

# Health & Safety Policy

In order to maintain high standards of safety and hygiene, everyone in the school community must take responsibility for themselves and for each other. The school capacity during the summer programme has been reduced to one third.

## ***Drop-off and pick-up***

Both drop-off and pick-up will be staggered and organised through different meeting points. Only students will be allowed inside the school buildings. Parents and visitors will only be allowed within the outdoor school facilities, having to wear a face mask and ensuring proper hand hygiene.

Students should get out of their car with a face mask and walk down to their respective entrance gate observing social distancing. Duty personnel will instruct students on the way to follow to the different school areas.

## ***Pick-Up***

Parents must wait outside the school buildings. Students will be released from class on a staggered basis and will be required to maintain social distancing.

## ***Bus service***

Bus services have been designed to preserve the necessary social distancing established by authorities. Students are required to wear a mask at all times on the bus. Duty personnel will instruct students on the way to follow to the different school areas.

## ***Classrooms and school facilities***

- ✓ Students will remain a minimum of 2 metres apart. If this was not possible, students will wear a face mask (6+ year-olds).
- ✓ Drinking fountains will be closed. Students must bring a properly marked bottle of water that they can fill up at school when they need it, following the instructions of school staff.
- ✓ All students from 6 years of age onwards must bring their own face mask and a bag to keep it in whenever they are not using it.
- ✓ Maximum 10 students per classroom in Baby Caxton, 12 in Infants and Early Primary, and 15 in rest of Primary and in Secondary. Each student with a dedicated space.
- ✓ All school staff will wear the PPE established by authorities for the safety of students, teachers and rest of staff.
- ✓ Teachers and students will avoid greetings/activities that involve physical contact.
- ✓ Groups will take their recess and move about the school at different times.
- ✓ Workshops have been adapted to activities that do not imply physical contact or the sharing of implements/instruments.
- ✓ During lunch, children will eat in a designated space, and food will be served individually at the table.
- ✓ Circulation paths will be clearly marked to avoid the crossing of students in the areas of greatest circulation.
- ✓ The capacity of the pool has been reduced to 30% and 4 new changing rooms have been opened to ensure the safety distance between students.
- ✓ During pool time, areas to leave towels, flip flops, etc., will be clearly demarcated to keep the 2m interpersonal separation.

## ***Hygiene measures***

- ✓ Alcohol-based hand rub, or soap and disposable paper towels in each classroom to encourage very frequent handwashing during the day.
- ✓ Hand hygiene will be performed when entering the school, before and after each recess, before and after eating food, and when leaving the school.
- ✓ Classrooms will be thoroughly cleaned with sanitizing products every day.
- ✓ There will be constant air flow and room ventilation during the day, keeping windows and doors open.
- ✓ Common areas and dining room tables will be cleaned after each group rotation.
- ✓ Washrooms and surfaces that are touched regularly (door handles, switches, offices, computer equipment, drinking fountains, faucets, etc.) are cleaned with sanitizing products several times a day.

## **Health measures**

Please check temperature at home daily and do not send your child to school if they have a temperature of 37 or higher, a cold, runny nose, or have had a fever within the past 48 hours.

Students showing the following symptoms are not allowed to come to school during COVID-19 pandemic:

- ✓ Students with a temperature of 37 or above
- ✓ Students with cold symptoms, runny nose
- ✓ Active vomiting or diarrhea- last episode since 48h
- ✓ Acute cold, sore throat, persistent cough
- ✓ Red inflamed, or discharging eyes
- ✓ Other symptoms of severe illness
- ✓ Another member of the household shows symptoms compatible with COVID-19
- ✓ Been in contact with a positive tested person within the last 14 days

## **School clinic**

- ✓ Only one student at a time in the school clinic
- ✓ Parents must be prepared to pick up their sick child from school within 30/60 minutes of a call from the Nurse.
- ✓ Students with fever or symptoms compatible with COVID-19 will wait in a specific room, wearing a face mask, until they can be picked up by their parents/guardian.
- ✓ Students with a temperature of 37 or higher will be sent home from school and should not return to school until they are - FEVER FREE for 48 hours without the use of antipyretic (fever-reducing) medicine (e.g. paracetamol, ibuprofen etc.).