

Reopening Plan 2020 - Parent Guide

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Overview

This scenario has been developed through research into curbing the spread of infectious diseases (e.g. Centers for Disease Control and Prevention, Dubai Health Authority, UK NHS) and through lessons learned and good practice from other existing and similar schools worldwide.

There is a good chance that things will change as time passes, so please be prepared to be flexible.

Guidelines to Keep Us All Safe:

The following expectations and procedures are in place to ensure the health safety and hygiene standards are met.

- All movement around and within the building is to happen with 2 metre distancing, with the exception of Pre-K, KG1 and KG2 who will move around in their stable groups/bubbles of 10
- Children and staff are not to be in school if they show any symptoms of illness and must present a medical note to say they are safe to return which should be sent by email to the school nurse before the return date.
- Students are on campus only for the duration of the school day - no after-school activities at this stage.
- Students who are late may not enter their classrooms without registering first in the **Auditorium** (not in Reception as was done previously).
- Students will follow staggered arrival and dismissal times (see below).
- All children arriving by car or bus should enter via the Main Entrance. Children arriving on foot/bike/scooter should use one of the additional entrances (facing the horseriding exercise ground and facing the TSC field).
- G1 students and upwards will be directed from one of the entrance gates to classrooms. PreK children will be dropped off at the door near the entrance of the Early Childhood area. KG1 will be dropped off at the external door for their classroom “bubble” (stable group of 10).
- As they come in, children entering via the Main Gate (by car or bus) or Gate 4 (next to the horseriding exercise area) will have their temperature checked manually. If they have a temperature they will go to the sports hall to cool down and be rechecked by a thermal scanner. Children entering via the new TSC gate (Gate 5) will go straight into the Sports Hall to have their temperature checked by thermal camera.
- Everyone on campus will be expected to wear a mask coming into school, except PreK, KG1 and KG2. Masks can be taken off during eating or during high intensity physical activities. In addition, every child should bring 2 spare masks in a sealed bag.
- Hand sanitiser will be placed inside each building entry door.
- Staff and children’s bags and shoes will be sanitised upon arrival to school.
- If a teacher has to quarantine but they are not ill, then they will teach via distance learning.

Morning, Afternoon and School Day Expectations:

Beginning of the day:

- Children and parents should wash hands thoroughly before leaving the house.

- Before removing anything from their bags, children must wash or sanitise their hands again for 20 seconds. Additional handwashing stations and sanitiser stations have been set up outdoors and indoors
- Once their hands are cleaned, children are then ready to begin the day.
- A video will be made, walking the students through the start of day protocol - this will be shared with families before school starts on 30th August so that all students are aware of entry and exit points and processes.
- Any child with a temperature of 37.5 C or above will go to the sports hall and will have their temperature checked again once they have cooled down. If their temperature is still above the required temperature, they will be taken to the specified isolation room (Swimming pool changing room) and referred to Nurse Jane.
- Arrival times - PreK and KG1 starting at 7:50am, KG2, G1 and G2 starting at 8.00am, Grades 3-10 starting at 8:10am. Families should arrange for siblings to be dropped off at the youngest child's arrival time. Older students will be admitted to the classroom early.

End of the day:

- Students will wash their hands before lining up to be taken outside.
- Dismissal times will be staggered, beginning with the youngest students.
- Departure times - PreK & KG1 - 1:30; KG2, G1 and G2 - 3:10; G3-10 - 3:30
- PreK parents should collect their children from the spare PreK classroom and exit through the space between PreK and KG1 (basically reversing the procedure for morning drop off). KG1 parents can collect children from the rear outdoor door of the classrooms. KG2 parents should collect their children from the auditorium. G1-G5 children should be collected by their parents from the school field. Unfortunately, access to the rest of the campus is not permitted. Children in G6 - 10 and those in Grades 3, 4 or 5 with a gate pass may leave, maintaining social distancing.
- KG2, G1 and G2 students who have an older sibling, and children who are departing on the bus, will be kept in their homeroom by either the teacher or Teaching Assistant until 3.30pm.

General Expectations-Classroom:

- Students must wash their hands before they enter the classroom; this is at the beginning of the day, after break, after PE, before and after lunch, after using the toilet or any other time they enter the room, and when they leave the classroom.
- Classrooms will have tables separated 1.5m apart and not facing each other.
- Staggered playtimes will occur within the play spaces: Initially, it will be too hot for outdoor play so the Sports Hall, Auditorium, and empty classrooms will be used.
- Additional cleaning service will take place in between sessions.
- No assemblies or large gatherings will take place. Assemblies will be conducted via video messages as required.

- Primary students will eat lunch in their homerooms. They will be able to order packed lunches from the cafeteria, which will be delivered to the homeroom by Swiss Canonica (our caterers).
- The cafeteria will only be used by Middle School students (socially distanced) who will also have the option to eat lunch in their homerooms.
- Children will be able to bring refillable water bottles but **will only be able to use water dispensers in the building which are automatic and don't require students to touch the dispenser**. We will also have vending machines for water available.
- Group activities such as school trips, celebrations, sports and student camps are suspended. However, special spaces (ie Maker Space, Tower Garden, Auditorium, etc) will be scheduled for visits. Sanitation of these spaces will take place after use and before a new class enters.
- Most lessons will take place in the students' home room. Specialist teachers will visit those classrooms. Special considerations will be given to STEM, Art, and Science lessons for students to visit those rooms. Once a space is used, it will be cleaned/fogged with disinfectant before another class is admitted.

General expectations - moving around:

When students are moving around the building, they need to adhere to the following expectations. It would be helpful if parents went through these expectations before school starts. Teachers will constantly reinforce these.

They include:

- Maintain social distancing using the stickers where applicable.
- Everyone washes or sanitises their hands before moving to another section of the school.
- Keep on the right when moving up and down the stairs and through the hallways.
- Stay 2 meters apart in the hallways and on the stairs.
- Children must wash hands after using the toilet.

Use of materials:

Classrooms and use of materials

- Cleaning staff will maintain the sanitising of the classroom and materials. All toys and learning tools in KG will be washed twice daily.
- **Students will be asked to bring basic stationery on day one of the school year, for their exclusive use (no sharing). A suggested list of materials will be provided. The majority of these materials will stay in school in the child's cubby / locker.**
- Soft toys and pillows/cushions/blankets have been removed from classrooms.
- **iPads and laptops must not be shared and need to be wiped before and after use several times daily with antiseptic wipes - students must wash hands before and after use. Student's own technology must be taken home for charging each day.**
- No play dough/plasticine/clay will be used.

- Role play corners will be sanitised if used.
- Each classroom will have a box/space of materials needing to be sanitised (ie, Early Childhood toys used by one stable group will be sanitised before being used by another stable group).
- Lockers are permitted as long as physical distancing measures are not compromised, and in such a way that each locker is designated to a specific student.

Use of the Library

- The library can be used during designated library times. Students may borrow books but each borrowed / returned book will be sanitised and the librarian will sanitise her hands before handling each book.
- The library will be cleaned and disinfected between lessons.
- Students must maintain the minimum 1.5 metres physical distancing if they are in the same class and 2 metres otherwise.
- The librarian and support staff will be wearing masks, gloves and will use hand sanitiser (over their gloves) after each interaction.
- The library counter and equipment will be sanitised every hour.
- Teachers will supervise the process of book viewing and selection to minimize children's touching of the books and the library equipment.
- Fabric based books, or books made with material that is difficult to clean will be restricted.
- All used books will be placed in a clearly labeled designated container for disinfection before re-use.
- Book drop-off containers will be designated and clearly labeled.

School Wide Health and Safety

Educating our students to reduce risk of infection:

Please look to educate your child about the reason for these procedures throughout the day. Teachers will do the same.

- **Children should be taught how to sneeze (into elbow), to throw away tissues when used, to wash hands thoroughly after sneezing and coughing, never to sneeze or cough in the direction of someone else etc.**
- **Handwashing (for 20 seconds) should be taught, with songs in KG and supported by a video from the Nurse.**

Student health:

- **If any member of the student's household has symptoms of Covid-19, parents should inform the school and not send their child to school.**

- **Students who show any signs of illness will not attend school and school must be contacted immediately to enable contact tracing.**
- If a student in class shows signs or symptoms of COVID-19 such as cough, body aches, fatigue, shortness of breath, sore throat, runny nose, diarrhea and nausea, and headache, the teacher will contact nurse Jane who will come to the class and determine the next course of action.
- A member of school leadership, or the school nurse, will phone the parents to arrange immediate pick up of the sick child.

Masks

- **All students of G1 and above must come to school wearing a mask and with 2 spare masks in a sealed bag. Masks are mandatory in the classroom for all children G1 and above as stipulated by the KHDA.**
- Masks can be taken off during eating or during high intensity physical activities.
- All visitors must wear masks.
- When relevant, possible and safe, teachers can use face shields or other face coverings to show facial expressions and movement.
- An emergency stock of masks can be accessed by the classroom teacher or teaching assistant in the nurse's station.

Role of the School Nurse/Doctor

- The Nurse's office will only be available for students who need treatment for non-Covid related illness or injury. The isolation room for suspected coronavirus cases is in the swimming pool changing room.

Two-metre distancing

- Two-metre markers have been placed before doors and on floors.
- Students will be separated by two meters when moving through the school.

Cleaning of the building

- Banisters, door handles, light switches, elevator buttons etc. will be sanitised on a continuous basis throughout the day by the cleaners.
- Toilets and sinks will be sanitised on a continuous basis throughout the day by the cleaners.
- [Shield Me](#) cleaning products will be used to disinfect classrooms every hour or when students are not present. This product is safe to children and a successful disinfectant.

Class distribution

- PreK will remain in their current location as two classes but each room will be divided in 2 groups using furniture and the stable groups of 10 within each room will not be allowed to mix.

- KG1 will be spread between the current KG1 area and KG2 area - 4 classes divided between these 8 rooms. Each room to contain a stable group of no more than 10 children.
- KG2 will move to the current G5 area. KG2 will be 3 classes, split into 6 stable groups. 4 of these groups will be in separate learning spaces. 2 groups will be together in one room divided from each other using furniture.
- G1 will stay in the current G1 area but will be socially distanced using the 5 rooms available.
- G5 will move to the current drama room.
- G3 will socially distance using the 4 rooms in the current G3 / 4 area.
- G4 will move onto the 2nd floor into the space above SEND and Counselling, 2 small classes will socially distance in 2 rooms.
- G2 will move to the current 1st floor music room.
- Most MYP classes remain in their current locations

Educational Provision for those Students not in School

We are mandated to provide education to those students who are enrolled but do not come back to school because their parents don't feel comfortable, safe, or under quarantine.

If you prefer that your child not attend school, then we will live stream each lesson using Zoom. All materials will be made available to the students at home via Google Classroom, Drive or on Seesaw.