

# SCHOOL REOPENING

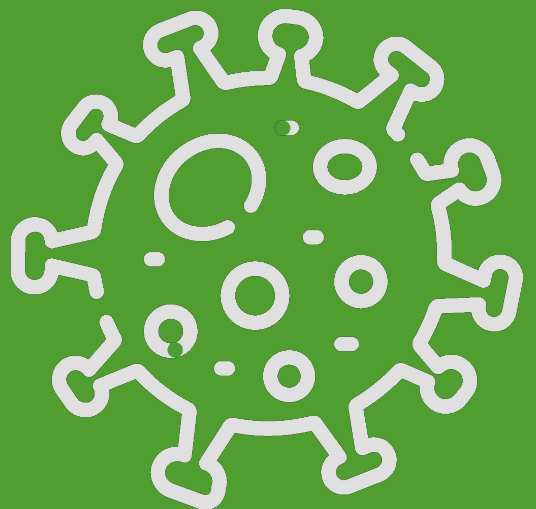
## Safety and Hygiene

A Guide for Parents and Students



# CONTENTS

Key procedures	p3	
Staff and student sickness		p3
School arrival	p4	
Classroom set-up & cleaning rules		p5
Breaks and lunchtime	p5	
Training & communication		p6
Psychosocial support		p6
In case of a suspected or confirmed case of Covid-19	p7	



# KEY PROCEDURES

All students and staff are requested to **wear washable face masks**.

All students and staff are requested to **have two washable face masks** – one to wear and another for when the first is being laundered.

There is **access to sanitizers in many places around the school**.

All students and staff need to ensure that **clothing worn is washed each day**.

**No food and drink** is to be offered for sale at school.

Students are neither allowed to take school resources home nor allowed to bring home resources to school.



---

## STAFF AND STUDENT SICKNESS

The school asks that **every person coming onto campus each day checks their own health before departing for school** in the morning. Any temperature above 37.6°C needs to be referred to the appropriate authorities.

Students or staff who are coughing, sneezing, have sore throats, or display temperatures above 37.6°C **should stay at home**.

Any staff or students who show any signs or symptoms of being unwell **will be sent home immediately**.

For sick students, an asynchronous learning option will remain available remotely via existing tools (Google Classroom, paper-based, ...).



# SCHOOL ARRIVAL

In order to ensure the ability to screen students upon their arrival to school, we will be instituting the following:

Each school will initially have **only one entry** through which students will have to enter upon arrival in the morning or at any time during the day.

Following school specific guidelines, students must arrive at school a sufficient time before school starts and **are to wait for supervised entry**.

Parents will not be permitted to walk into the school at school arrival time. If a member of staff needs to be spoken with, please make an appointment.

All people to enter the school will have their **temperature taken** and recorded in the registry.

Any student or staff member whose temperature is 37.6°C, or above, will **not be permitted to attend school**.

All students and staff must **wear a mask/screen**.

There will be sanitizer at each entrance which anyone entering will have to use without exception.

**Physical distancing of 1m is required upon entry and at all other times including in classrooms and breaks** (we recognize this will be challenging for students and we will maintain supervision routines to remind them).

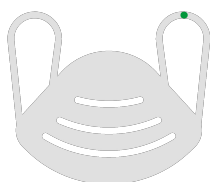
All students are to be **collected from outside reception** at the close of school.

vehicles. If a member of staff needs to be spoken to, please make an appointment.

## When arriving at school...

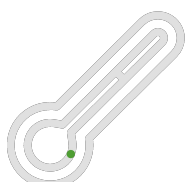
### Step 1

Someone will make sure every person entering is wearing a mask



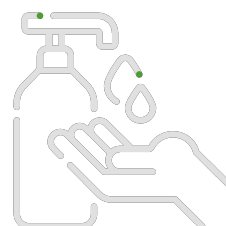
### Step 2

Everyone entering the school takes a temperature reading with the thermometer. Any temperature above 37.6°C will not be accepted at school.



### Step 3

Someone ensures every person entering the school sanitizes their hands



# CLASSROOM SET-UP & CLEANING RULES

There will be **sanitizer at the entrance to every class** and venue. Anyone entering or leaving the class will be required to use the sanitizer on their hands.

Desks will be allocated to each student by the teacher, respecting a 1m distance between students.

The teacher's desk and area around the board will be at least 2m from all students.

Students are **not allowed to leave their seats or move the tables and chairs**.

**The teacher will not circulate through the room** to enable maintenance of social distance.

Classroom doors and windows will be kept open if possible, so as to keep natural ventilation. As such, please ensure that children dress appropriately for school.

There will be no sharing of books, stationery, tissues and equipment in the class during the day.

Students not following social distancing regulations will be removed from the class and may be asked to work at home.

At the end of each block of lessons, tables, chairs and desks will be sanitized using mild bleach solution.

During lessons door handles will be cleaned along with other high touch surfaces outside the classrooms.

---

## BREAKS & LUNCHTIME

Schools will communicate the daily schedule to parents.

Students will be dismissed from class in turn by a senior staff member and will **leave the building by the one-way route**.

They must take their bags with them to allow for desk cleaning.

Once they have left the building, students are **not allowed to re-enter until their temperature has been taken** and recorded plus hands have been washed and sanitized.

There will be no sharing of food. Students will keep their masks on unless they are eating.

There will be no sport or group games during breaks.

Everyone will sanitize their hands when leaving for break and then sanitize again when

# What happens if my child cannot return to school?

Whilst all the guidelines issued by local government have been adhered to, some families might choose to keep their children at home during the current period. The school will maintain distance learning through use of existing tools (Google classroom, paper-based, ...). As the situation evolves this is subject to review.

## TRAINING & COMMUNICATION

All staff will be trained in procedures for entering the school and those needed to maintain compliance with the regulations for students.

New protocols and rules can be overwhelming for some so there will be **posters displayed around school** to remind people of their responsibilities.

**Students will be briefed and trained before first entering the school** and again every few days to make sure they fully understand the expectations from school



## PSYCHOSOCIAL SUPPORT

Enko Education schools recognise that the effects of COVID-19 are complex and might include a range of symptoms for staff and students.

If students or their families have concerns about their well-being, they are encouraged to contact the Head of School who can advise on the best support options available in school or through local services.

# **IN CASE OF A SUSPECTED OR CONFIRMED CASE OF COVID-19**

## **IF A STUDENT OR STAFF MEMBER APPEARS ILL OR DISPLAYS SYMPTOMS ASSOCIATED WITH COVID-19**

- They will be isolated from other students and staff in the designated area
- In the case of a student, the parents will be contacted
- In the case of a staff member, arrangements will be made for them to get assessed by a health professional

## **IF A STUDENT OR STAFF IS CONFIRMED TO HAVE COVID-19**

- They will be isolated from the other students and staff in the designated area
- Arrangements will be made for them to leave the school premises
- The relevant public health officials will be contacted who will then conduct a risk assessment and give recommendations for the management of students and staff
- In most cases a school closure will not be necessary, yet the school will be guided by the national health authority in this regard. If a school is closed, it will be required to consult with the national health authority before opening once again

## **IF A STUDENT OR STAFF MEMBER MAY HAVE BEEN EXPOSED TO SOMEONE WHO IS SUSPECTED OF HAVING COVID-19**

- No restrictions are required while awaiting the outcome of the laboratory tests
- There is no need for that student or staff member to remain at home

## **IF A STUDENT OR STAFF MEMBER WERE EXPOSED TO A CONFIRMED COVID-19 CASE**

- All close contacts of confirmed cases are required to quarantine at home for 14 days while being monitored for symptoms and may not attend school
- Secondary contacts (i.e. those who came into contact with the person who was in contact with the positive case) do not need to take precautions unless they begin to develop symptoms

