

COLLARTS

COVID-19 Response Quick Guide

What to do if a student or staff member tests positive to COVID-19, or is a close contact

Scenario	Required Actions for Students	Required Actions for Staff
<p>A student or staff member tests positive through a PCR or Rapid Antigen Test (RAT).</p>	<p>You must isolate at home or in private accommodation for 7 days (inclusive of weekends) and must not attend any campus during this time.</p> <p>Inform Collarts that you have tested positive to COVID-19 by emailing support@collarts.edu.au</p> <p>Your Program Leader will contact you to discuss remote study options during your isolation period.</p> <p>AND</p> <p>Inform the Department of Health that you have tested positive to COVID-19 here</p> <p>Following the completion of 7 days of isolation, you must receive a negative RAT or PCR test to return to in person attendance on Collarts campuses</p>	<p>You must isolate at home or in private accommodation for 7 days (inclusive of weekends). Do not attend any campus during this time.</p> <p>Inform your manager that you have tested positive to COVID-19.</p> <p>AND</p> <p>Inform the Department of Health that you have tested positive to COVID-19</p> <p>Your manager will assess if you can continue to work remotely during the isolation period. If this is not possible you will be required to submit a leave request through Cloud Payroll.</p> <p>Following the completion of 7 days of isolation, you must receive a negative RAT or PCR test to return to in person attendance on Collarts campuses. Proof must be sent to your manager.</p> <p>Please refer to this information on the Collarts Intranet for more detailed guidance.</p>
<p>A student or staff member is a household contact or household-like contact.</p>	<p>Isolate for 7 days (inclusive of weekends) and do not attend campus during this time.</p> <p>Inform that you are a household or household-like contact by emailing support@collarts.edu.au</p> <p>Your Program Leader will contact you to discuss remote study options during your isolation period.</p> <p>Follow the Checklist for COVID contacts</p>	<p>Isolate for 7 days (inclusive of weekends) and do not attend campus during this time.</p> <p>Inform your Manager that you are a household or household-like contact.</p> <p>Your manager will assess if you can continue to work remotely during the isolation period. If this is not possible you will be required to submit a leave request through Cloud Payroll.</p> <p>Follow the Checklist for COVID contacts</p>
<p>A student or staff member has been in contact with a case of COVID-19, including at school or at work.</p>	<p>If asymptomatic, students should continue to attend Collarts as usual monitor for symptoms.</p> <p>If symptomatic, students must stay/return home, take a RAT, or get a PCR test if a RAT is unavailable.</p> <p>On receipt of a negative result, and if you are well enough, you can return to work on campus.</p>	<p>If asymptomatic, staff should continue to perform your usual duties and monitor for symptoms.</p> <p>If symptomatic, staff must stay/return home, take a RAT, or get a PCR test if a RAT is unavailable.</p> <p>On receipt of a negative result, and if you are well enough, you can return to work on campus.</p> <p>If staff are too unwell to attend usual leave practices apply.</p> <p>Follow the Checklist for COVID contacts</p>