



# SHARJAH INDIAN SCHOOL

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## **OUR VISION**

Educate Enlighten Empower

Circular No. SIS/058/2020-2021

13<sup>th</sup> January 2021

### **GUIDELINES FOR REOPENING OF SCHOOL AFTER THE WINTER VACATION**

Dear Parent  
Sir/Madam

*Seasons Greeting from Sharjah Indian School. Wishing you and your family a happy and healthy New Year.*

The CBSE has announced the board examination dates for Grade X and XII and the examinations will be starting on 4<sup>th</sup> May 2021. The internal and practical examinations will start from 1<sup>st</sup> March 2021. Our academic team is in discussion of restarting the Face to Face classes for the students of Grade IX to XII. As we have to conduct the Revision classes, Model Examination, Model Practicals and Final Practicals for the students, it is necessary that the students attend Face to Face classes at the school. **The date and timing of the Face to Face classes will be informed to you shortly and will also be posted on the school website.** Till then the students will be continuing with the online classes.

**Kindly note that the Online classes will continue for KG1, KG2 and Grade I to VIII till further notice.**

**We would like to remind you of THE GUIDELINES GIVEN BY SHARJAH PRIVATE EDUCATION AUTHORITY (SPEA) which has to be followed by the students attending face to face classes.**

#### **Health and Safety guidelines followed by the school for Face-to-Face Education Model**

1. Covid-19 test has to be conducted by all the students and the result and the negative PCR result has to be submitted to the class teacher.
2. Classrooms will be set up to accommodate reduced capacity. Student desks will be set at a safe distance (1.5 meters) from each other. Each student will be assigned a chair and table.
3. It is mandatory for all staff and students to wear face masks and gloves while they are in the campus and while using school transport.
4. If a student / teacher / staff begins to show symptoms of Covid-19 while at school, they will be isolated instantly. The parent / guardian of the child will be notified immediately and the patient will be referred to the hospital in case of emergency. The patient should not return to school until the PCR result is obtained.
5. Prayer rooms will only be used by the students following the safe distancing rules.
6. Hand-sanitizing stations will be set up throughout the school in different areas with clear instructions.
7. Frequent touch points including door handles, light switches etc. and all the common areas will be cleaned and sanitized at regular intervals.
8. Total cleaning, sanitizing and disinfection of the school will be done prior to the official opening and every day after school hours. All cleaning staff will wear PPE while on duty.
9. School buses will operate at 50% capacity only. Every student will be allotted a permanent seat in the bus.
10. Signages will be placed all around the school building to indicate the movement directions and keep distancing at 2 meters.
11. No activities will be held in shared spaces. Assembly, events and contact games will remain suspended. Classroom assembly will be conducted.
12. Flexible / staggered break times will be followed. Students will be sent to washrooms in a staggered manner. In the washroom the support staff will monitor the entry and exit of the students.
13. Sanitizers will be available in the classrooms. Toilets will be frequently sanitized.
14. Isolation and segregation rooms for accommodating staff and students showing signs of Covid-19 have been arranged near the First Aid room and in Block 6.

15. Waiting rooms for students not using school transport have also been arranged.

### **Guidelines for parents**

1. A policy of staying at home if unwell for students with symptoms will be enforced.
2. Children using the school bus will be scanned for their temperature before getting into the bus each day. Parents will be required to wait at the bus stop till the bus leaves.
3. There may be small changes in the pick-up and drop off points of your ward. The transport department will keep you well informed regarding the same.
4. Meeting with teachers will be online. If a direct meeting with school authorities is required, an appointment will have to be arranged through school email.
5. Specific areas will be assigned for parents to pick up and drop off their wards at the designated times. Only one parent per student will be allowed inside the campus for collection of the student.
6. Grandparents / Senior citizens and small children are not allowed inside the school campus.
7. On days the student attends school, the student should carry her own personal sanitization kit with hand sanitizer, 2 masks and gloves.
8. Teachers will regularly communicate and provide information to students on the associated risks, safe practices and controls.
9. Parents must download the Al Hosn App to ensure traceability in the event of infection.
10. Parents must sign an undertaking stating the following:
  - a) They will ensure that their child/children has/have had the mandatory COVID-19 test prior to joining the school.
  - b) They will keep their child/children at home if they are generally unwell.
  - c) They will ensure their child/children follow school requirements for return to school after a day or days of absence.
  - d) They will ensure that they immediately pick up their child/children from school in case they become sick or has/have contacted a Covid-19 suspected case at the school. They will immediately follow protocols in these cases as communicated by the school.
11. Snacks and water should be sent from home for students. Water dispensers will not be available in the school. No sharing of food or stationery is permitted. Students will remain in their respective classes during snack break and have their snacks at their respective table only.

### **PROCEDURES TO BE FOLLOWED BY SUSPECTED COVID-19 STUDENTS**

#### **COVID-19 SUSPECTED CASE**

**Students who have discomfort in upper or lower respiratory system with or without fever ( $\geq 37.5^{\circ}\text{C}$ ) and any of the following criteria:**

- International travel history during the 14 days prior to symptom onset.
- Been in contact with the confirmed Covid-19 case within 14 days.
- Residing in a community setting where Covid-19 cases have been detected.
- **Influenza like illness without history of travel or known Covid-19 exposure.**

### **Symptoms detected at home**

- Students should stay at home & inform the school authorities through email.
- Seek medical advice and conduct Covid-19 test in approved labs.
- If Covid-19 PCR negative - submit the negative PCR result and sick leave certificate from the treating physician based on final diagnosis to the school clinic.
- If Covid-19 PCR positive – the student will be allowed to return to school only upon the submission of a de-isolation clearance certificate from an approved health care facility.

### **Symptoms detected at school**

- The student will be immediately segregated from others and taken to an isolation room for assessment by the school Doctor / Nurse.
- If the student is stable the parents will be informed immediately.
- If the student is unstable the school will call an ambulance and transfer the student to the hospital.

## **PROCEDURES TO BE FOLLOWED BY CLOSE CONTACTS OF A CONFIRMED COVID-19 CASE**

### **Household / non-school close contact with a confirmed Covid-19 case**

- Stay home and inform the school through email.
- Symptomatic close contact – seek medical advice, take Covid-19 PCR test in approved health center or lab.
- If Covid-19 PCR positive or negative – the parent should notify school.

### **Close contact with a confirmed Covid-19 case occurring within the school premises**

- The school will identify and prepare the list of close contacts, in co-ordination with the MOHAP investigation team.
- Asymptomatic close contact will be restricted from school for 14 days from last contact with Covid-19 case. Advised to monitor themselves for any sign or symptoms.
- To seek medical advice in case of symptoms.
- School Doctor / Nurse to assess the student before joining the school to verify absence of symptoms.

Please refer to the below link for further guidelines from Sharjah Education and Private Authority (SPEA).

**<http://www.sissharjah.com/media/19914/Management-of-COVID-19-Cases-in-Schools.pdf>**

Once again we wish to remind you that it is also your responsibility as our well-wishers to instill in your child the importance of staying safe. Please be assured that our first priority is the health and safety of your ward and also that we will provide quality education in spite of the constraints that we are facing due to the pandemic situation.

With regards,



PRAMOD MAHAJAN  
PRINCIPAL

