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## HEALTH & SAFETY UPDATE: FROM THE DIRECTOR

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Dear Parents and Guardians,

(Scroll down for Chinese translation)

(请翻阅后面的中文翻译)

I hope you are all enjoying a restful break. As you can imagine, the situation regarding the coronavirus continues to rapidly evolve and we would like to provide an update on the latest information with our families. We understand that this is an anxious and uncertain time for many of our Ram Nation family. We share in the range of emotions many are experiencing, and we are confident in the ability of our community to be resilient and to have the resolve to overcome this current challenge and emerge stronger and closer as a result.

I would also like to thank those who have shared their concerns with us about this situation. Please know that we are keenly listening, and we empathize with each of your unique situations. We are committed to sharing with you what we know and have confirmed as accurate information. A challenging aspect of this emerging context is distilling and confirming accurate information in the midst of rumor, speculation, and misinformation that is flooding the various communication channels due to people's anxiety and uncertainty. It is also important to clarify our expectations of each other as we walk through this journey together.

### **Here is what we currently know**

- The Chinese government is requiring anyone who has traveled to Hubei and returned to Guangzhou to follow a 14-day home quarantine protocol before returning to work or school
- The tentative reopening date for AISG is currently scheduled for February 17th unless otherwise instructed
- The Chinese government has requested schools to conduct a survey of all faculty, staff, and families regarding their travel over CNY and report the results to the government
- To support a safe environment for our community, access to both AISG campuses (Er Sha and Science Park) is completely closed to the community until further notice

## **What we've done**

- AISG has complied with the government's request to close school from Feb 3 to Feb 14 and to provide online learning for our students
- AISG has complied with the government's travel survey request
- Established a Crisis Management Team to ensure a fast and efficient response that offers the most up to date information available to our community
- Crisis Management Team and Leadership Team members meet daily to discuss the latest updates, questions and how best to support and communicate information
- Remained in close contact with our community partners in Guangzhou, in particular, the Guangzhou Education Bureau, the Guangzhou Health Bureau, the U.S Consulate and Global Doctors to ensure the most up to date information is available to us
- School Services is in contact and coordinating with school vendors such as Sodexo, uniform staff and bus companies
- Business Office is in contact with key International and Chinese schools in the region to share updated information and best practices
- Established a designated email address for our community to send specific questions, concerns and feedback: [prepare@aisgz.org](mailto:prepare@aisgz.org). Please use this email for any questions, concerns or feedback regarding the status of the school, online learning or communications messaging
- Confirmed with our College Counselors that all Grade 12 senior college applications (Feb 1 submission deadline) have been submitted
- Confirmed that students will not be impacted by summative assessments during this period of closure
- Confirmed that the school's closure will not impact the summer holiday dates

## **What we are proactively preparing for**

- The Leadership Team are finalizing plans to offer online learning scenarios to our students for the period of the school's closure
- The Operations Team is working on a plan and procedures regarding campus/bus access and checking the level of supplies for the duration of the school's closure and for reopening
- The Communications Office is creating a specific website that will act as a repository for all school-related information and messages sent to our community. While we will still continue to communicate via email and WeChat as our two official channels, the website will assist those in seeking a centralized space housing all information shared with our community to date. This site will come online by the end of the week (Jan 31) with the link sent to the AISG community via email

## **What we need parents to be thinking about**

- If you plan to travel outside of Guangzhou, **please bring your child/ren's laptop/learning devices with you** to ensure your child/ren are able to participate in online learning opportunities beginning February 4th. If you are already overseas and without a laptop, please kindly contact your divisional principal to let them know
- It is a parent's responsibility to supply adequate medical supplies for their child/ren. Please consider sourcing enough personal hygiene items for yourself and your child/ren (masks, hand sanitizer, etc). The school will only be able to replace a mask in the instance of a mask being lost or damaged during school hours
- If you haven't already done so, [please complete this survey](#) (emailed to all AISG community members January 28) indicating your travel plans for the CNY holiday period
- Please inform anyone who has traveled to Hubei or the surrounding area that they should stay home for at least 2 weeks after returning from Hubei before returning to school. The two-week waiting period, even without symptoms, is critical as the virus could be spread before symptoms develop
- Please keep an eye out on your email for specific instructions regarding how your child/ren's teachers will be offering online learning to your students.
- Online learning instructions and expectations will be shared with parents by Friday, January 31st.

**There is much we do not yet have clarity on** that we are working extremely hard to try to confirm. What we can promise you is that we will continue to be vigilant in our efforts to get confirmed and accurate information about this developing situation and communicate it to you on a regular planned basis **every 36 - 48 hours via email**.

In closing, I hope you find the above information helpful as we navigate this complex situation together as a community. As always, please let us know of any questions you might have and how we can support you. If you have any questions, concerns or feedback regarding anything at all, kindly send them to [prepare@aisgz.org](mailto:prepare@aisgz.org).

Stay safe, Be well!

Kevin Baker  
 Director  
 American International School of Guangzhou

亲爱的家长及监护人,

希望大家在假期都能得到很好的休息。鉴于目前新型冠状病毒持续迅速发展, 学校希望向各个家庭报告最新的信息。我们明白大家都在经历一个焦虑和不安的时期, 也理解许多人正在经历一系列情绪

上的波动，我们相信我们的社区有能力恢复且有决心战胜目前的挑战，这些经历将使我们更加团结和强大。

感谢那些向我们表达他们对这个形势深感忧虑的家长。请相信我们，我们一直在聆听，并且理解你们每一个家庭独特的情况。我们承诺与大家分享我们所知道并确认准确的信息。由于人们的忧虑和不确定性，目前各种渠道充斥着谣言、猜测和错误信息，如何在这些信息中鉴别准确的信息也是一个挑战。

另外，明确我们对彼此的期望将有助于我们共同渡过这一非常时期。

### **以下是目前我们所知道的信息**

- 中国政府要求任何前往湖北后返回广州的人在返回工作岗位或学校之前，必须进行14天的在家隔离。
- 除非另有指示，AISG目前暂定开学日期为2月17日。
- 中国政府要求学校在2月3日至2月14日期间继续通过网络在线学习方式授课。
- 中国政府要求各学校对全体教职员和学生家庭进行一次有关春节假期旅行的调查，并向政府报告调查结果。
- 为了营造一个安全的环境，AISG校区(二沙校区和科学城校区)在收到进一步通知之前完全封闭，不对社区开放。

### **我们所做的工作**

- 学校遵守政府的要求，从2月3日至2月14日关闭学校，并为我们的学生提供在线学习服务。
- 遵守并执行政府的旅行调查要求。
- 学校设立了一个危机管理小组，以确保快速和有效的反应，并向我们的社区提供最新的信息。
- 危机管理小组和领导小组成员每天开会讨论最新进展、疑问以及如何最好地支持和沟通信息。
- 学校与我们在广州的社区合作伙伴保持密切联系，特别是广州教育局、广州卫生健康委员会、美国领事馆和环球医生，以确保我们收到最新的消息。
- 学校服务部门正在与学校供应商联系和协调，如索迪斯，清洁公司和校巴公司。
- 学校与广州主要国际学校和中国学校紧密联系，分享最新信息和最佳做法。
- 学校为我们的社区建立了一个指定的电子邮件地址，以便大家发送任何具体的相关的问题及信息反馈：[prepare@aisgz.org](mailto:prepare@aisgz.org)。请使用此电子邮件询问、关注或反馈有关学校状况、在线学习或通信信息的任何问题。
- 学校已与我们的升学辅导师确认，所有12年级的大学申请（2月1日提交截止日期）都已提交。
- 确认学生在学校关闭期间不会有任何考试。
- 确认学校关闭期间不会影响到暑假安排计划。

### **我们正在积极准备的事项**

- 学校领导小组正在最后确定有关学校关闭期间为我们的学生提供在线学习的计划
- 学校运营团队正在制定校车进出校区的计划和流程，并评估学校关闭期间以及重新开放期间的物资供应水平。
- 学校正在创建一个特定的网页，作为所有学校相关信息以及发送给家长的信息的存储库。虽然学校仍将使用电子邮件和微信作为官方的沟通渠道，但该网页将会是一个集中的空间，储存迄今为止与家长

共享的所有信息。该网页将于本周末（1月31日）上线，并通过电子邮件将链接发送给家长。

### 我们需要家长们考虑以下几个方面

- 如果您计划到广州以外的地方旅行，请带上孩子的笔记本电脑/学习用具，以确保您的孩子能够参与从2月4日开始的在线学习。如果您已经在海外，没有带笔记本电脑，请您知会孩子所在的分部校长。
- 为孩子提供足够的医疗用品是父母的责任。请考虑为你和你的孩子准备足够的个人卫生用品(口罩、洗手液等)。学校只能在上课时间更换遗失或损坏的口罩。
- [请完成针对春节假期旅行的调查（学校于1月28日通过电子邮件发送给所有AISG社区成员）](#)
- 请告知任何到过武汉或周边地区的人，他们从武汉返回后至少要在家隔离两周后才可返回学校。即使没有症状，两周的隔离期也是至关重要的，因为病毒在症状出现前也具有传播性。
- 请留意您的电子邮件，了解老师将如何为您的孩子提供在线学习的具体说明。
- 学校将于1月31日(周五)之前与家长分享在线教学的指导和期望

我们还有许多事情还不是很清楚，我们正在努力澄清确认。我们可以向您保证的是，我们将继续保持警惕，努力获得有关事态发展的准确信息，并每隔36-48小时定期通过电子邮件与您沟通。

最后，我希望上述信息对我们共同应对这一复杂局面有帮助。一如既往的，请告诉我们您的疑问以及您需要得到的帮助。如果您有任何疑问、担忧或反馈，请发送至[prepare@aisgz.org](mailto:prepare@aisgz.org)。

祝阖家安康！

Kevin Baker

Director

American International School of Guangzhou