



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

03 Jan 2024

DIVISION MEMORANDUM

No. 004 s. 2024

**GUIDELINES ON OFFICE AND SCHOOL HEALTH PROTOCOLS AND
REITERATION OF MINIMUM PUBLIC HEALTH STANDARDS IN RELATION TO
INCREASING COVID-19 CASES AND INFLUENZA-LIKE ILLNESS IN QUEZON
PROVINCE**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. The Department of Health (DOH) reported an increasing number of COVID-19 and other influenza-like illnesses nationwide and in Quezon Province, which could be due to increased mobility, mass gatherings, and reduction in the minimum public health standards (MPHS) compliance. The Provincial Government of Quezon issued the Executive Order No. 60 which has the intention of preventing the further increase of COVID-19 and other influenza-like illnesses. The said executive order complements with previous issuances of our Schools Division Office.
2. The said proclamation had state mandatory wearing of face masks shall continue be worn for indoor settings and in outdoor settings where physical distancing cannot be maintained.
3. Given the current situation, there is a need to intensify the campaign on COVID-19, other influenza-like illness and other infectious diseases, the following should serve as a guide:


Teaching and Non-teaching Personnel and Learner has Symptoms (Fever, cough, colds, sore throat, fatigue, myalgia, sneezing, loss of taste, loss of smell, difficulty of breathing, new onset rashes)	May do Teleconsultation OR may consult nearest Barangay Health Station for easy access to medications and medical advice Face to face consult if able to report to work or school and if not experiencing symptoms signifying an infectious disease as highlighted
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	<p>For learners, parent discretion is highly encouraged to decide for their children in determining whether children should go to school or not</p> <p>Observe progression of signs and symptoms</p> <p>Practice minimum safety and hygiene practices</p> <p>Symptomatic Treatment</p> <p>Report cases to School Health Personnel or School Health Coordinators</p>
Handwashing and Hand hygiene	<p>Ensure access to water and soap</p> <p>Ensure availability of sanitizer or alcohol</p> <p>Ensure handwashing activities</p> <p>Clean hands with 70% alcohol and other FDA-approved disinfectants</p>
Wearing Face Masks	<p>Mandatory for all personnel, learners and visitors for indoor settings</p> <p>Mandatory for all personnel, learners and visitors where physical distancing cannot be maintained</p> <p>Mandatory for all symptomatic personnel, learners and visitors inside classrooms, laboratories, other school rooms and offices</p> <p>Voluntary if asymptomatic and in outdoor areas, open spaces and non-crowded areas with good ventilation</p> <p>Ensure regular supply and availability of face masks especially for symptomatic learners not wearing one</p>
Ventilation	<p>Ensure adequate ventilation in enclosed and shared spaces</p> <p>Adequate ventilation through opening windows and doors</p> <p>Proper ventilation in communal restrooms must not be overlooked</p>
Disinfection Activities	<p>Continue established schedule of routine disinfection activities</p>

	Ensure availability of medical-grade sanitation and disinfection materials
Advocacy	Ensure posting of advocacy materials on COVID-19 and influenza-like illnesses on conspicuous spaces Reiteration of safety protocols in schools through posters, bulletin board announcements, social media, and other platforms applicable Update vaccination for COVID-19, influenza, and pneumococcal vaccines

4. For further queries and clarification and teleconsultation, you may contact any member of the School Health and Nutrition Unit or through our Healthy Juan – SDO Tayabas City Facebook page.

5. For information and guidance.


CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl.: None

Reference:

Division Memorandum 204 s 2023 or the Reiteration of Minimum Public Health Standards and Health Protocols, Division Memorandum 182 s 2023 or the Teleconsultation Services, Office Memorandum 025 s 2023 or the Contingency Management for COVID-19 and other Infectious and Non-infectious Diseases, Division Memorandum 566 s 2023 or the Contingency Management for Infectious Diseases, and Division Memorandum 504 s 2023 or the Intensification of Campaign Against W.I.L.D Diseases and Taal VOG

To be indicated in the Perpetual Index

Under the following subjects:

OFFICE AND SCHOOL HEALTH PROTOCOLS

REITERATION OF MINIMUM PUBLIC HEALTH STANDARDS

COVID-19 CASES AND INFLUENZA-LIKE ILLNESSES IN QUEZON PROVINCE

SGOD – Guidelines on Office and School Health Protocols and Reiteration of Minimum Public Health Standards in Relation to Increasing Covid-19 Cases and Influenza-Like Illness in Quezon Province
NONE/January 3, 2024