



**THE
SOUTHLAND
SCHOOL**

PROTOCOL FOR A SAFE RETURN TO CLASSES



MIXED PLAN
MARCH
2021

TSS PROTOCOL FOR A
SAFE RETURN TO CLASSES
MIXED PLAN
MARCH 2021

The protocol consists of CONTROLLING AND PREVENTING INFECTIONS, in addition to monitoring our community from the inside and outside, in order to secure the entire Southland Community.

To care for the entire educational community and receive our students in a safe way, both teachers and officers, as well as cleaning personnel shall participate in trainings and inductions to take knowledge about March Plan 2021.

This plan's socialization will take place the week of February 22nd, 2021. Similarly, practical exercises will be executed to apply actions contained in the plan. This will allow to have a notion of times and/or requirements that may arise.

To fulfill the measures established in March Plan 2021, we will need the commitment and help of all the educational community.

We will have 5 lines of action to comply with the foregoing:

- I. TIME AND OPERATION SYSTEM
- II. PREVENTION GENERAL MEASURES
- III. MEASURES FOR SCHOOL ENTRANCE AND EXIT AND INTERNAL OPERATION
- IV. MEASURES IN CASE OF DETECTING SYMPTOMS WITHIN THE SCHOOL
- V. A CLEANING AND SANITARY MEASURES PROTOCOL

- I. SCHOOL DAY AND OPERATION SYSTEM

- 1. TIMETABLE

A mixed system that entails the full timetable, which is divided into two parts: on site class day and online hours. There will be no lunch time.

| CYCLE | CLASSROOM DAY | ONLINE DAY |
|-------------------------------|---------------------------|----------------------------|
| Infant (main door entrance 1) | Start 8:10 – finish 13:35 | Start 14:15 – finish 15:35 |
| Junior (main door entrance 2) | Start 8:10 – finish 13:35 | Start 14:15 – finish 15:35 |
| Senior (side gate entrance) | Start 8:10 – finish 13:35 | Start 14:15 – finish 15:35 |

Those students that may not attend a school day in the classroom, for justified reasons, will have classes via streaming defined by their grade timetable. Similarly, they may use Google Classroom platform and all of its functions, being this a space where the teacher will upload teaching resources for daily or weekly use, according to each subject's features. It is available for onsite and online students.

2. School Calendar

The school calendar will be arranged under a semester system. Winter holidays will be at the end of the first semester.

3. Plan's Broadcasting

Permanent and clear communication with our community is a key factor for the right implementation of this plan. Thus, its socialization will be through several vias:

- School website
- Institutional video
- Email
- Meetings with guardians via Meet at the start of school year 2021 (representatives)

II. PREVENTION GENERAL MEASURES

1. Face mask use is obligatory and face shield use is optional.
2. Wash your hands with water and soap, use sanitizer gel alcohol. Implement these routines for such effects during the day (when you enter the school and in several instances)
3. Social distancing (1 meter)
4. Classrooms and common rooms cleaning and hygiene:
 - This will be done by the school cleaning personnel, with the help of each grade teacher. The foregoing will be done several times in a day: Before starting a class, during class teaching intervals (breaks) and at the end of the day.
 - Besides, students may help clean their work space and/or materials.
 - The school will provide with cleaning implements and materials.
5. Each cycle Coordination will store a sanitary care kit: Sanitizer gel alcohol, face masks and shields, thermometers and a backup cleaning kit.
6. In classrooms and corridors: Dispensers with a sanitizer gel alcohol solution.
7. As part of social distancing: There will be no greetings nor physical contact.
8. Visible information about social distancing.
9. Use a pedal litter bin to avoid contact (one per corridor.)

III. MEASURES FOR SCHOOL ENTRANCE AND EXIT AND INTERNAL OPERATION

We suggest taking your child's temperature before you leave home. In case the temperature is 37.1°C or higher, your child shall stay home. We request that you communicate with the corresponding Coordinator. Besides, observe other symptoms associated to COVID-19 (secretions, coughing, body ache, head ache, etc.) If you have any doubts or symptoms, do not bring your child to classes.

Students will have to enter and exit the school through Escrivá de Balaguer Avenue, according to cycles:

- Main door 1: Infant
- Main door 2: Junior
- Side gate: Senior

There will be limited access for school outsiders. School outsiders shall access through Las Condes Avenue, in order to make the pertinent check. After school time, students may enter accompanied by their guardians through Las Condes Avenue, prior authorization from the head teacher and the academic coordination.

Guardian's meetings and interviews will be online, except for extraordinary situations. In these cases, necessary sanitary measures will be taken.

Steps that a student must follow to enter the school:

- Take his/her temperature: If 37.1°C or higher, he/she may not enter the school.
- Enter alone with his/her face mask correctly on.
- Disinfect his/her hands with sanitizer gel alcohol at the entrance.
- Use foot bath to clean shoe soles.

Students must be withdrawn on time at the entrance/exit door enabled for each cycle.

Guardians may not access the school beyond the entry/exit door. If necessary, the guardian shall enter through Las Condes avenue to make the corresponding check.

Any symptoms or suspected infections: Do not bring the student to school, until you have a clear possible diagnosis. Once this has been clarified, inform the head teacher and the respective coordination area.

When detecting symptoms during the day:

- In the case of a student: The school will report guardians and the student will be isolated in room No. 1 from the management building, which is located at Las Condes Avenue.

- In the case of an adult: He/she will go home immediately.
- In both cases, having information is expected to clarify the diagnosis and take subsequent measures. Monitor each case.

The school does not have its own transportation service. Each family will be responsible for choosing one that complies with the operation normative.

1. During a school day:

- The use of face mask is always obligatory in every school space. Every student shall bring a replacement face mask (in a sealed bag) to change it, in case it turns out necessary.
- The distance to be kept in common areas, such as: toilets, nursing, classrooms, library, cafeteria, yards and corridors will be visibly marked.
- The location space of each table and chair in a classroom will be marked, depending on the corresponding capacity.
- Students shall bring their pencil case and materials for each specific class every day: Copybooks, texts and books. They may not be shared with classmates. Bag packs shall be in the classroom hanging from the chair. There will be no lockers, and students cannot leave their school supplies inside de classroom.
- Students, depending on their grade and age, may collaborate cleaning their work room and personal materials, and promote this at home (cleaning materials will be provided as required.)

Use of toilets: There will be signaling to emphasize the admissible capacity, hand wash steps and social distancing. Each toilet will have liquid soap and paper towels to get the hands dried. Cleaning personnel will clean toilets in different instances: Before starting classes, during teaching intervals and at the end of the day.

- Infant Toilets
Mixed: Capacity for 4 students.
- Junior Toilets
Boys: Capacity for 3 students
Girls: Capacity for 3 students
- Senior Toilets
Boys: Capacity for 2 students
Girls: Capacity for 4 students

- Physical Education classes: They will be performed outdoor and keeping appropriate social distancing, which will be marked onsite. If an implement is used, this will be used individually, and it shall be disinfected before and after its use.

Feeding: Food and snacks during breaks shall be brought from home. They shall be consumed easily and they may not be shared. The food will be consumed inside the classroom before going out to break.

The food court and cafeteria will remain closed for students. There will be no lunch service for any level.

There will be no food for sale at school, and selling or sharing food between students and officers will be strictly prohibited.

If there is an instance for officers to have lunch, this will be under the cafeteria modality, with cold food served in individual sealed containers.

The dining-room use will be according to the corresponding capacity and to all cleaning and disinfection measures for spaces and utensils.

During classes inside the classroom:

- Students will enter the classroom keeping social distancing and respecting the pertinent signaling. Table location spaces will be defined.
- Thematic classrooms will not be used to decrease displacement as much as possible.
- The responsible of school entrance shall ensure that students clean their hands correctly, using sanitizer alcohol gel before they enter.
- When the day starts, teachers will remind students of sanitary safety measures, giving them roles, if necessary, to strengthen their fulfillment.
- Teachers will create greeting ways to keep social distancing.
- Teachers will indicate where sanitary gel alcohol dispensers are located, both inside and outside the classroom, so that students may use them.
- The teacher must ensure that doors and/or windows are open to promote venting.
- Before going to breaks and after coming back, teachers will remind students to go to sanitary gel dispensers and apply the product.
- Students will work individually and their materials (pencils, pens, scissors, rule, papers, etc.) will be for personal use.
- Students must use the face mask during all the school day. Teachers in charge are responsible of having students doing so in the classroom.
- Teachers must use face mask and shield (optional) during all the school day.
- In spaces for 'teaching intervals' (breaks), students may not use yard games and they must keep the social distancing, according to each yard signaling.

2. Teaching intervals between classes (breaks)

- Students will have a place and time defined for breaks, depending on their grade. They will be supervised to keep the corresponding social distancing.

| SPACE TO BE USED | GRADES AND TIMES |
|---|--|
| 1. Big court's first section | <u>PLAYGROUP TO JUNIOR</u> <u>(4th PRIMARY GRADE)</u> |
| 2. Big court's second section | |
| 3. Small court's first section | 9:45 to 10:00 |
| 4. Small court's second section | 11:20 to 11: 35 |
| 5. Art room's yard (roofed) | 12:25 to 12:45 (infant cycle only) |
| 6. Infant's yard | <u>JUNIOR TO SENIOR (5th</u> <u>primary grade to iv secondary</u> <u>grade)</u> |
| 7. Infant's yard enlargement (end of big court) | 10:25 a 10:40 |
| | 12:00 a 12:15 |

- In classrooms, windows must be open for venting and all students must go to the yard during breaks.
- After breaks, sanitizing with sanitizer gel alcohol and hand wash must be carried out. In the case of Infant and Junior Cycles, this will be supervised by the respective class teacher. In Senior Cycle, teachers will remind this rule permanently.

IV. MEASURES FOR A SYMPTOMATIC STUDENT INSIDE THE SCHOOL

If a student has symptomatology associated to COVID-19: He/she will be isolated from the class. Guardian will be called to make student's withdrawal as soon as possible from the corresponding grade exit/entrance door. This case will be monitored and an email will be sent to his/her grade with the measures suggested.

For a student suspected with COVID to return to school, an email shall be sent to: inspectoria@southlandschool.cl and the corresponding cycle Coordinator, indicating a negative PCR test.

1. PCR (+) Protocol

The General Inspectorate together with the Coordinators will be in charge of an acting protocol in suspected cases or COVID confirmation and will undertake the actions defined.

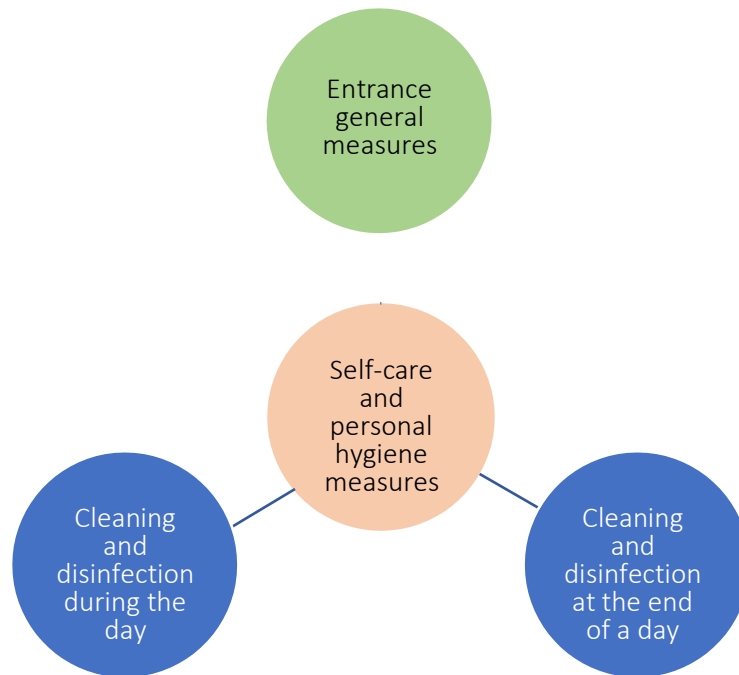
If a person confirmed with COVID is a:

- a. Person that has been in close contact with a member of the school community: He/she must follow a 14-day quarantine from the date of the last contact. Classes will not be postponed.
- b. Teacher or student, who attends the school during his/her transmissibility period (confirmed case): Classes will be totally postponed for 14 days.
- c. Person who has been in contact with someone who has COVID-19 (+), he/she must follow the 14-day quarantine, until a doctor authorizes him/her to come back to normality. A medical certificate will be requested, along with the PCR (-) test.
- d. Student or students from different grades, who attended the school during his/her transmissibility period: Classes with one or more cases CONFIRMED WITH COVID-19 (+) will be postponed.
- e. Teacher, co-teacher or a member of the management staff: Classes where he/she, CONFIRMED WITH COVID-19 (+) was present will be postponed.

Possible contacts will be identified, what may lead to class cancellation of the whole school, or just some grades.

In order to come back to school or classes, a medical discharge indicating PCR (-) test will be requested.

V. CLEANING AND SANITARY MEASURES PROTOCOL



1. Entrance general measures:

- Enter with your face mask put on correctly.
- Disinfect your hands with sanitizer gel alcohol at the entrance.
- Use sanitizing foot bath to clean your shoe soles.
- Check your temperature: In case of 37.1°C or higher, you may not enter the school.

2. Self-care and personal hygiene measures:

- Use your face mask and shield (optional) all the time.
- Keep your social distancing.
- Respect the capacity indicated in classrooms, toilets and spaces in general.
- Wash your hands frequently and use sanitizer gel alcohol.
- Promote keeping common rooms clean.
- In case that you have any symptoms or signs of Covid-19, or another virus, do not attend the school.