the self-swabs, one of the supervisors should be available during that time.
 - c. Swab supervisors above 50 years old need to be fully vaccinated, i.e. received both vaccinations from our national vaccination programme and completed the second vaccine dose at least 14 days ago.