* Reportable COVID events includes one or more confirmed cases of COVID-19 among staff or students.
* Reporting should take place the same day a school learns of an exposure from a Health Authority.
* Schools anticipating receiving Health Authority confirmation of an exposure are welcome to connect with the FISA Rapid Response Team for information or advice.
* **DO NOT INCLUDE ANY PERSONAL INFORMATION RE: CONFIRMED CASES.**
* Requesting students or staff to self-isolate or self-monitor falls under the authority of the MHO/HA, not school administrators.
* School Authority decisions to transition in part or whole to online learning should only be made after endeavoring to consult with the local MHO/HA and sending prior notification to the Independent School Sector COVID-19 Lead (address below).

|  |  |
| --- | --- |
| **School name:** |  |
| **School mincode:** |  |
| **School COVID-19 Lead name:** |  |
| **School COVID-19 Lead phone:** |  |
| **School COVID-19 Lead email address:** |  |
| **FISA Association (if a FISA member):** |  |
| 1. Number of cases (indicate student or staff exposure if known): |  |
| 1. Date(s) of exposure(s): |  |
| 1. Attach communications from the School (including those distributed on behalf of the Health Authority) to staff and/or families: |  |
| 1. List measures required by the Health Authority (e.g. self-monitoring, self-isolation, school closure): |  |
| 1. Is the School considering deploying additional continuity of learning? If yes, describe: |  |
| 1. Do you require assistance? If yes, describe: |  |
| 1. Additional comments: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Email completed form to:**  **Independent School Sector COVID-19 Lead** | | | *ISCovidLead@fisabc.ca* |
|  | | | |
| **Email Cc Copy of completed form to FISA Association/Diocesan COVID-19 Lead** | | | |
| *ACSIBC* | [Philip\_Hills@acsi.org](mailto:Philip_Hills@acsi.org) | CISPG: | [cis@cispg.ca](mailto:cis@cispg.ca) |
| *AMS* | [info@amsoffisa.ca](mailto:info@amsoffisa.ca) | CISVA: | [superintendent@cisva.bc.ca](mailto:superintendent@cisva.bc.ca) |
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