



## **GUIDELINES FOR HEALTH SCREENING AT SBSA (FOR COVID-19)**

### **1.0. Triaging and managing high risk learners and staff on arrival to the academy.**

A person is considered high-risk for COVID-19 if he/she:

- presents with acute respiratory tract infection (cough, sore throat, shortness of breath)
- presents with fever ( $\geq 38$  degrees), without another immediately apparent cause
- has travelled overseas and have onset of symptoms within 14 days of return
- has been in close contact with a confirmed coronavirus (COVID-19) case

#### **1.1. For all students, staff or visitors screening is done prior to entry into the academy compound. The screening shall be done by trained staff members. Screening includes:**

- Ask and look for presence of symptoms
- Temperature checks using infra-red thermometers or a digital thermometer if infra-red thermometers are not available. Digital thermometers should be wiped clean with an alcohol based solution after each use.
- Temperature checks using the digital thermometer should be done ONLY if a student, staff or visitor is suspected of being sick.
- Record personal details such as name, class (for learners), address and NIN (if the person is a visitor) using the incidence record form.

#### **1.2. If temperature is normal and there are no symptoms:**

- The learner/ staff/ visitor is allowed to enter the academy premises.
- **ALL** learner/ staff/ visitor need to sanitise/ wash their hands before proceeding to their final destination.

**1.3. If temperature indicates that the person has fever (38°C and above) with or without symptoms:**

- Isolate the person in a designated (isolation) room, which is well ventilated.
- Provide face mask - the caregiver should also wear a face mask and only one person should be attending the person.
- Take initial history to determine exposures or causes of symptoms.
- Communicate with the focal person at the local health center to advise on the next course of action and to provide emergency contact list.

**1.4. In the meantime, the caregiver should:**

- Reassure the client whilst maintaining safe distancing and hygiene protocol.
- Contact parents/guardians or next of kin as normally done for sick child or staff.
- Fill out the Isolation room log form for recording purposes of person going out of, or entering, the room.

**1.5. If at any point during academy hours, a learner or staff member develops fever or COVID- like symptoms, all of the above procedures must be followed.**

**2.0. Logistics and equipment needed:**

- Tent(s) or shaded area(s) for screening close to the academy gate.
- Single, double or triple screening stations as per academy population.
- Clear demarcations to guide the flow and movement of students and staff.
- Designated (isolation) room as close as possible to the screening station(s).
- Digital or infra-red thermometers (quantity as per the academy population).
- Alcohol swabs.
- PPEs (mask/gloves).
- Tables and chairs.
- Screening record forms (one for each class and one for staff).
- Stationeries (Pens, pencils and highlighted pens).
- Visibility jackets for academy staff and volunteers involved with screening.

**NOTE:** Recording of personal details (such as name, class of student, address and NIN of visitor) should be done at all times whether there is manifestation of COVID-like symptoms or not.