

Crisis Management Matrix (Disease Rubric COVID-19) AISZ - (Feb.25.2020)

Follow Ministry of Health- Education, Croatian Govt. and WHO Guidelines

Risk Level <i>Any of these individual indicators can determine the level</i>	Campus Access Control	Education Delivery	Co-Curricular Programs	AISZ/PTA Community Events	Field Trips/Travel	School Transport	School Operations	All Staff	Emergency Care / School Health Care	Communication (with Director Approval)
<p style="text-align: center;">Level 1 Low risk</p> <ul style="list-style-type: none"> - No Cases of COVID-19 in Zagreb - Few cases of COVID-19 in other regions of Croatia - Announcement of Public Health Emergency of International concern by WHO - Health Ministry recommends self quarantine for some international travelers coming from affected areas 	<ul style="list-style-type: none"> - Students must be kept at home if flu symptoms occur - Local Health Ministry recommends self quarantine for some travellers and these students remain at home. 	<ul style="list-style-type: none"> - Regular school program - Hygiene and handwashing emphasized - Teachers informed to prepare themselves for Virtual Learning Program and teaching virtually - Consideration / implementation of VLP for self quarantine. If engaged in VLP attendance not affected 	<ul style="list-style-type: none"> - All regularly scheduled activities allowed 	<ul style="list-style-type: none"> - All regularly scheduled activities allowed 	<ul style="list-style-type: none"> - Field trips allowed, subject to approval by principal 	<ul style="list-style-type: none"> - All bus routes run as usual 	<ul style="list-style-type: none"> - Food service as normal - Leadership Team Meeting weekly 	<ul style="list-style-type: none"> - Normal working conditions - All faculty and staff report to work (unless with flu symptoms) - All take laptops home 	<ul style="list-style-type: none"> - Normal emergency medical protocols - Information /Advice to Parents out through newsletter / Email - AISZ Health Service in contact with Croatian Health Authorities 	<ul style="list-style-type: none"> - Use of email and/or webpage to faculty/ staff and community in conjunction with information as required - Faculty meetings to ensure all understand protocol -Ensure students understand effective hygiene procedures during homerooms - Primary sources of information: Croatian Health Authorities, ECDC, WHO
<p style="text-align: center;">Level 2 Moderate Risk</p> <ul style="list-style-type: none"> - A limited number of COVID-19 cases in Zagreb (no AISZ cases) - No AISZ students, families, faculty or staff identified with COVID-19 	<ul style="list-style-type: none"> - Students must be kept at home if flu symptoms occur and contact the local Epidemiology Department if they have traveled to affected areas in the last two weeks. - Campus open only to AISZ students and parents - Access for all others by appointment only and interviewed at the entrance - Off-campus privileges for students suspended 	<ul style="list-style-type: none"> - Regular school program - Homework for any quarantined students provided through Virtual Learning Program 	<ul style="list-style-type: none"> - All regularly scheduled activities allowed - All visitors will be interviewed regarding travel and symptoms 	<ul style="list-style-type: none"> - Regularly scheduled events and gatherings allowed for students, parents, faculty/staff only 	<ul style="list-style-type: none"> - All local field trips suspended 	<ul style="list-style-type: none"> - All bus routes run as usual - Posters on buses with reminders not to get on bus if anyone in family has flu symptoms 	<ul style="list-style-type: none"> - Increased cleaning of school - Food service as normal - Crisis Team Meeting as needed 	<ul style="list-style-type: none"> - Normal working conditions - All faculty and staff report to work (unless with symptoms) - All take laptops home 	<ul style="list-style-type: none"> - Normal emergency medical protocols - Information /Advice to Parents out through newsletter / Email - Counselors available for support to student, parent and faculty-staff 	<ul style="list-style-type: none"> - School webpage updates as necessary in conjunction with the official agencies - Email update - Board informed

<p>Level 3</p> <p>Medium risk</p> <p>- Few COVID-19 cases within AISZ community</p> <p>- Increased community spread of COVID-19 in the Zagreb area</p>	<ul style="list-style-type: none"> - Students must be kept at home if flu symptoms occur or if they have had contact with someone with flu symptoms - Temperature check of all faculty/staff and students as they enter campus - Campus closed to visitors (unless authorized) - Off-campus privileges suspended for all 	<ul style="list-style-type: none"> - Regular school program in parallel with implementation of Virtual Learning Program 	<ul style="list-style-type: none"> - Co-curricular program suspended - Large gatherings (i.e. assemblies) suspended - All students exit campus at 15:15 	<ul style="list-style-type: none"> - All special events and community gatherings canceled 	<ul style="list-style-type: none"> - All local & international field trips suspended 	<ul style="list-style-type: none"> - No bus service provided; families must provide own transportation 	<ul style="list-style-type: none"> - Continual cleaning - Food service as normal (Canteen staff ,monitored) -Crisis Team meets regularly 	<ul style="list-style-type: none"> - No full faculty/staff gatherings 	<ul style="list-style-type: none"> - Gov. agencies will advise which hospitals are prepared for the possible pandemic -Consider closing school pending amount (approx 25%-30%) of faculty-staff and students absent. 	<ul style="list-style-type: none"> - Email and web page updates to faculty/staff and community daily - Ongoing communication with health authorities - School must respond to health authority directions - Board emergency meeting to determine how the school should continue to operate
<p>Level 4</p> <p>High Risk</p> <p>- Spread of COVID-19 within the AISZ community rapidly increasing</p> <p>- Government declares that schools are closed</p>	<ul style="list-style-type: none"> - School facility closed - On-campus only with Director's authorization 	<ul style="list-style-type: none"> - Full implementation of Virtual learning Program for all 	<ul style="list-style-type: none"> - Not applicable; school facility closed 	<ul style="list-style-type: none"> - Not applicable; school facility closed 	<ul style="list-style-type: none"> - Not applicable; school facility closed 	<ul style="list-style-type: none"> - Not applicable; school facility closed 	<ul style="list-style-type: none"> -Crisis team virtually meets regularly -All learning will happen through our Virtual Learning Program 	<ul style="list-style-type: none"> - All faculty and staff to remain at home, providing online learning support 	<ul style="list-style-type: none"> - No doctor on campus -Medical contact and information will be posted on website by AISZ medical staff 	<ul style="list-style-type: none"> - Communication to AISZ community will be through email, SMS and website, depending on type of information being communicated - Parents are required to check AISZ Website twice per day - Primary sources of information: Croatian Health Authorities, ECDC, WHO