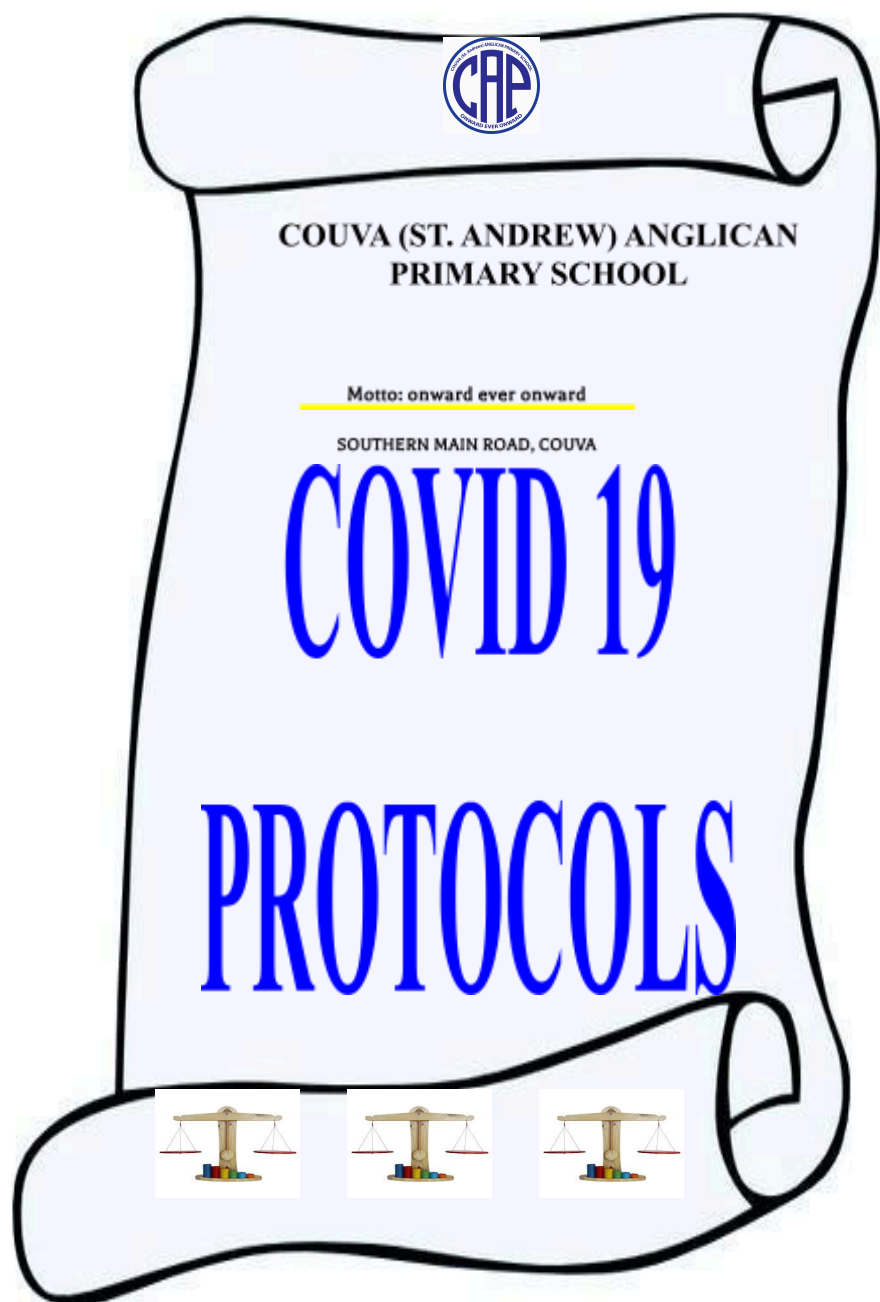




The following are amendments to our school operational policy due to the COVID 19 pandemic. They will remain in effect until advised by the Ministries of Health and Education.

#### **School preparations**

- Water tanks were cleaned and filled.
- Water pump and air conditioning units have been serviced and in good working condition.
- All classrooms have been cleaned and sanitized.
- Furniture has been arranged to accommodate **one (1) student per desk** with strict adherence to social Distancing Requirements.
- Signs have been installed throughout the school indicating all **Do's and Don'ts**.

#### **Students and visitors must observe the following as it relates to them**

##### **Entry protocol**

- Signage reflecting the following requirements will be available at The Entrance, Sanitization Stations, Cafeteria, Washrooms, School Grounds, Main Office:- “No Mask No Entry”, “Social Distancing”, “Wash Hands on Entry”, “No Entry for Certain Symptoms”.
- Visitors may be subject to temperature testing. You must be below 37.8°C to be allowed on the compound.
- Visitors with a high temperature will **NOT BE ALLOWED ENTRY** and will be asked to contact the school via telephone (868-636-2577) or email ([couvaac@caps.edu.tt](mailto:couvaac@caps.edu.tt)) instead of face to face.
- All visitors **MUST** wear masks whilst on the compound.
- No walk-ins are allowed. Parents/Guardians **MUST** make an appointment.
- No congregating or loitering on the school's compound or outside the gate.
- Students who report to school with flu-like symptoms will be placed in quarantine and parent/health facilities will be called depending on severity.

### Parent responsibilities

- Parents **MUST** attend all parent sessions and PTA meetings when called upon.
  - Parents **MUST** provide current contact information and email addresses.
  - Parents **MUST** respond to calls from the school or requests to collect their children /charges in a timely manner.
  - Parents **MUST** acquire and submit a certificate of medical clearance as needed.
  - Parents **MUST** ensure that their child always has a clean mask in his/her possession and has a personal supply of sanitizer.
  - Parents **MUST** inform children that they required to follow the health protocols and guidelines from the Ministry of Health.
  - Parents **MUST** reinforce the importance of social distancing to children especially during their commute.
  - Parents **MUST** teach and model good hygiene practices for their children.
  - Parents **MUST** encourage their children to ask questions when unsure.
  - Parents **MUST** co-ordinate with the school to receive information and ask how you can support school safety efforts (through parent-teacher committees, etc.)
  - Parents **MUST** ensure that children attend online sessions as scheduled.
  - Parents **MUST** notify the school if anyone in their household has tested positive for coronavirus.
- Parent will be asked to take student home and return with written medical clearance.
- Students should **NOT** be in school before 7:45 am and **MUST** leave school upon dismissal.
  - Drop-off and Pick-up of students will **NOT** be allowed on the compound unless rain is falling.

### Personal hygiene

- Students should have a mask and a personal supply of hand sanitizer and facial tissues. **Rags/Handkerchiefs are not allowed.**
- Students **MUST** wear masks before being allowed on the compound. It is optional for students to wear masks in the classroom **BUT** they should wear them during **ALL** breaks such as Recess and Lunch.
- Students **MUST** wash hands when they arrive at school and before they leave to go home, before and after eating and drinking, after using the washrooms, after wiping nose or face with a tissue, whenever their hands are visibly dirty, whenever they are between different environments e.g. outdoor-indoor transitions, from the courtyard to the classroom etc.
- Anyone experiencing flu-like symptoms **MUST** stay at home.
- **DO NOT** send sick children to school. Seek medical attention and inform the school. Keep child at home until recovered and **MUST** present medical clearance.
- Keep masks on when sneezing or coughing. Cough or sneeze into your sleeves/elbows or in a tissue, which **MUST** be discarded in a covered bin immediately and hands sanitized.
- Students should be discouraged from sharing food and drink, books, stationery and other personal supplies.

### Procedure for suspected covid-19 case management

- Report of a suspected case is made to the Principal.
- If the student is at school, student is placed in quarantine area/isolation.
- Principal calls parent to collect student and advises them to:
  - Take student for a PCR or Antigen test at the nearest Health Facility.
  - Call the Principal stating the Health Facility where the test was done, and the results of the test as soon the results have been acquired.
  - Follow the quarantine order issued by the Health Centre/CMOH Office. A copy of this should be forwarded to the school.
- Principal communicates this information to the District Nurse.
- Principal informs the parent that the affected student must not return to school until the results of the PCR or Antigen tests are negative.
- Principal further communicates with the relevant class teacher, parents and the parents of identified close contacts of the affected student, to quarantine for the period of time designated by the District Nurse.

- The Principal arranges for sanitization/cleaning of the affected areas based on EDHSU's recommendation.