

CAMPUS HYGIENE PROCEDURE FOR CLASSROOMS



Every person (parent, teacher, learner or visitor) that enters a school should have their temperature assessed with a digital thermometer scanner as follows:

- Remove the protective scanner cap
- Switch the scanner on
- Scan the forehead of the person
- A reading of 37.5 degrees Celsius or 99.5 degrees Fahrenheit and above indicates a possible fever and should be referred for further investigation, as per the Ministry of Health & Wellness COVID-19 protocols
- Visitors and staff with a fever are not permitted on the school grounds.
- Learners with a temperature of more than 37.5 degrees must be kept separate from others and isolated in the designated isolation space, equipped with a mask and the parents/caregivers notified to collect the child for further investigation by a health professional. The Principal or his/her designate. The Ministry of Health & Wellness must be informed if a COVID-19 infection is suspected.

Campus Check-out Procedures

1. Students and staff will sanitize hands prior to exiting instructional space.
2. Students and staff will leave the instructional site and immediately exit the campus after assigned instructional time has ended.

Daily routines / could be done during recess

- Clean tabletops, door handles and other surfaces that are frequently touched by using disinfectant provided.
- Let the disinfection solution sit for 30 seconds and wipe the surface dry with paper towels if still wet.
- Keep a bit distance when spraying if possible, as the alcohol is strong and is easily inhaled.
- Keep windows open

Before and after lunch:

- Before the students may eat, the tabletop will be wiped with a damp cloth.
- Lunch is delivered by maintenance staff to classrooms.
- After lunch, food containers are stacked and picked up by maintenance.
- You wash the tabletop again with the damp cloth to remove food waste, followed by another round of spray disinfectant to remove virus/bacteria.
- Please place the food containers in a big plastic bag and the yellow cloth in a small bag.
- If there is a class change the desks and chair are disinfected by the teachers
- Please keep the spray bottles when empty, they are refillable.

Wipes are only for iPad and Macbooks and should be cleaned by the teacher. Please keep the spray bottles when empty, they are refillable. We have plenty of the liquids in 5-litre bottles.

Classrooms and the use of materials

- Teachers will maintain the sanitizing of the classroom and materials.
- All manipulatives must be washed twice daily. If they cannot be washed they must be packed away.
- All school materials stay at school; no home materials are brought to school with the exception of a pencil case which then stays at school.
- Students bring their own pencil cases from home.
- Children cannot bring personal toys to school.

Elementary: Toys and manipulatives

- All toys and manipulatives to be washed after school.
- Soft toys and pillows/cushions/blankets and carpets removed.

iPads, laptops and IT equipment

- Must not be shared.
- Need to be wiped before and after use several times daily with wipes.
- Students must wash hands before and after use.

Other materials

- Whiteboards and markers wiped down after use.
- Class pencils/pens wiped down after use.
- Scissors/glue sticks/rulers wiped down after use.
- Other art materials i.e. pastels etc. used, cleaned and then packed away.
- No playdough/plasticine/clay to be used.

Classroom libraries closed. Instead:

- EYP to Kindergarten: a small selection of books available daily. Once a child has read the book it is packed away and cleaned at the end of the day.
- Grades 1 to 5: students have their reading book/s which they keep with their other belongings. If it is finished it is then cleaned and packed away.
- Teachers have a box of books relevant for the day which they use, clean and pack away.
- Use the electronic reading library as much as possible.