

## COVID – 19 Response Plan

Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus. Most people infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

The best way to prevent and slow down transmission is to be well informed about the COVID-19 virus, the disease it causes and how it spreads. Protect yourself and others from infection by washing your hands or using an alcohol based rub frequently and not touching your face.

<https://www.who.int/health-topics/coronavirus>

This policy is informed by the Irish Government's *Plan for living with COVID-19*

(<https://www.gov.ie/en/campaigns/resilience-recovery-2020-2021-plan-for-living-with-covid-19/>)

### 1. Dealing with a suspected case of COVID-19

Staff or Learners should not attend college if displaying any symptoms of COVID-19. The following outlines how Dorset College will deal with a suspected case if one arises in the college.

The following spaces are designated isolation rooms for staff and students:

- Main Campus: Canteen (Underground 8)
- 58 Great Charles: Decide on 1 Classroom
- 66 Dorset Street: Room 6612
- ABC Building: 66 Dorset Street Room 6612

In the Isolation rooms, there will be a kit of protective equipment for both the first aider and the affected student which will include tissues, face mask, gloves, hand sanitiser, and bin.

## 1.1 Supports for Learners:

In the event of a student developing the signs and symptoms of COVID-19 while in college, the following actions are to be taken by the COVID Outbreak Coordinator – Kate Molloy (Student Experience Leader e-mail: [kate.molloy@faculty.dorset-college.ie](mailto:kate.molloy@faculty.dorset-college.ie) or mobile: +353 874091913)

	<b>Actions – Isolating a person</b>
<b>Step One</b>	The person presenting with symptoms should be redirected to the designated isolation room.
<b>Step Two</b>	Keep a distance of at least 2 metres from the affected person.
	<b>Actions - Arranging for the affected person to leave the College:</b>
<b>Step One</b>	Assess whether the student can immediately be directed to go home, call their doctor, and continue self-isolation at home.
<b>Step Two</b>	The individual should be advised to avoid touching people, surfaces, and objects.
<b>Step Three</b>	In case the student cannot return home independently or without using public transport, facilitate them calling their doctor and advise him/her to remain in the isolation room until arrangements can be made.
<b>Step Four</b>	If the person is well enough to go home, advise them to inform their general practitioner by phone of their symptoms.
<b>Step Five</b>	If the student becomes very unwell an ambulance should be called. Call the ambulance advising of a suspect COVID-19 case, stay with the patient (at least 2m away), and comfort them until the ambulance attends.
	<b>Actions - Follow up / Disinfection</b>
<b>Step One</b>	The staff should immediately vacate the isolation room.
<b>Step Two</b>	A list of students and teachers from the class and the floor should be compiled and available for contact tracing if requested by HSE.
<b>Step Three</b>	The staff should arrange for appropriate cleaning of the isolation area and work areas involved

## 1.2 Supports for Staff:

Where an employee becomes unwell in the workplace, the following actions should be taken:

Event	Employee Immediate Action
Staff develops COVID-19 symptoms on campus and <b>feels well</b> to travel home by private transport.	Go home, contact your GP for further medical advice and inform your manager as soon as possible.
Staff develops COVID-19 symptoms on campus <b>and does not feels well</b> to travel home.	Self-Isolate immediately: go to the nearest designated isolation room, inform your manager and call your GP. Transport home will be arranged by Dorset College.

## Appendix 1 –

### Checklist for dealing with a suspected case of Covid-19

Kate Molloy, the COVID Outbreak Coordinator, will be responsible for ensuring that all aspects of the protocol to deal with a suspect case have been adhered to.

No.	Control	Yes	No	Action Required
	<b>Isolation area(s)</b>	<input type="checkbox"/>	<input type="checkbox"/>	
1.	There are TBC isolation areas, please familiarise yourself with their location	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Are the following available in the isolation area(s)? <ul style="list-style-type: none"> <li>• ventilation, e.g. fresh air ventilation / ability to open a window</li> <li>• tissues</li> <li>• hand sanitiser</li> <li>• gloves, masks</li> <li>• closed bin</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
	<b>Isolating a person(s) displaying COVID-19 symptoms</b>			
3.	The COVID Outbreak Coordinator has accompanied the affected person to the isolation area while maintaining physical distancing (2 metres) from them?	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Have others been advised to maintain a distance of at least 2 metres from the affected person at all times?	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Is there a disposable mask available for the affected person to wear while in a common area and when exiting the building?	<input type="checkbox"/>	<input type="checkbox"/>	
	<b>Arranging for the person to leave the College / Exit Strategy</b>			
6.	Has the coordinator established, by asking the affected person, if they feel well enough to travel home?	<input type="checkbox"/>	<input type="checkbox"/>	
7.	Has the affected person been advised to avoid touching other people, surfaces and objects?	<input type="checkbox"/>	<input type="checkbox"/>	
8.	If the affected person considers themselves able to travel home, have you directed them to do so and to call their GP and self-isolate at home?	<input type="checkbox"/>	<input type="checkbox"/>	
9.	Has the affected person been advised not to go to their GP's surgery or any pharmacy or hospital?	<input type="checkbox"/>	<input type="checkbox"/>	
10.	Has the affected person been advised they must not use public transport?	<input type="checkbox"/>	<input type="checkbox"/>	
11.	Has the affected person been advised to continue wearing the face mask until they reach home?	<input type="checkbox"/>	<input type="checkbox"/>	
12.	If the person is feeling very unwell, an ambulance should be called – 999 or 112	<input type="checkbox"/>	<input type="checkbox"/>	
	<b>Follow up / Disinfection</b>			



13.	Has the coordinator carried out an assessment of the incident to identify any follow-up actions needed?	<input type="checkbox"/>	<input type="checkbox"/>	
14.	Has the coordinator available to provide advice and assistance if contacted by the HSE?	<input type="checkbox"/>	<input type="checkbox"/>	
15.	Has the coordinator taken the isolation area and any work areas where the person was involved out-of-use until cleaned and disinfected?	<input type="checkbox"/>	<input type="checkbox"/>	
16.	Has the coordinator arranged for cleaning and disinfection of the isolation area and any works areas involved, at least one hour after the affected person has left the building?	<input type="checkbox"/>	<input type="checkbox"/>	

**-END-**