

Lower School Returning to Campus



Hangzhou International School
杭州国际学校

Guidelines on Procedures and Practices

April 2020

Staggered reopening

- Monday, April 13
 - Grade 12 & 9 students return
- Week of April 20 – 24*
 - Staggered return of Grades 4-11

*to be confirmed



Preparations to campus

- Entrance Procedures
- Sanitation in rooms / hallways / common spaces (twice daily)
- Ventilation / UV Lamps
- General Health Survey completed and collected
- Temperature sheets from parents at home



LS Entry Procedures



1. Parents check temperatures at home before sending their child to school
2. Students/Parents or guardians must show a Hangzhou Health Code Green Pass on phones at the school gate or at the bus pick-up point
3. Guard/bus ayi takes student temperatures before entering
4. Students go straight to class upon arrival





Important Information

Students from different grade levels enter/exit through different gates:

- Kindergarten to Grade 5 - Front Gate
- Early Years and Pre-K students (and their siblings) - Back Gate

Students arrive and leave at different times:

1. **G3, 4, 5** Arrive between 7:30 – 8.00am and leave at 3.00pm
2. **Early Years, Pre-K** Arrive 7.45 – 8.15am and leave at 3.15pm

New Rules:

- Parent or guardian must accompany student to school
- Parents are not allowed on campus
- No bicycles or other wheeled vehicles allowed on campus for Lower School students
- All students must leave campus by 3.30pm*

* Unless requested to stay by a member of faculty



Sanitation Procedures

- Wash hands / Sanitize hands
 - When entering school
 - Transitioning between classes
 - When using shared resources
 - Before Lunch
 - After restroom use
 - Restroom use
- Hand Sanitizers located at each stairway
- Sinks at restrooms / cafeteria

Student Considerations

Hangzhou International School



Feeling Sick?

Stay home when you are sick!

If you feel unwell or have the following symptoms
please leave the building and contact your health care provider.
Then follow-up with your supervisor.

DO NOT ENTER if you have:



FEVER



COUGH



SHORTNESS
OF BREATH



[cdc.gov/CORONAVIRUS](https://www.cdc.gov/CORONAVIRUS)

Temperature taken at HOME –

- Night before bed
- Morning before leaving for school
- If student has fever or flu symptoms, stay home – notify Ms. Lily Fan
- Must have a doctor's note to return to school

Masks

- Students are encouraged to wear a mask on entrance to school

Personal Eating Utensils

- Students CAN bring their own fork/spoon/chop sticks, but will have access to sterilized utensils

Lunch

- Students CAN bring their own lunch, but will have access to cafeteria food

Water bottles

- Please be careful about sanitizing hands before / after filling bottles

Changes to school life

Schedule for day

- Adjusted recess and lunch schedule
- Only 1 grade level out to play at one time

Performances and events

- No Assemblies
- No Performances
- No Class Parties

Health Status Checks

- Twice daily temperature checks during the school day

ASAs / Sports canceled until further notice



New seating arrangements in classrooms



Classroom Safety

- Adjusted seating for distance
- 1 - 1.5 meters distance between students
- Sanitation measures in class
- Warm water in sinks
- Additional sanitizer stations added
- Increased level of cleaning of classroom spaces



Cafeteria Procedures

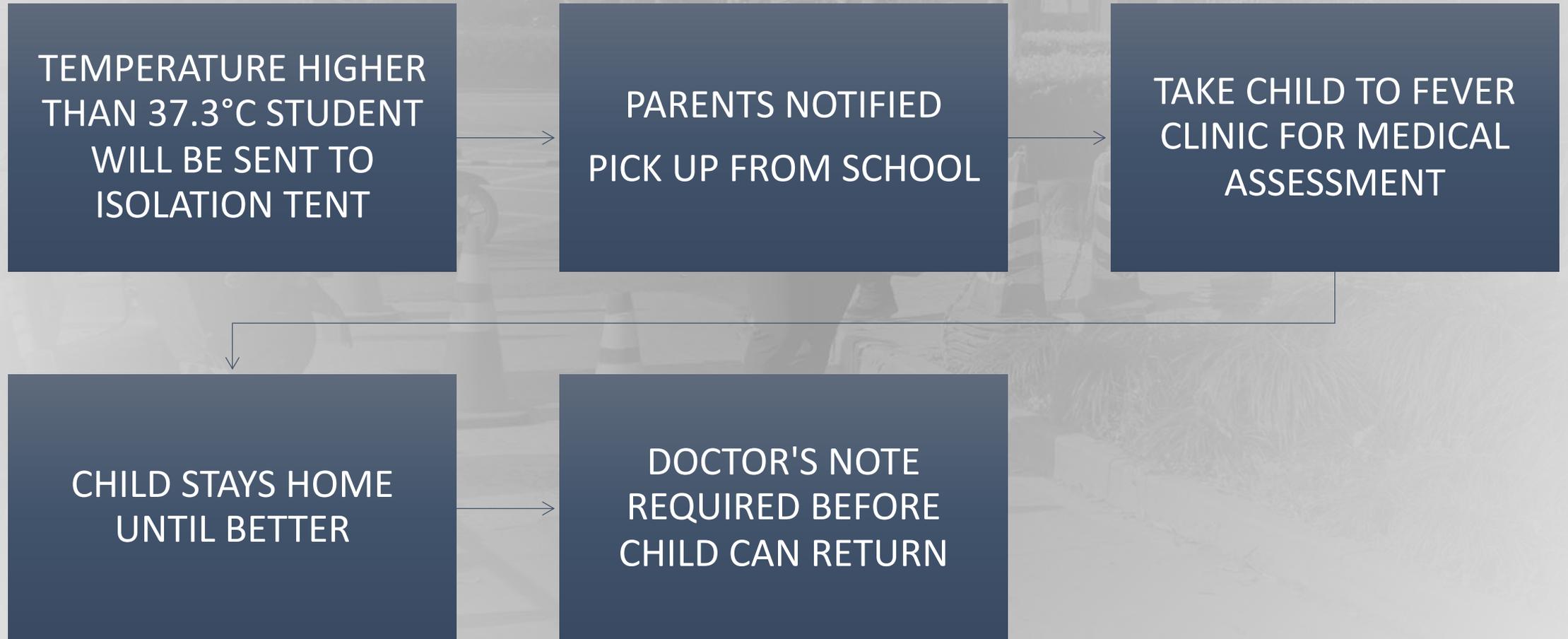
- Adjusted entry
- Hand washing
- Utensils / Tray
- Waiting in line distance
- Eating in cubicles
- All Cooked Food / No Salad Bar
- Sandwich takeaway
- Timing
- Café not open

Access to Facilities

- Gym – limited contact sports
- Library – limited access
- Large field – open for limited contact sports
- Common Spaces – limited access



In Case of Emergency



STOP THE SPREAD OF GERMS

Help prevent the spread of respiratory diseases like COVID-19.

Avoid close contact with people who are sick.



Cover your cough or sneeze with a tissue, then throw the tissue in the trash.



Avoid touching your eyes, nose, and mouth.



Clean and disinfect frequently touched objects and surfaces.



Stay home when you are sick, except to get medical care.



Wash your hands often with soap and water for at least 20 seconds.



[cdc.gov/COVID19](https://www.cdc.gov/COVID19)

3/18/20 4:00 PM

How to Handwash?

请在手有明显污时使用流动水和皂液洗手！其它情况下，请使用速干手消毒剂。
Wash Hands When Visibly Soiled! Otherwise, Use Handrub.

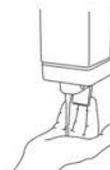
- 洗手揉搓时间：至少15秒 Duration of the actual hand washing: at least 15 seconds
- 整个洗手时间：40-60秒 Duration of the entire procedure: 40-60 seconds

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在流动水下，使双手充分淋湿
Wet hands with water

1



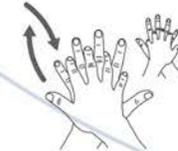
取适量皂液，均匀涂抹至整个手掌、手背、手指和指缝
Apply enough soap to cover all hand surfaces

2



掌心相对，手指并拢，相互揉搓
Rub hands palm to palm

3



手心对手背沿指缝相互揉搓，交换进行
Right palm over left dorsum with interlaced fingers and vice versa

4



掌心相对，双手交叉指缝相互揉搓
Palm to palm with fingers interlaced

5



弯曲手指，使关节在另一手掌心旋转揉搓，交换进行
Bacs of fingers to opposing palms with fingers interlocked

6



右手握住左手大拇指旋转揉搓，交换进行
Rotational rubbing of left thumb clasped in right palm and vice versa

7

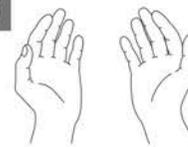


将五个手指尖指尖并拢放在另一手掌心旋转揉搓，交换进行
Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa

8



9



Questions and Answers

What questions do you have?

Who to contact?

- In case of absence / illness – Ms. Lily Fan (lfan@his-china.org)
- In case of social / emotional concerns – Ms. Widi (jwidi@his-china.org)