



## **Solid Foundations**

### **CoVid19 Policy 2021.1**

In response to the international CoVid19 Pandemic, this policy lays out the criteria and guidelines for staff and pupils at our school. This policy is a working document and will be updated as information becomes available.

#### **a. School entrance:**

1. All pupils and janitors will be temperature screened by staff at the entrance gates.
2. Any pupils displaying a temperature higher than 37,5 degrees will not be permitted to enter the school premises. Children denied entry due to a high temperature will be supervised (at a 2m social distance) until they can be fetched by their parents.
3. Pupils will be asked if they are sick. If they answer yes, they will not be permitted to enter the school premises, and the same supervision protocols described in point 2 above will be implemented.
4. Pupils' hands will be sanitised at the school entrances, both on entry and on exit.
5. Pupils are required to wear masks to enter the school. Pupils are encouraged to wash their masks and/or face shields daily. Pupils with visibly dirty or damaged face masks may not enter the premises. Pupils must have a spare mask in their suitcases.
6. Teaching staff must report to the school gates or office for temperature checking daily.
7. Our school is not responsible for the safe and healthy transport of children to and from school. This remains the responsibility of the parents and transport companies. Pupils may not remove their masks while waiting for or while being transported in transports. Transports must maintain their own social distancing protocols in their vehicles.
8. Any persons entering the school premises through the office after 7h30 will be temperature screened and their hands will be sanitised.
9. Any transport drivers entering the premises to collect pupils must wear masks. They will also be screened and their hands sanitised before entering. They may not enter the school building, but only collect their pupils outdoors on the school grounds. They will be monitored for social distancing.
10. Pupils will wear school uniforms to school.
11. On arrival at school, pupils must place their suitcase on a social distancing dot until the bell rings. Thereafter, the suitcase is either left on the dot or taken to class (preference of the grade and teacher).

#### **b. Classroom management**

1. Teachers must spread out the pupil desks as far as possible from each other (at least 1m from desk centre to desk centre).
2. There will be no "carpet time" in Grade 1-7, so classroom carpet space will rather be used for desk space.
3. Social distancing must be maintained when classes line up to lead into a class. Classes may only line up if a teacher can monitor social distancing in open spaces (albeit far away from

the classroom and not directly outside classroom doors). Without the teacher present, children lead directly into classes without waiting in line unnecessarily.

4. Teachers must wear face masks or shields at all times. Face masks and shields must be washed daily by teachers.
5. Tables may NOT have anything unnecessarily on them during the school day. This will facilitate the perpetual sanitisation of desks. No A3 laminated table mats permitted.
6. Every class must have windows open. Even in cold weather, classrooms must be ventilated with fresh air. Air-cons will be used very sparingly, as they have been known to spread airborne viruses.
7. Teachers will instruct learners to wash their hands at least before lunch and after each break.
8. Teachers in senior primary classes (Grade 4-7) must wipe down each desk with a sanitising solution after each class change. Other class teachers (Grade RRR-3) must wipe down desks at least twice daily.
9. On the first day of school and thereafter, at least weekly, homeroom teachers/ first period teachers on assembly days must have a quick refresher discussion with pupils regarding hygiene standards and practices at the school.

#### c. Preschool classroom management

1. It is an accepted fact that strict social distancing at this age is impossible.
2. Teachers will need to be extra-vigilant regarding observing the health symptoms of their pupils and separating all those who are ill immediately.
3. Pupils and teachers must practice handwashing at least 4 times daily.
4. Pupils must sanitise their hands before and after playing with toys.
5. Any toys that get “mouthed” must be sanitised.

#### d. “Special classes”

1. We will resume with all classes like art, PT, music etc. These teachers will have to adapt their teaching space to maintain social distancing.
2. Violin classes will resume, maintaining social distancing and hand-sanitising protocol.
3. Computers and PT equipment and hand-held instruments will be disinfected by the teacher after each lesson.
4. Children may not play any contact sports and must rather do PT in a spread out area like the tar-field.
5. Where possible, art (senior primary) will be moved to an available open senior primary classroom. Wherever not possible, art will be undertaken outdoors or, if the weather is not permitting, in the After Care centre using shielding screens between pupils and the After care centre floor, so that social distancing can be maintained.

#### e. Breaks

1. Children will have normal school break times.
2. Children will have to sit socially distanced dot on the school grounds while eating their lunch. Children are welcome to bring small cushions daily from home to sit on for their lunch break. Children must be seated while eating and may remove their masks while doing so. Once they stand, masks must be put on.
3. Break duty teachers must encourage children to maintain as much distance as possible from each other while playing.

4. If parents decide that their child may not play on the playgrounds at break, once the school has been notified of this decision, those pupils will be kept on social distancing dots during break. Break duty teachers will ensure that children remaining on social distancing dots are not approached by other children and do not play with others.
5. Teachers on duty must maintain social distancing between themselves at break times.

#### f. End of school day and After Care

1. Pupils must be fetched immediately at the end of the school day. No loitering is permitted.
2. Those remaining in After Care must proceed to the playground and socially distance from each other.
3. After hand-washing, pupils sit on a socially distanced dots/ benches to eat.
4. The After Care staff will sanitise hands.
5. Food will be handed out by the staff, wearing gloves.
6. No cooked food will be served. Only food that can be eaten out of the hands e.g. toast or breadrolls.
7. Cups for juice will be washed thoroughly before re-use.

#### g. Extra murals

1. We will allow extra-murals to begin as soon as coaches and private companies can continue their services in a CoVid19-safe manner. The responsibility rests with the extra-murals to ensure that they are maintaining social distancing, hand-sanitising and the wearing of masks.
2. Our school will not participate in any sports leagues; extra-mural competitions or inter-school matches in 2021, but may resume if necessary national authorities have given their consent.

#### h. Sick pupils or staff members

1. Pupils who develop flu or cold symptoms (coughing, excessive sniffing, fever) during school must be separated from their peers and quarantined.
2. Parents have to collect their children immediately (any staff member bringing a child to the quarantine area must inform Mrs Helmbold immediately).
3. No pupil may lie down in their class on the carpet or on a mattress.
4. Quarantined pupils being fetched must be collected through the nearest school gate and may not pass through any classrooms or the office on their way out.
5. In the event of more than one child needing to be quarantined, sick children will be kept socially distanced in the quarantine area.
6. Staff who display flu or cold symptoms must remain at home and record their lessons to be viewed by pupils online. If the classroom of the sick staff member does not have a projector, an alternative classroom will be arranged.
7. If a child or teacher has been sent to the quarantine area, all tissues used or soiled waste products will be treated as medical waste with all the necessary precautions associated with disposal. Any bedding used will be washed after each use.
8. Any pupils or teachers diagnosed with CoVid19 will be reported to the necessary governmental authorities. They will conduct an investigation and determine how the school must proceed. On the whole, it is assumed that persons who have been in contact with the infected individual practice self-quarantining for a 10-day period. The area in which the infected individual moved will be deep-cleaned.

#### i. Assemblies and outings or shows

1. There will be no line-up assemblies or hall assemblies. If necessary, teachers will either be given announcements via WhatsApp at 7h30 each morning, or Mrs Helmbold will visit each class personally to do so. Pupils will proceed to homeroom class (junior primary) or first period class (senior primary) at 7h30 each morning. Teachers must begin each day with a scripture memorisation (Mrs Helmbold will WhatsApp the scripture chosen weekly) and prayer. Non-Christian staff members may call on Kathryn to assist in this regard.
2. Assembly time will be replaced with a home-room session. Online assembly videos will be played during this time.
3. Preschool classes and foundation phase teachers must stagger their group singing times to accommodate one class for singing at a time. Kathryn will have a programme available for teachers to book new singing time-slots (any day) to do so.

#### j. Hotdogs and tuck

1. Tuck is sold by teachers in their classes.
2. Only sealed tuck items will be sold i.e. items in plastic or Teflon wrapping.
3. Hotdogs will be on sale on Fridays only as per normal. Teachers must collect and hand out hotdogs and not allow pupils to do so. Teachers may arrange a roster to do so, otherwise the homeroom teacher is responsible. Teachers must wear gloves while handing out hotdogs.
4. Cake sales are cancelled until further notice.

#### k. Special school events

1. All special school events are cancelled e.g. concerts, eisteddfods, Science Expo, Maths Bees and Spelling Bees.
2. Teachers are encouraged to do as many fun activities, small competitions and rewards to keep the children in good spirits e.g. fun dress up days or teaching outdoors.

#### l. Stigmatisation

1. Pupils will be warned not to tease peers or make fun of any persons regarding CoVid19. This includes teasing or making fun of any person displaying cold or CoVid19-like symptoms (the school discipline policy will come effect and any name-calling or stigmatisation will be regarded as bullying and is a demerit-worthy offence).

#### m. School cleaning

1. The school principal is responsible for maintaining the school cleaning time-table and monitoring the cleanliness, health and safety of the school.
2. All high contact classroom surfaces (desks, door handles etc.) will be cleaned at least twice daily with a sanitising solution.
3. Teachers will wipe school desks between every class change (Grade 4-7) with a sanitising solution, or twice daily (Grade RRR-3).
4. Bathrooms will be sanitised (water and bleach) twice daily.
5. Balconies and railings in the school will be sanitised once daily, or more often where possible.
6. Classrooms will be dusted and cleaned according to the normal school cleaning schedule.
7. Non-carpeted classroom floors will be cleaned with a water and bleach solution daily.
8. Carpeted classroom floors will be vacuumed daily.
9. Chairs in the quarantine area will be sanitised immediately after each use. Mrs Helmbold is responsible for ensuring that Thembi is aware of each case.

o. Psychological support services

1. Mrs Obbes is a trained school counsellor and is available for counselling pupils who need extra support during this time.
2. Alternately, Mrs Obbes can make appointments for pupils to counsel with Pastor Jonathan should they so desire.
3. For professional counselling services, our school recommends the Maranatha Counselling Centre in Glen Marais (011 972 6535).

p. Absenteeism

1. It is a compulsory school requirement for parents to notify the school when their children are absent and the reason for their absenteeism.
2. The school must be notified immediately if a child is diagnosed with COVID-19 or if any member of the child's household or family has been diagnosed with COVID-19.