Dear Student Care Operators

Revised Measures for Student Care Centres (SCCs) 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 updated that as more Omicron cases are reported globally and given its high transmissibility, we should expect to find more local cases within our community. It is therefore important for everyone to play their part to get their vaccinations and booster doses, self-test regularly and continue to adhere to the safe management measures.

In line with MTF's direction to remain vigilant in the event of a surge of local cases, we will continue to adopt a cautious and calibrated posture in SCCs. To facilitate the running of operations and programmes while keeping SCCs safe, we will update the following safe management measures in SCCs from 1 January 2022.

COVID-Safe Access

a. Workforce Vaccination Measures

[Updated] To keep workplaces safe, MTF had announced on 26 December 2021 that from 15 January 2022, the Pre-Event Testing (PET) concession for unvaccinated persons to go to work under the Workforce Vaccination Measures will be removed, i.e. unvaccinated workers will not be allowed to return to the workplace even if they test negative for COVID-19. Please refer to the updated workforce vaccination measures in SCCs:

☑ Phase 1 (1 to 14 January 2022)

- SCC staff who are fully vaccinated¹, certified to be medically ineligible for vaccination, or have recovered from COVID-19 within 180 days, can return to the SCC.
- Unvaccinated SCC staff will still be allowed at the SCC if they have a negative PET result for the day they report to the SCC for work.
 - The PET negative result must be valid for the period that the staff needs to be present at the SCC for the day.
 - Unvaccinated staff have to pay for the costs of PET and show the PET results to their SCC operator when reporting to work.

☑ Phase 2 (15 January 2022 onwards)

- Only SCC staff who are fully vaccinated, certified to be medically ineligible for vaccination or have recovered from COVID-19 within 180 days, can return to the SCC.
- Between 15 to 31 January 2022, partially vaccinated SCC staff (i.e., those who
 had completed one dose of the COVID-19 vaccine) must perform PET and

¹ The individual has received two doses of the COVID-19 vaccination under Singapore's national vaccination programme or any other vaccine regimen as approved by the Ministry of Health, and meet the respective duration post-vaccination for the vaccine to be fully effective.

- obtain a negative result when returning to the SCC. They must be fully vaccinated by 1 February 2022 to return to the SCC.
- Unvaccinated SCC staff will not be allowed to return to the SCC.
- 4 For unvaccinated SCC staff, from 15 January 2022, SCCs can:
 - a. Redeploy them to suitable jobs which can be done from home, with remuneration commensurating with the responsibilities of such jobs; or
 - b. Place them on no-pay leave based on mutually agreeable terms; or
 - c. As a last resort after exploring options above, terminate their employment (with notice) in accordance with the employment contract. If termination of employment is due to staff's inability to be at the workplace to perform their work, it will not be considered as wrongful dismissal.

[New] Special consideration for pregnant SCC staff

- SCCs should strongly encourage pregnant staff to be vaccinated with the vaccines under the National Vaccination Programme as soon as possible. Pregnant women who delay vaccination are at higher risks of complications should they contract COVID-19 during pregnancy. They may wish to consult their obstetricians to discuss the benefits and risks of COVID-19 vaccination.
- SCCs should not terminate the employment of medically eligible but unvaccinated pregnant staff, but instead give special consideration to their needs and concerns. SCCs should consider (a) redeploying pregnant staff to suitable jobs which can be done from home, with remuneration commensurating with the responsibilities of such jobs; or (b) placing them on no-pay leave until after they have delivered. Such NPL should not affect their right to maternity benefits required under any legislation, employment contract or collective agreement.

b. Rostered Routine Testing (RRT) of SCC staff

7 **[Updated]** Testing remains key to the early detection, rapid tracing and containment of transmission, especially in light of the Omicron variant. To keep everyone in the student care sector safe, all SCC staff will continue to undergo mandatory Rostered Routine testing (RRT) via an Antigen Rapid Test (ART). Please refer to Table 1 for testing requirements for SCC staff.

Table 1: Testing requirements for SCC staff

Vaccination status	Frequency of testing
Staff who are fully vaccinated <u>and</u> recovered from COVID-19 ²	- Exempted from RRT
Staff who are: - Fully vaccinated; or	- ART once a week as part of RRT

² This includes persons who (a) recovered from a COVID-19 infection and subsequently receives at least one dose of COVID-19 vaccine (two doses if Sinovac or Sinopharm) that has been authorised under the Health Sciences Authority's Pandemic Special Access Route or listed on the World Health Organisation's Emergency Use Listing (WHO EUL) no earlier than 3 months after date of positive PCR; and (b) are fully vaccinated before being infected with COVID-19 and subsequently recovering from it. Persons who have received one dose of COVID-19 vaccine before being infected will need to receive their 2nd dose (3rd dose if Sinovac or Sinopharm) to be exempted.

Vaccination status	Frequency of testing
 Certified to be medically ineligible; or Unvaccinated <u>and</u> recovered from COVID-19 within 180 days 	
Staff who are unvaccinated	 1 – 14 January 2022 PET for each day staff is at the SCC PET can count towards weekly RRT requirement (i.e., staff is not required to take the weekly RRT if he/she has undergone PET prior to going to SCC) From 15 January 2022 Will not be allowed to return to the SCC
Staff who are partially vaccinated	 1 - 31 January 2022 PET for each day staff is at the SCC PET can count towards weekly RRT requirement (i.e., staff is not required to take the weekly RRT if he/she has undergone PET prior to going to SCC) From 1 February 2022 Will not be allowed to return to the SCC until staff has been fully vaccinated (i.e., 2 weeks after the second vaccination)

- 8 The testing requirements will apply to all programme and non-programme staff (includes cooks, cleaning staff, administrative staff) working in SCCs, including personnel such as interns, and HQ personnel. It will also apply to third-party vendors who come into contact with the children (e.g., enrichment providers, supplementary programme providers, bus drivers/attendants, etc.).
- 9 RRT for all SCC staff will continue to be conducted under Employer Supervised Self-Swab (ESSS), where staff will carry out the ART under the supervision of a swab supervisor in the SCC. Supervision can be done on-site and/or virtually. SCCs need not test all staff on one day and can roster them on different days or times.
- 10 From the 1st week of January 2022 onwards, all SCCs will progressively receive a month's supply of ART kits for the purpose of RRT.

c. <u>Visitors in SCCs</u>

Vaccination and testing requirements

[Updated] To minimise transmission in SCCs, visitors will continue to be limited to those who are needed to support the running of SCCs and those who need to perform necessary functions. From 1 January 2022, all visitors entering the SCC during operational hours must be fully vaccinated³. In addition, as the majority of SCC children are still not vaccinated, visitors will need to undertake an ART. Please refer to Table 2 for the vaccination and testing requirements for visitors.

Table 2: Requirements for visitors to SCCs

Visitor	Vaccination Requirement	Testing Requirement
Those performing official government functions (e.g. MSF officers, MSF appointed auditors)	 Must be fully vaccinated Unvaccinated individuals not allowed entry 	 Show evidence of a negative ART done within the week, before entering the SCC; or Undertake an ART at the SCC under ESSS
Ad hoc visitors Independent vendors needed to support running of SCCs (e.g. contractors, external photographers and videographer, auditors, practicum and internship supervisors) Parents accompanying newly enrolled children	Must be fully vaccinated Unvaccinated individuals not allowed entry	 To undertake ART at home within 24 hours of visit; the test result must cover the duration of the visit Show evidence of negative test result before entering SCC (e.g. present a timestamped photo of the dated ART result)

12 **[Important]** The close contacts of confirmed cases will be identified via the Trace Together (TT) App on their mobile phones or TT tokens. As such, it is important for staff/children to consistently use the TT function. We seek your help to ensure that **staff/children have their TT App on mobile phones or TT tokens with them at all times.**

Parents accompanying newly enrolled children

- 13 [Updated] To support newly enrolled children in their transition to a new environment, from 1 January 2022, we will allow SCCs to have up to 5 parents per class at any given time. SCCs must exercise caution to avoid overcrowding and adhere to the following SMMs:
 - a. **Parent accompanying the child must be fully vaccinated** and produce evidence of a negative ART result prior to entering the SCC.
 - b. **The parent must undertake an ART self-swab** at home on the day of the visit. A negative ART result is required for each day the parent is present in the SCC.
 - c. Parent may accompany their child for several hours (up to half a day) for the first 2 days of student care. If necessary, different parent may accompany the child on separate days. SCCs may exercise flexibility and allow more time for parents of children with additional needs (e.g. children with special needs), who may need a longer period for adjustment.

³ The individual has received two doses of the COVID-19 vaccination under Singapore's national vaccination programme or any other vaccine regimen as approved by the Ministry of Health, and meet the respective duration post-vaccination for the vaccine to be fully effective.

- d. Only one parent may accompany the newly enrolled child and there must be no more than 5 parents in a class at any given time. SCCs must ensure safe distancing and avoid overcrowding in the classroom and SCC. SCCs may schedule timeslots for each class if there are more than 5 parental requests for the day.
- e. Parents accompanying their children should limit interactions to only their child and their child's teacher(s)/centre operator. They should maintain a safe distance of at least 2 metres from other children and staff in the SCC and avoid interactions with other children/ staff/parents within the SCC.
- f. Parents accompanying the child must use the TT App on their mobile phones or the TT token at all times.

d. Supplementary programmes

- 14 From 1 January 2022, fully vaccinated enrichment programme providers will continue to serve up to 4 SCCs.
- SCCs and supplementary programme providers must strictly adhere to the following SMMs for all supplementary programmes:
 - a. Persons conducting these supplementary programmes must adhere to the updated Workforce Vaccination Measures in para 3 and RRT requirements in para 7.
 - b. Persons conducting these supplementary programmes must engage children strictly within their existing classes/groups. SCCs are not allowed to combine children from different classes/groups for any supplementary programme session. Where children are split into smaller groups within their regular class, they should remain within the same groups when attending the supplementary programme sessions and not mix.
 - c. Persons conducting these supplementary programmes must ensure safe distancing of at least 1 metre from children at all times during the sessions. They should also wash or sanitise their hands after each session. If a common space is used for the programme, the tables and high touch point areas should be wiped down and disinfected between each use by different classes.
 - d. Persons conducting these supplementary programmes must use the TraceTogether (TT) App on their mobile phones or the TT token at all times.
- There will be no cap on the number of classes that persons conducting supplementary programmes can serve within the SCC. This is naturally limited, as they are usually at the SCC on selected days for short periods of time and cater only to selected children.

COVID-Safe Classroom

e. External training

17 **[Updated]** To minimise the risk of transmission across SCCs, all external training (with the exception of hands-on Child First Aid training) will continue to be conducted virtually.

f. Supervision of practicum and internships

- [Updated] Currently, practicum and internship supervisors can only conduct virtual supervision of their students and interns. To improve the effectiveness of such sessions, fully vaccinated practicum and internship supervisors may resume face-to-face supervision of practicum students and interns in up to 4 centres per day, subject to the following SMMs and testing requirements:
 - a. Carry out ART at home within 24 hours of the visit to the SCC(s) for the day. The test result must cover the duration of the visit.
 - b. Supervisors to show evidence of negative test result before entering the SCC.

Conclusion

- Please share the information with your staff. If you require assistance, please contact your respective Student Care Officer (SCO) or call the SCC hotline at Tel: 6354 8487 (8.30am to 6pm, Monday to Friday). School-based SCCs are to refer to the advisories issued by MOE and/or school administration for more details.
- As we need to monitor and assess the situation in SCCs, we seek operators' cooperation to continue to provide MSF with an update of staff and children on SHN/Confirmed cases by 5pm daily via https://go.gov.sg/msf-report-loa or via the QR code below. We will continue to review the safe management measures in SCCs and update SCCs of any further developments.



We would like to remind SCCs that children, staff and visitors who are unwell (even those with slight symptoms) should not be allowed to enter the SCC premises and should promptly seek medical attention. Let us continue to work together as a community to keep SCCs safe for everyone and enable our children to learn and thrive.

Yours faithfully

DENISE LOW (MS)
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Annex A

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, SCCs are to implement the following measures to ensure that individuals who may pose a risk to transmission are not allowed access into the SCC premises:

- a. Health protocols for SCC staff and children who are confirmed COVID-19 cases and close contacts of confirmed COVID-19 cases
 - ☑ Please refer to Annex B for the health protocols for SCC staff and children who are confirmed COVID-19 cases and close contacts of confirmed COVID-19 cases.
- b. [Updated] From 15 January 2022, under the Workforce Vaccination Measures, only SCC staff who are fully vaccinated, certified to be medically ineligible for vaccination, or have recovered from COVID-19 within 180 days, can return to the SCC.

☑ Phase 1 (1 to 14 January 2022)

- SCC staff who are fully vaccinated⁴, certified to be medically ineligible for vaccination, or have recovered from COVID-19 within 180 days, can return to the SCC.
- Unvaccinated SCC staff will still be allowed at the SCC if they have a negative PET result for the day they report to the SCC for work.
 - The PET negative result must be valid for the duration that the staff are required to be present at the SCC for the day.
 - Unvaccinated staff have to pay for the costs of PET and show the PET results to their SCC operator when reporting to work.

☑ Phase 2 (15 January 2022 onwards)

- Only SCC staff who are fully vaccinated, certified to be medically ineligible for vaccination or have recovered from COVID-19 within 180 days, can return to the SCC.
- Between 15 to 31 January 2022, partially vaccinated SCC staff (i.e., those who had completed one dose of the COVID-19 vaccine) must perform PET and obtain a negative result when returning to the SCC. They must be fully vaccinated by 1 February 2022 to return to the SCC.
- Unvaccinated SCC staff will not be allowed to return to the SCC.

⁴ The individual has received two doses of the COVID-19 vaccination under Singapore's national vaccination programme or any other vaccine regimen as approved by the Ministry of Health, and meet the respective duration post-vaccination for the vaccine to be fully effective.

c. Restriction of persons conducting supplementary programmes

- ☑ SCCs may resume face-to-face enrichment programmes from 11 October 2021 but are strongly encouraged to hold enrichment classes online as much as possible. This is to reduce the risk of transmission within and across SCCs.
- ☑ Should SCCs resume in-person enrichment classes, external persons providing such programmes who are <u>fully vaccinated</u> may serve up to 4 SCCs, subject to the prevailing testing requirements and SMMs. All higher risk, mask-off enrichment programmes (e.g. those involving wind instruments) remain suspended.
- ☑ SCCs and supplementary programme providers must strictly adhere to the following SMMs for all supplementary programmes:
 - [Updated] Persons conducting these supplementary programmes must adhere to Workforce Vaccination Measures (refer to page 8). From 15 January 2022, only persons who are fully vaccinated, certified to be medically ineligible for vaccination or have recovered from COVID-19 within 180 days, can return to the SCC.
 - [Updated] Persons conducting these supplementary programmes must adhere to the prevailing Rostered Routine Testing (RRT) and testing requirements (refer to page 11).
 - Persons conducting these supplementary programmes must engage children strictly within their existing classes/groups. SCCs are not allowed to combine children from different classes/groups for any supplementary programme session. Where children are split into smaller groups within their regular class, they should remain within the same groups when attending the supplementary programme sessions and not mix.
 - Persons conducting these supplementary programmes must ensure safe distancing of at least 1 metre from children at all times during the sessions.
 They should also wash or sanitise their hands after each session. If a common space is used for the programme, the tables and high touch point areas should be wiped down and disinfected between each use by different classes.
 - Persons conducting these supplementary programmes must use the TraceTogether (TT) App on their mobile phones or the TT token at all times.
- ☑ There will be no cap on the number of classes that persons conducting supplementary programmes can serve within the SCC. This is naturally limited, as they are usually at the SCC on selected days for short periods of time and cater only to selected children.

d. Restriction of visitors allowed in SCCs

- ☑ SCCs are not to allow visitors who are on Isolation Order or Stay-Home Notice (SHN) to enter your premises. Those on a Health Risk Warning (HRW) are to produce proof of negative ART result for that day during the period of HRW.
- 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.
- SCCs are to restrict casual visitors to minimise the risk of community transmission. Only visitors who are needed to support the running of the SCCs (e.g. contractors) and those who need to perform necessary functions (e.g. MSF officers, MSF appointed auditors) may enter the premises.
- ☑ [Updated] From 1 January 2022, all visitors entering the SCC during operational hours must be fully vaccinated. In addition, as the majority of SCC children cannot be vaccinated yet, visitors will need to undertake an ART.

Visitor	Vaccination Requirement	Testing Requirement
Those performing official government functions (e.g. MSF officers, MSF appointed auditors)	Must be fully vaccinated Unvaccinated individuals not allowed entry	 Show evidence of a negative ART done within the week, before entering the SCC or Undertake an ART at the SCC under ESSS
Ad hoc visitors Independent vendors needed to support running of SCCs (e.g. contractors, auditors, practicum and internship supervisors) Parents accompanying newly enrolled children	Must be fully vaccinated Unvaccinated individuals not allowed entry	To undertake ART at home within 24 hours of visit; the test result must cover the duration of the visit Show evidence of negative test result before entering the SCC (e.g. present a time-stamped photo of the dated ART result)

- ☑ If it is necessary to have a visitor in the SCC, temperature checks and travel declarations must be obtained. Visitors should keep a safe distance of <u>at least 2</u> metres from staff and children, where possible.
- ☑ [Updated] Fully vaccinated parents accompanying newly enrolled children may be allowed into the SCC premises, subject to the following SMMs:
 - Parent accompanying the child must be fully vaccinated and produce evidence of a negative ART result prior to entering the SCC.
 - The parent must undertake an ART self-swab at home on the day of the visit.
 A negative ART result is required for each day the parent is present in the SCC.
 - Parent may accompany their child for up to half a day for the first 2 days of SCC. A different parent may accompany the child on separate days, if necessary. SCCs may exercise flexibility and allow more time for parents of children with additional needs (e.g. children with special needs), who may need a longer period for adjustment.
 - Only one parent may accompany the newly enrolled child and there must be no more than 5 parents in a class at any given time. SCCs must ensure safe distancing and avoid overcrowding in the classroom and SCC. SCCs may schedule timeslots for each class if there are more than 5 parental requests for the day.

- Parents accompanying their children should limit interactions to only their child and their child's teacher(s)/centre operator. They should maintain a safe distance of at least 2 metres from other children and staff in the SCC and avoid interactions with other children/ staff/parents within the SCC.
- Parents accompanying the child must use the TT App on their mobile phones or the TT token at all times.
- ☑ All other parents remain restricted from entering the SCC premises. Parent-teacher conferences are to be carried out via teleconferences or online engagements (e.g. video conferencing). For potential parents, they must also not be allowed entry during operating hours. SCCs are to substitute with alternatives (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.

e. Health checks and temperature screening

☑ <u>On arrival</u>: SCCs are to continue with temperature screening and health checks for all children, staff and visitors.

Besides health checks for visible symptoms, SCCs 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 flulike symptoms such as cough, runny nose, sore throat, shortness of breath?

- ☑ SCCs must not admit children, staff and visitors who are unwell, and recommend that they promptly seek medical attention. 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. 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 after they are well (i.e. no longer displaying symptoms).
- <u>During the day</u>: SCCs 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.

^{*} During health checks, SCCs should look out for general signs of children who are unwell, beyond typical COVID-19 symptoms.

SCCs should direct all staff who are unwell to leave immediately and promptly seek medical attention. SCCs 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.

f. Targeted testing of SCC staff

☑ [Updated] All staff working ins must undergo mandatory Rostered Routine Testing (RRT) via ART:

Vaccination status	Frequency of testing
Staff who are fully vaccinated <u>and</u> recovered from COVID-19 ⁵	- Exempted from RRT
Staff who are: - Fully vaccinated; or - Certified to be medically ineligible; or - Unvaccinated and recovered from COVID-19 within 180 days	- ART once a week as part of RRT
Staff who are unvaccinated	 1 – 14 January 2022 PET for each day staff is at the SCC PET can count towards weekly RRT requirement (i.e. staff is not required to take the weekly RRT if he/she has undergone PET prior to going to SCC) From 15 January 2022 Will not be allowed to return to the SCC
Staff who are partially vaccinated	 1 – 31 January 2022 PET for each day staff is at the SCC PET can count towards weekly RRT requirement (i.e., staff is not required to take the weekly RRT if

⁵ This includes persons who (a) recovered from a COVID-19 infection and subsequently receives at least one dose of COVID-19 vaccine (two doses if Sinovac or Sinopharm) that has been authorised under the Health Sciences Authority's Pandemic Special Access Route or listed on the World Health Organisation's Emergency Use Listing (WHO EUL) no earlier than 3 months after date of positive PCR; and (b) are fully vaccinated before being infected with COVID-10 and subsequently received from it Panagan who have received and dose of COVID-10 vaccines.

with COVID-19 and subsequently recovering from it. Persons who have received one dose of COVID-19 vaccine before being infected will need to receive their 2nd dose (3rd dose if Sinovac or Sinopharm) to be exempted.

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Vaccination status	Frequency of testing
	he/she has undergone PET prior to going to SCC)
	From 1 February 2022 - Will not be allowed to return to the SCC until staff has been fully vaccinated (i.e., 2 weeks after the second vaccination)

- ☑ The testing requirements will apply to all programme and non-programme staff (includes cooks, cleaning staff, administrative staff) working in SCCs, including personnel such as interns and HQ personnel. It will also apply to third-party vendors who come into contact with the children (e.g. enrichment providers, supplementary programme providers, bus drivers/attendants, etc.).
- RRT for all SCC staff will continue to be conducted under Employer Supervised Self-Swab (ESSS), where staff will carry out the ART under the supervision of a swab supervisor in the SCC. Supervision can be done on-site and/or virtually. SCCs need not test all staff on one day and can roster them on different days or times. 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.
 - Fully vaccinated individuals who have recovered from COVID-19 may be exempted from all forms of RRT, Health Risk Warning (HRW) and bridging tests permanently, in view of their high level of protection from COVID-19.
 - The requirement to submit positive ART results has been adjusted from within 30 minutes to within 12 hours. However, SCCs must adhere to the following national health protocols for staff who test positive on an ART:
 - For staff who test positive and are unwell, they must see a doctor. For individuals who subsequently test positive on PCR and indicate no severe medical conditions when filling up the form in their Isolation Order SMS, they will either be placed on the Home Recovery Programme by default, or if the home environment is not suitable, they can recover at the appropriate care facilities. They will be isolated for 10 days if they are fully vaccinated or isolated for 14 days if they are unvaccinated. They will be discharged after their respective isolation periods, without the need for further tests at the point of discharge.
 - For staff who test positive and are well, they must self-isolate at home for the next 72 hours. After 72 hours, they can take a follow-up ART and if negative, they may exit isolation and resume normal activities including returning to school. If they become unwell at any time, they must see a doctor. Please note that the follow-up ART does not need to be carried out under supervision and the results do not need to be uploaded to SRS. Staff are to use self-sourced ART test kits for the follow-up ART test and not those that have been supplied by the Government under the RRT regime.
 - ☑ External persons providing higher-risk, mask-off activities (e.g. wind instrument classes) must adhere to safe management measures stipulated by Sport

Singapore (<u>www.sportsingapore.gov.sg</u>) or National Arts Council (<u>www.nac.gov.sg</u>). This includes RRT 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.

Testing of these enrichment instructors will be done outside the SCC. SCCs will only need to check that they have completed their RRT 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 websites.

g. Contact tracing of staff, children and visitors

- ☑ All Student Care staff, children and visitors must use the Trace Together (TT) App on their mobile phones or TT token to check into SafeEntry⁶ at SCCs and at all times, while in the Centres.
- ☑ All Student Care staff, children and visitors are to keep their TT App on mobile phones or TT tokens with them at all times.
- ☑ All SCCs must deploy the SafeEntry Gateway devices. Please refer to the SafeEntry website (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.

☑ Travel Plans and Declarations

☑ [Important] With the evolving COVID-19 situation, SCCs are to continue monitoring the travel plans of staff and children to all countries closely. SCCs should inform staff and parents to declare the following, if not already done:

- Of any intended/ updated travel plans by staff or enrolled children to other countries (including the city(s) of travel). SCCs must require all visitors entering the SCC to fill in a travel declaration form:
- ii. **[Updated]** When an enrolled child or staff or any household member has tested positive for COVID-19 (either ART or PCR); and
- iii. [Updated] When an enrolled child or staff or any household member is issued with a (i) Health Risk Warning or (ii) Stay Home Notice

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⁶ 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.

B. COVID-Safe Behaviour

SCCs are to implement the following to ensure that staff and children adopt COVID-Safe **B**ehaviour and norms to reduce the risk of transmission and ensure a safe environment within each class/group.

a. Wearing of masks and shields in SCCs

- ☑ All SCC staff are to continue to wear disposable or reusable masks in the SCC. 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.
- ☑ SCCs 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 SCC 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:
 - 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. SCCs 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.
- ☑ 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

contact among children a	Avoid programmes and activities that involve close physical contact among children and staff. Staff should avoid close physical contact with children e.g. hugs.	
Space out seating arrange for each child.	Space out seating arrangements and ensure designated seat for each child.	
Arrange for children to q practicable to do so.	Arrange for children to queue 1m apart, where reasonably practicable to do so.	
Children to have meals in their respective classrooms/bays. If meals have to be taken in a common dining space:		
i. Stagger meal times	s with no mixing of classes/groups.	
SCCs must use des space is more res	ar apart as reasonably practicable. sk shields / Plexiglass barriers where stricted. If desk shields/ Plexiglass ensure that they are wiped down and vuse.	
	les, chairs or desk shields) to be ned before the commencement of class/group.	
Administrative and non-t interacting with children, as	eaching staff should refrain from s far as possible.	
Staff should not move to where reasonably practica	another bay to dine/collect lunch, ble to do so.	
	ering food, SCCs are to ensure between bays, where reasonably	
From 26 November 200	21 CCCs may some suit suit desir	
	in small groups of no more than 5	
	contact among children a physical contact with children as for each child. Space out seating arrange for each child. Arrange for children to a practicable to do so. Children to have meals in meals have to be taken in i. Stagger meal times ii. Seat children as for SCCs must use descent space is more resultant barriers are used, and cleaned after every iii. Surfaces (e.g. tab wiped down clear meals for the next of the staff should not move to where reasonably practicated. Administrative and non-transference interacting with children, and interacting with children interactions. From 26 November 202	

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. ☑ 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. ☑ 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. ☑ Children should not be brought to crowded public spaces, which have high pedestrian traffic/ crowds. ☑ Staff and children to practise hand hygiene before and after outdoor activities. Routine care ✓ Arrange for children to queue 1m apart when going to the toilet, where reasonably practicable to do so. ☑ 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. ✓ Minimise contact between children of different classes/groups during routine care, where reasonably practicable to do so.

d. No sharing of equipment

- ☑ SCCs 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 SCC. 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 SCC (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 <u>at least every 2 hours</u> 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

SCCs are to step up cleaning of the SCC premises and ensure high levels of environmental hygiene which includes the following:

☑ Engage licensed waste contractors to remove refuse daily. ☑ Ensure that cleaning equipment are disinfected properly using diluted household bleach prior to re-use. ☑ Dedicated equipment should be provided for cleaning toilets and should not be used to clean the rest of the SCC. Toilets and ☑ Disinfect frequently touched areas such as water taps, door/ towel holder/ cistern handles, seats and cover flaps. shower wash basins, door knobs, buttons and switches with facilities disinfectant twice daily. ☑ Provide adequate supply of toilet paper, paper towels (if provided) or hand dryers and liquid soap at all times. ☑ Toilet fittings and fixtures should be free from grime, dirt and mould. ☑ Taps and flush system should be in good working condition at all times. ☑ Toilet floors should be cleaned and disinfected twice daily. ☑ Toilet floors should be clean and dry, and toilets should not have a bad odour. ☑ Toilets should be well ventilated. Keep toilet exhaust fans running at full capacity for longer operating hours to enhance ventilation ☑ All sanitary pipes and fittings should be in good working. condition.

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:

SCCs in
air-conditioned
premises with
mechanical
ventilation
(ACMV) e.g.
centralised air-
conditioning
system

☑ Contact your building owner or facilities managers to ensure that:

- Ventilation systems are adequate and in good working order.
- Air Handling Unit (AHU) uses high-efficiency filters (at least MERV14 or F8 is recommended) to treat recirculated air.

 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 airconditioning and mechanical ventilation (ACMV) systems.

☑ Increase ventilation in premises with limited ventilation:

- Open windows and doors as frequently as possible, unless outdoor/outside air quality is poor.
- Consider positioning fans at windows to blow air outwards and increase air exchange.
- 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.
- Consider using portable air purifiers for localised air cleaning as an interim measure where ventilation is limited.

Please note that <u>air cleaning does not replace the</u> <u>need for adequate ventilation</u>. Regular surface cleaning and disinfection should also continue, as portable air purifiers do not remove surface contamination.

SCCs in enclosed air-conditioned premises without mechanical ventilation (e.g. split-unit air-conditioners)

☑ Increase ventilation and enhance air exchange:

- Open operable windows and doors as frequently as possible, unless outdoor air quality is poor.
- 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.

☑ Consider installing window-mounted exhaust fans to enhance ventilation:

- 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 SS553.⁷
- SCCs should also request that the contractor aligns the air supply and exhaust system to provide unidirectional airflow in a poorly ventilated space.

⁷ Singapore Standard SS553: Code of Practice for Air Conditioning and Mechanical Ventilation in Buildings.

☑ Consider using portable air purifiers for localised air cleaning in enclosed spaces as an interim measure:

- Portable air purifiers should be equipped with highefficiency air filters such as HEPA filters, which are effective at removing virus aerosols.
- Ensure that the size and number of portable air purifiers are adequate for the space. SCCs can check with their supplier, if unsure.
- 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.

Please note that <u>air cleaning does not replace the</u> <u>need for adequate ventilation</u>. Regular surface cleaning and disinfection should also continue, as portable air purifiers do not remove surface contamination.

SCCs located in naturally ventilated premises

☑ Increase natural ventilation with fans:

- Keep windows and/or doors open at all times, unless outdoor air quality is poor or the weather condition does not allow.
- Position fans at windows to blow air outwards and increase air exchange.
- 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.

☑ Consider installing window-mounted exhaust fans to enhance ventilation:

- If installing window-mounted exhaust fans, SCCs should check with the supplier that the fan system provides the minimum air changes specified in SS553.
- SCCs should also request that the contractor aligns the air supply and exhaust system to provide unidirectional airflow in a poorly ventilated space.

C. COVID-Safe Classrooms/Bays

To ensure COVID-Safe **C**lassrooms/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 SCC.

SCCs are to implement the following measures to ensure minimal interaction/ mixing between children and staff from different classes.

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

- ☑ Children are to proceed directly into SCC 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 SCC 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.
- ☑ SCCs 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 SCCs. To facilitate this, SCCs have the flexibility to make adjustments to existing timetables.
- ☑ SCCs to demarcate queues; parents/guardians to stand at least 1 m apart. SCCs 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.
- ☑ Fully vaccinated relief or auxiliary staff may serve up to <u>4 SCCs</u>. Unvaccinated relief or auxiliary staff (including those who are medically ineligible) continue to be limited to only 1 SCC.
- 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.
- ☑ All staff (regardless of vaccination status) must not be cross deployed across SCCs.
- 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

- ☑ SCCs 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.
 - o Staff and children are to wear masks during the celebration.
 - o 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).
- o If there are birthday cakes, there must be no blowing of candles.

☑ Staff meetings, training, practicum and social gatherings

- ☑ Internal staff meeting, and training should be conducted virtually.
- ☑ [Updated] Face-to-face training of the hands-on aspect of Child First Aid (CFA) training may continue. This is only applicable to SCCs which need to send staff for training to meet the minimum requirement of staff with CFA. The theory aspect of the CFA course must continue to be delivered online. Face-to-face CFA training sessions are limited to no more than 5 persons per session and are subjected to existing safe management measures such as the need to maintain 1-metre safe distancing, wearing of masks at all times and wiping down and disinfection of high touch-points and first aid equipment. Such face-to-face CFA training sessions should be conducted at the premises of the training providers.
- All other external training will continue to be carried out virtually until further notice. 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.
- ☑ [Updated] From 1 January 2022, practicum and internship supervisors may resume face-to-face supervision of practicum students and interns in up to 4 centres per day, subject to the following testing requirements:
 - To carry out Antigen Rapid Test (ART) at home within 24 hours of the visit to the SCC(s) for the day. The test result must cover the duration of the visit.
 - Supervisors are to show the evidence of negative test result before entering the SCC (e.g. present a time-stamped photo of the dates ART result)
- ☑ 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 SCCs.
- ☑ 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.

	If SCC staff/child	If SCC staff/child's household member(s)
Is unwell and tested positive on the PCR	 Staff/child to see a doctor immediately for assessment and follow up. Individual will be isolated for (a) 10 days if fully vaccinated (or children aged 12 years or less); or (b) 14 days if unvaccinated. If staff/child is unwell after isolation period, he/she should return to the same doctor for follow-up assessment, including whether testing is required Otherwise if well, staff/child will be discharged after isolation period without the need for further tests at the point of discharge. May return to SCC. 	 Staff/child may return to SCC (during household member's isolation period) <u>if</u> he/she tests ART negative each day before entering the SCC. Staff/ child is to produce daily evidence (e.g. photo). Notwithstanding this, we encourage parents to keep their children at home during the period if they can. Children unable to take the ART may only return to SCC after the household member's isolation period.
Is well and tested positive on ART	 Staff/child to stay away from SCC and self-isolate for the next 72 hours. After 72 hours, he/she may return to the SCC if re-test ART is negative. If re-test ART is positive, continue to self-isolate and self-test. Staff/Child can stop self-isolation and return to SCC when he/she gets a negative result. If he/she becomes unwell at any time, he/she should see a doctor. 	Staff/child may return to SCC. However the staff/child may wish to perform a self-administered ART test to ensure that they are not tested positive on ART.

	If SCC staff/child	If SCC staff/child's household member(s)
Is issued Health Risk Warning (HRW) This will be issued to close contacts of a COVID-19 case	 Staff/child (during HRW period) may return to SCC provided he/she tests ART negative each day before entering the SCC. Staff/parents are to produce daily evidence (e.g. photo). Notwithstanding, we encourage parents to keep their children at home during the period if they can. Children unable to take the ART may only return to SCC after the HRW. 	 Staff/child may continue to attend SCC so long as household member tests ART negative daily. SCCs are to be more vigilant in their health checks (including checks on health of family members) and maintaining safe distancing. E.g., Ask staff/parent if there is any household member who is currently unwell or tested COVID-19 recently or is on HRW.
Is unwell with flu-like symptoms and ART negative (with fever and/ or flu-like symptoms such as cough, runny nose, sore throat, shortness of breath)	 Staff/child to see a doctor. Do not self-medicate. Staff/child may return to SCC only when medical leave period is over, and fully recovered (i.e. no longer displaying symptoms). Staff/child must produce a negative PCR or ART result before returning to SCC. 	Staff/child may return to SCC.
Issued with SHN in line with ICA's prevailing requirements	Staff/child may return to SCC after the SHN duration has ended.	Staff/child may attend student care so long as household member tests ART negative each day. SCCs are to be more vigilant in their health checks (including checks on health of family members) in implementing safe distancing.

Annex C

Please find the latest FET notice appended below, for your reference please.

FET Notice (as of 16 Dec 2021)	PDF 0
	Notice for FET RRT-161221.pdf