

10 June 2020

Newsletter

Dear Parents/Guardians

School opening for Standard 4, Standard 5, Form 1, Form 3 and Form 4

This is to remind you, that as stated in the previous newsletter of 5 June 2020, the classes noted above will return to School tomorrow, **THURSDAY, 11 JUNE 2020**

- Secondary School learners must be in school by 0730hrs and School will end at 4.00pm.
- Standard 4 and 5 classes must be in school by 0730hrs and School will end at 1.15pm.

CAR PARK AREA

There will be new procedures for vehicles entering the School to drop off, pick up or park. Vehicles who have come to only drop off Children, should turn to the right on entering the school, and use the left lane to drop off their child or children by the waiting area and then leave through the exit gate. THERE WILL BE NO PARKING IN THIS LANE. It is for dropping off and picking up students only and drivers/parents should not get out of their vehicles.

Vehicles that need to PARK should turn to the left and use the parking area provided. All visitors/parents who get out of their cars to come into the school, must follow the full screening procedures indicated below. To get out of the parking area, parents will use the right lane, which is for through traffic. There is no stopping on this lane at all.

There is a reserved space strictly for disabled parking.

SCREENING

ANYONE WITHOUT MASK WILL NOT BE ALLOWED ENTRY INTO THE SCHOOL.

- Screening for Learners will take place at the Waiting area from 0645hrs onwards- for all learners.
- Arriving learners will have their temperature checked while inside their cars. This should take less than 5 seconds. They will then be given their readings on a small piece of paper. Alternatively, they can opt to note it down themselves to reduce handling of material.

- From there they proceed to the table where the temperature will be recorded by a member of staff on a prepared list and they proceed to class. Parents will not be allowed to escort learners to class. Delegated staff will be at hand to take learners to their classrooms.
- Second temperature recording will be done in class between after break and lunch/dismissal time.

NB: If, upon arrival, a learner's temperature reading is above stipulated, both parent and the learner may be asked to briefly park and remain in the car where a second check will be taken after a few minutes. This is to ensure a correct response is made, as well as avoid causing unnecessary alarm. Parents are also advised to switch off their car air cons as they approach the school as this may contribute to a high temperature reading.

CLASSROOMS

- Each classroom will have hand sanitizer and hand washing soap.
- Each class will have 2 dustbins, one for general waste and another for clinical waste.
N.B All material used to wipe hands, face and/or surfaces will be treated as clinical waste.
- Upper school learners will be encouraged to sanitize their equipment frequently using approved disinfectant.
- Lower school will have delegated staff sanitising their equipment frequently.
- All toilets will be cleaned frequently.

BREAK TIME

- Teachers will supervise the learners to ensure that social distancing is maintained.
- Break time will be staggered to reduce congestion and interaction while on the grounds.
- The school tuck shop will not be operating, to avoid crowding; therefore, parents are advised to pack food for their children. All meals will be taken in class under the supervision of the teachers.

PICKING UP OF STUDENTS AFTER LESSONS

- Knock off time will be staggered to reduce congestion at the pickup area. Teachers will escort learners from classrooms to the waiting/pick up area. Parents must ensure they pick their children as promptly as possible as there is no space to park within the premises.
- Students must be picked within 30 minutes of knocking off time. This is to ensure minimal congestion. Parents must be reminded that they should do this to avoid their child loitering and interacting unnecessarily.
- At the waiting area sitting points will be marked 1m apart to ensure social distancing

ISOLATION PROCEDURE

- If at any time anyone's temperature is above 37.5 degrees Celsius, the person will be taken to the isolation room and medical personnel will be called. This will apply to anyone who enters the school premises.
- There will be regular temperature check in the isolation room while awaiting response from relevant medical personnel.

The above regulations must be followed at all times, as we strive to make the school a safe, healthy and happy environment for all learners and staff and we look forward to seeing all of our students back in school.

Yours sincerely

A handwritten signature in cursive script that reads "A. S. Jones".

Andrew S. Jones
Principal