



# **GEMS FPS COVID-19 Return to School Plans**

**Academic year 2020-2021**

**KS2 (Year 3, 4, 5 and 6)**

Dear parents of KS2,

I hope you and your child(ren) have had a well-rested summer break and are looking forward to returning (or starting FPS) for the new academic year. It is going to be a pleasure to welcome you back and we cannot wait to see you ALL.

To ensure we return to school safely, please can I ask you to read this document. It provides important details about how we will be functioning when we return. We have worked to ensure that our systems always prioritise your child and maximise their educational experience. Please do get in touch if you have any questions once you have read this. You will find our contact details at the end of the document. There are some power points available. Please also have a look through these. Please note that Year 3 is separate to Year 4, 5 and 6 due to the different entry points.

Please note that Mr. Matthew Barret will join us in October in his new role as Assistant Principal for KS2. Miss Crawley and myself will work with him closely over the coming weeks to ensure he has a smooth transition to FPS.

Many thanks,



Ms. Lisa Wareing  
Deputy Head of School  
Line Manager KS2 ([l.wareing\\_fps@gemsedu.com](mailto:l.wareing_fps@gemsedu.com))



Miss Sasha Crawley  
Director of KS2 ([s.crawley\\_fps@gemsedu.com](mailto:s.crawley_fps@gemsedu.com))

Head of Year 3 – Mrs. Amy Jones ([a.jones\\_fps@gemsedu.com](mailto:a.jones_fps@gemsedu.com))

Head of Year 4 – Hannah Jones ([h.jones\\_fps@gemsedu.com](mailto:h.jones_fps@gemsedu.com))

Head of Year 5 – Emily Gallone ([e.gallone\\_fps@gemsedu.com](mailto:e.gallone_fps@gemsedu.com))

Head of Year 6 – Natalie Mead ([n.mead\\_fps@gemsedu.com](mailto:n.mead_fps@gemsedu.com))

## SUMMARY OF CHANGES

	What is the same?	What has changed?
<b>ENTRY &amp; PICK-UP PROCEDURES</b>	<ul style="list-style-type: none"> <li>A parent will still be able to bring students to school.</li> <li>A parent in FS1, FS2 or Y1 will be able to drop children to the classroom door.</li> <li>A parent for Y2 and Y3 students can walk children around to their drop off point.</li> <li>Parents will need to wear masks and adhere to school procedures.</li> <li>Parents can only be onsite for 10 minutes.</li> <li>All students and staff will still be thermally screened and temperature checked.</li> </ul>	<ul style="list-style-type: none"> <li>Only one parent per child is allowed on site.</li> <li>Parents must not enter school site and say goodbye at the school gate (except for FS and Y1).</li> <li>All of Year 5 will now be dismissed from outside the Primary Entrance.</li> <li>Signage – social distancing and signage has been updated to reflect the 1m expectation.</li> <li>Masks are still mandatory for all students above 6 years of age. However, face shields and transparent masks can be used by specific staff to support children (swimming coaches, teachers of younger age ranges and SEND support).</li> </ul>
<b>SCHOOL VISITS &amp; VISITORS</b>	<ul style="list-style-type: none"> <li>Visitors will still be allowed on site with an appointment, but only where face to face appointments are absolutely necessary. However, visits from parents are to be restricted where possible to prevent any spread from outside of school to children.</li> </ul>	<ul style="list-style-type: none"> <li>School will be able to host parents/visitors for performances and events; however, these will be strictly in line with Covid protocols and with evidence of a PCR test with 48-hour validity or of vaccination.</li> <li>ECAs, school trips and competitive sports will be gradually re-introduced to school in line with Covid protocols.</li> </ul>
<b>SCREENING &amp; EMERGENCY PLANS</b>	<ul style="list-style-type: none"> <li>Isolation rooms and areas will still be in use for suspected cases.</li> <li>School will still contact trace and move students to Distance Learning when they have been in close contact with a positive case.</li> </ul>	<ul style="list-style-type: none"> <li>Sanitisation protocols have been adapted so that we are adding in and targeting new areas – including changing rooms, additional cleaning for sports facilities and additional sanitisation for resources.</li> <li>We need full, up-to-date details and information for students and parents (phone numbers, emails, medical records etc.) in case of emergencies.</li> </ul>
<b>SCHOOL SET-UP &amp; ARRANGEMENTS</b>	<ul style="list-style-type: none"> <li>All classrooms will be set up to comply with or exceed social distancing and Covid regulations.</li> <li>Resource sharing will be limited.</li> <li>Bubbles will still be maintained between classes.</li> <li>Screens will remain for now as an added precaution between students, bubbles or groups.</li> <li>All materials and resources will continue to be sanitised between sessions, lessons and use.</li> <li>Prayer rooms, laboratories, kitchens, art rooms will still be allowed.</li> <li>Students can continue to come into school in PE kit on their PE &amp; ECA days to maximise participation time.</li> </ul>	<ul style="list-style-type: none"> <li>Social distancing has been reduced to 1m and so classes have been rearranged to have students able to work in groups of 3 – predominantly 1.2 meters apart.</li> <li>Cafeterias and breaktime spaces have been reduced to 1m.</li> <li>The auditorium and other spaces such as the 4D sensory room will now be able to open back up for groups. Assemblies will once again be held, alongside performances and events.</li> <li>Student ratios will depend on the designated maximum capacity for each room. The current maximum in any classroom is 27 students.</li> <li>Children in FS and Year 1 will be in bubbles of up to 15 students.</li> <li>ECAs, trips, sports clubs and residential/camps will be re-introduced as part of a phased return in our “safety-first” approach.</li> <li>Libraries are back in use under our safety-first approach to not share resources and continue to decontaminate books after use.</li> </ul>

## Resumption of operations

Your child's safety is our primary concern, and we are fully committed to supporting their health, well-being and continued academic development. That is why we will be taking a 'safety-first' approach to the easing of restrictions. Our re-opening plans have been verified by both the KHDA and GEMS Education, and they centre around three critical factors:

- 1) The safety of your children across all age-groups at FPS. We will be adhering to all Health and Safety regulations without exception.
- 2) The wellbeing of your children. We want them to be happy to be back at school, excited to see their friends and at all times feel safe and reassured that FPS is doing everything they can to keep them safe and provide them with a high-quality education.
- 3) To provide an outstanding education that is uncompromised by the changes in delivery. We will ensure that every lesson is supporting the progress of your children whether delivered face to face in the classroom or via our Remote Learning strategy, which achieved the highest rating of 'Developed' by the KHDA during Term 3. Alongside this, schools shall ensure staff presence in the UAE at least (14) days prior to their first day of work to comply with any UAE health requirements (quarantine, COVID-19 tests, etc.).

## Tips to support children during this phase

We understand that the new changes and starting the school year might make your children feel nervous about a return to school. There is additional, full guidance available on the website in the Return To School section about how to help. Also know that we will be sharing Covid updates, talks, activities and guidance with students to allow them to understand and be a part of the changes. For now, here are a few helpful tips:

- Speak to your children. Let them know that it is natural to feel anxious or nervous about returning to school.
- Have an open conversation about their anxieties and fears about the pandemic and reassure them about safety measures and precautions the schools will have in place to keep everyone healthy.
- Be honest about the changes that they will see at school. For example, the reduction in social distancing does not mean safety measures have gone away. There will still be a need to wear masks, sanitise regularly and keep socially distanced at all times (1m in class and 1m in canteens).
- Highlight positive aspects of returning to school, like being able to meet their friends and learning new things.
- Continuously check in with your children to evaluate their well-being when school begins.

## BACK-TO-SCHOOL PREP

### Two schooling options:

- We, once again, have permission from the KHDA to return 100% of students with our Blended Learning setup.
- We wish to return as many students as possible to onsite learning in the new academic year.
- In line with last year, we will be keeping our staggered start and end times, reduced movement around the school and the use of learning bubbles.
- Some parents will still prefer to keep children at home for medical or personal reasons. We will fully support these families with our Distance Learning offer, which will once again involve the use of live-streamed lessons.

- For Blended Learning, some onsite students may also access learning live-streamed. This will be on a rotation basis in small groups and is dependent on the number of students returning to face-to-face learning.
- Blended Learning will only ever be used to protect bubbles and keep safe social distancing where large numbers of students are returning to face-to-face.

### **Tuition fees:**

- Full tuition fees apply to all students, regardless of attendance and the learning model you choose to access.
- If you are facing financial constraints, reach out to the school's ELT team for advice or support.

### **BEGINNING AND END OF THE DAY**

- All access points will be designated as either an entry or an exit point to privilege one-way directionality.
- All students will still enter through main entry points where temperature checking equipment will be in place. This includes:

### **Students entering through Gate 6 from the back of the school site (The Villa entrance):**

- Students move through the gates (storing bikes, etc.). Students proceed to enter the back of B Block (the back of the swimming baths). Students will be temperature checked on entry to B Block and will then proceed to exit B Block and enter the school through their designated entry points (depending on year group).

## **Secondary & Primary entrance – Gate 6 The Villa**

Enter through Gate 6



Immediately, make your way onto site  
and into the auditorium.



### **Primary students entering Gate 3 (Primary Gate):**

- Gate 3 is designated for Primary pupils, as this entrance directs students and parents to move down the allocated walkways and access the separate Primary entrances and exits.
- There will be different and separate access for Year 3 (round the back of the EYFS/Y1 entrance – D block). Please see below. As you enter through Gate 3, please go left and follow the road round. *If you come in from the Villa entrance, please walk across the front of school, past the roundabout and then across the front of the building, turning right at the end.*



- There remains a third entrance for Years 4, 5 and 6. Y4, 5 and 6 only will use the Primary Entrance (middle of the front of school) and will walk in through the doors, immediately turn right and access their dedicated stairwell. Please see below. As you enter through Gate 3, please go right and follow the road down. *If you come in from the Villa entrance, please walk across the front of school, past the roundabout and then across the front of the building.*



- Y3 students will be thermal screened at their entry point and make their way (without parents) to their classrooms. Years 4, 5 and 6, once they have entered via the double doors, they will be thermal screened and make their way immediately into the stairwell, onto the first floor and into their classroom.
- At all entrance points, all authorised persons must enter one at a time and socially distance (as per the floor markings and signage). All authorised persons must enter wearing the appropriate personal protective equipment (PPE). The school will stock extra PPE to ensure all persons have the required PPE for entry.

- At all points, stickers on the floor and signage will highlight social distancing protocols.
- Every station will be crewed to control temperature checks (checking for symptoms and temperatures  $<37.5^{\circ}\text{C}$ ) and isolating students with temperatures above  $37.5^{\circ}\text{C}$ . There will be spare sanitisation materials (hand gels) and PPE equipment at every entrance point. Staff will also carry mobile hand sanitisers, be wearing full PPE, and have available additional spares to ensure they can further sanitise students as they enter the site.

### **Further entry details:**

- Entry/exit will be staggered to limit crossover between students arriving. The school site will be open from 7:15 am for all students – including those arriving by bus. Timing will be organised so students will be supervised by staff in classrooms as they transition into school.
- Contactless hand sanitisers are available at access points. Large sanitisers are also available for leaders and in offices. Additional automatic dispensers have been installed outside classrooms.
- Isolation areas close to access points have been set up for students who do not pass thermal screening and need to wait to be picked up by their parent/guardian.
- Staff will immediately refer students with COVID-19 symptoms (such as cough fatigue, shortness of breath, sore throat, runny nose and headache) to the school medical team for further screening and isolation as per guidelines.
- All staff and students (except those with medical exemptions and who are 6 years of age and under) are required to wear face masks at all times.
- All meetings should take place online. If there is critical need for in-person meeting, this should take place via appointment and be held in dedicated meeting rooms under strict Covid protocols - following safety checks to allow the individual on site, be time restricted, be in a sanitised designated space and with a confirmed member of staff. The room is to be sanitised afterwards and protocols to inform cleaning staff need to be followed.
- Only one family member or a guardian is allowed to enter the school facility for drop off/pick up his/her child. People with compromised medical conditions, including the elderly, should not come for drop off and pick up.
- Families drop off and pick up at designated areas and designated timings. There is no access to the rest of the school facility for family members and visitors. Family members have a maximum time limit of 10 minutes in the designated area to pick up/drop off with no crowding, maintenance of social distancing, and wearing of masks at all times.
- All meetings should take place online. If there is critical need for in-person meeting, this should take place via appointment and be held in dedicated meeting rooms under strict Covid protocols - following safety checks to allow the individual on site, be time restricted, be in a sanitised designated space and with a confirmed member of staff. The room is to be sanitised afterwards and protocols to inform cleaning staff need to be followed.

### **Start of the day timings:**

<b>Primary</b>
Y3 arrive 7:45am; finish 3pm.
Y4 arrive 7:45am; finish 3:10pm.
Y5 arrive 7:45am; finish 3:05pm.
Y6 arrive 7:45am; finish 3pm.

### **End of the day arrangements and times:**

The staggered end of the school day is to allow for safe dismissal and to ensure there is minimal cross over between groups/bubbles. Further specific guidance on how you can collect your children (particularly in Primary) are in the Mini School documents. With ECAs, the end times for these will be communicated separately and will be organised to allow a safe and staggered dismissal.

### **Transport safety measures**

- Children taking the bus will be scanned for their temperature immediately when they get on the bus. Anyone with a fever  $\geq 37.5^{\circ}\text{C}$  will not be allowed entry– parents will be contacted and the child returned to their parent/carer.
- Buses will be running at 50% capacity.
- To use the bus you must register with STS, accept their terms and conditions and Bus Behaviour Code, clear any outstanding fees and pay one month (September 2020) fees to confirm registration.
- No food or drink (other than water) can be consumed on the bus.
- Students must sanitise their hands when getting on the bus, and once before dismounting.
- Only one bus at a time may allow students to descend and enter the school premises. Students should wait inside their bus until all students have disembarked from the previous bus.
- Descending from the bus should be done in an orderly fashion, row by row, and respecting social distancing.
- Each bus is required to have at least one bus monitor to check students' temperatures, dispense hand gel, tend to students who require assistance, and usher them when disembarking.
- Students will be assigned seating, with the same seating assignments maintained daily.
- Students will be temperature checked a second time on arrival at school and before leaving the bus - allowing them to exit the bus and then move across the green, directly to their designated entry points and into class from the back of school.
- For further information, please contact STS.

### **If your child becomes sick – Screening & Contingency/Emergency Plan:**

If a stable case of illness is detected amongst visitors or staff presenting **COVID-19** symptoms (fever ( $\geq 37.5^{\circ}\text{C}$ ), cough, body ache or fatigue, shortness of breath, sore throat, runny nose, diarrhea and nausea, headache, or loss of sense of smell or taste) the Medical Team will be contacted straight away to assess the individual and move them to the isolation area.

The CEO, Head of School and MSO will then be informed accordingly. A designated isolation area has been set up in the swimming pool changing rooms, to provide adequate space, sinks, seating and isolation areas should an individual display any symptoms.

In the case of a child displaying symptoms, they will be accompanied by a staff member to the isolation room, where the medical team will support the child and follow the school's COVID identification flow chart. Parents/guardians of the child will be notified immediately and the patient will be referred to hospital to take the necessary action or referred for a PCR test.

Depending on hospital advice or PCR test outcome, any individual displaying symptoms should not return to school until a negative PCR result is obtained.

If the result is positive, and there is a clinical assessment of a probable COVID-19 case, the patient should complete a mandatory 10-day quarantine.

If the result is negative and there is no clinical assessment for a probable case, the child can resume schooling so long as they are symptom-free.

If the result is positive, contact tracing protocol is triggered and the school will work with the DHA to identify any individuals who are considered close contacts of the positive case.

Contact tracing includes any individuals who have been in close proximity of a positive case for longer than 15 minutes. This includes up to 48 hours before the onset of symptoms or the positive PCR test. Any individual who is contact traced, must complete a mandatory 10-day quarantine.

In cases of COVID-19 emergency, the school will follow their endorsed guidelines for emergencies by the school's qualified nurse/ doctor while wearing adequate personal protection equipment. Also, the health and safety in-charge will ensure that the child is accompanied by an adult wearing the full PPE when transported to home or to the hospital. Emergency PPE kits are kept in the medical room and the CEO/Principal's office for the medical staff and the CEO/Principal and Head of School. Measures for disinfection will be taken as per the guidelines, for the classroom and the school premises used by the child as traced, and the holding isolation room where the staff and students will wait for their transportation.

## **TEACHING AND LEARNING**

### **Class sizes and grouping/general:**

The school will be split into learning bubbles. Bubbles are arranged in age-specific groups.

Each class within each bubble is kept isolated from other classes in the same bubble.

In KS2, we have allocated an occupancy capacity to our classrooms. This, in line with social distancing guidelines and our safety-first approach is 27. There is flexibility for change within classes; however, where any class size exceeds this limit, we will look to move students to access Blended Learning in the dedicated Blended Learning Plazas set up throughout the school. Specialist teachers will move to teach the children in their class bubbles for all lessons except Arabic, Islamic and PE. The children will continue to participate in specialist PE lessons, where social distancing is observed. Students will be able to receive swimming lessons. Days, times, details and protocols will be communicated to you shortly. As restriction ease, we will continue to allow children to access specialist resources and equipment in other rooms throughout the school, as long as it is in line with guidelines and protects the integrity of children's class bubbles.

At any and all movement points within the day, students are sanitised before leaving the classroom and the classroom is sanitised before the arrival of the next class. Students move through common areas that are sanitised throughout the day by cleaning staff. All students are sanitised prior to moving into their new learning space and the learning space has already been sanitised. This ensures the safe movement of students within their learning bubble. Movement timings are staggered to prevent cross-contamination and the school is fully compliant with signage and social distancing guidance to ensure students remain socially distanced. Leadership and teaching staff have designated duty points where they will be enforcing social distancing and supporting the movement of students in between lesson changeover.

For Distance Learners or students accessing Blended Learning in a Blended Learning Plaza, lessons will be live streamed so that all students will be able to access lessons and teacher support in 'real time'. The students and

staff are experienced and confident with the platforms we will be using and showed great maturity using them last year. Therefore, we know we can rely on this system and that it will be accessible and successful for all students. **KS2: Microsoft Teams and Seesaw**

### **Transition Areas:**

- School has carried out an inspection of the premises and planned a circulation map of the campus (see website for entrance and exit details). Each Mini School has published their own information for students on how to enter and exit school.
- One-way circulation has been privileged and marked through floor/wall markings. Paths are clearly marked throughout school to support social distancing, minimise crossovers and control student movement around school.
- Easy-to-understand signage (signs, arrows, colour signals in line with GEMS policy) has been ordered and installed throughout school at agreed, designated points.
- Bottleneck areas have been identified (entry to classrooms, entry to bathrooms, entry into narrower hallways, etc.). Here, signage is in place to demarcate queuing and social distancing. Access to these areas is also timed and staff have been allocated duties to man these areas during changeover and support social distancing.
- Timings for breaks have been adapted to limit crossover between classes and to minimise congestion in hallways and other circulation zones. Primary break and lunchtimes will initially, until the weather cools, take place in the classrooms. These will be supervised by the class teacher and the class teaching assistant. Secondary will have fixed spaces allocated around school that are set up with social distancing but also to give the chance to socialise.
- Classroom doors will remain open when possible (i.e. unless a fire hazard) to increase ventilation, entry/exit flow and avoid touching of door handle/knob, etc.

*Students of Determination will be provided with clear guidance, differentiated as appropriate, to ensure the safe movement of themselves and others around the school site. Adaptations to the protocol may be required to meet any specific needs of the individual; however, these should not result in increased risk to themselves or others.*

### **Blended Learning**

- For Year 2 and the rest of Primary, students will either work with additional adults in focussed groups or interventions outside of the classroom, access live streamed lessons from one of our dedicated Blended Learning Plazas.

### **Students of Determination**

- Students of Determination will be fully supported when they come back to school. As students join back individual plans will be put in place for those students who need extra help and guidance. Students with Learning Support Assistants will still be fully supported by their Learning Support Assistant.
- The school aims to keep students in the common learning environment as much as possible but depending on need. We will also supplement this with access to live lessons alongside personalised provision in other dedicated spaces where it will enhance and support learning.
- Intervention Classes will keep students in their learning bubbles. Support will be delivered both in class and out of class. All intervention and support will maintain social distancing guidelines.

### **Classrooms:**

Classrooms will be set up according to the following standards:

- Hand-gel dispensers have been installed across school. They are outside every classroom and contactless for Primary, and outside every classroom and manual dispensers for Secondary.
- Teachers will also have access to smaller dispensers to carry on their person at all times, and there will be additional, portable, manual dispensers in every classroom, which staff can use (wearing PPE) with students.
- A sanitisation kit will be made available to every teacher in every classroom. This will include a box of disinfectant wipes. Dispersal disinfecting sprays and disposable wipes will be placed on every teacher's desk (and regularly stocked). These will be used at the start and end of every lesson to disinfect all seats and tables.
- Workstations will be arranged so that students are socially distanced. This has been reduced to 1m. However, in almost all of our classrooms and with our seating arrangements, students are 1.2m apart.
- The removal of reading corners and reduced furniture and furnishings in classrooms – in line with KHDA requirements.
- Shared tables will be demarcated so that it is clear where students should be seated.
- Students have separate storage and equipment for their personal use.
- Physical see-through barriers/partitions will be used in classes and larger spaces (i.e. the auditorium, converted cafeterias, converted gym/dance studio).

### **Recreation/Play Areas:**

- Students are encouraged to take regular supervised breaks (outdoors where possible and when the temperature is in line with our safe play policy). Break times will be staggered and in allocated spaces to avoid bubble mixing.
- As the recreation space is large enough to host multiple groups, this will be done, but under the strict supervised separation of groups. High-traffic playground equipment is to remain off-limits for now.
- Hand gel dispensers and disinfectant wipes should be made available in the vicinity and staff will have portable hand gels on their lanyards.
- Students of Determination will be appropriately monitored and supervised to ensure appropriate physical distancing whilst outside to ensure the safety of themselves and others.

### **Libraries:**

- Libraries will remain under restricted access. Students will access the library in timetabled, small groups. Additional online resources and eBooks are available. A mobile library service will remain in use where a member of staff will deliver books to the classrooms. All books and resources will be strictly quarantined and sanitised when returned before being brought back into use for other children.

### **Sports Facilities:**

- All students are highly encouraged to participate in non-contact sports to maintain their health and well-being.
- Contact sports will be adapted or limited for the initial re-opening period under our safety-first approach. Individual sports (yoga, dance, jump rope, running, cycling, track & field not including relays, etc.) may be practised. The school will update parents on sports, ECAs and competitions separately. Authorised sports will preferably be practised outdoors if and when the weather allows, but will be indoors during the return to school - in line with school's weather and play policies.

- On their designated PE days, students will be required to come in wearing their PE kit. The swimming pool is open and we have plans in place for a safe, phased re-opening. These will be communicated separately to year groups.

### **Cultural Facilities:**

- All students are highly encouraged to participate in cultural activities to channel their creativity and maintain their well-being. Cultural activities that are part of the curriculum and will take place under Covid protocols and social distancing. Shared material will be avoided, minimised and/or disinfected before and after use.

### **Special Events (Assemblies):**

Large assemblies are permitted, but under strict protocols. We will be keeping students in their bubbles and will communicate to parents when and how they will be able to attend.

Under updated guidance, certain gatherings and events will now be allowed as long as they follow the school's strict criteria and DHA policy. These will be communicated separately to parents.

Students of Determination will be provided with appropriate support as outlined on their IEP to participate in all school activities on an equitable basis as their peers. Where health and safety needs prevent this, alternative provision must be outlined on the IEP.

### **Lunchtimes:**

**Primary** – will eat in their bubbles in their classrooms and will be supervised by teachers and TAs.

### **Food and Beverages:**

- Following discussions with GEMS and the KHDA, the school is asking parents to send individual packed lunches with students to reduce the risk of infection for the time being. We are working on plans to re-open access to Slices and prepared food on site. This will not be for all year groups at first, and so we will communicate this directly with effected year groups. Catering facilities will continue to be reviewed every half term.
- KS2 – will keep their personal belongings in trays in their classrooms and at their personal desk.

### **Staff and student well-being:**

FPS has a comprehensive well-being curriculum and calendar in place which has been adapted and evolved to accommodate Distance Learning. This involves work with teachers and in classrooms, as well as in conjunction with school counsellors. The school has created additional capacity in this area to support the school community (both students and staff) with the ongoing pandemic and any issues.

*Counsellors and well-being support staff have appropriate knowledge of how to communicate with Students of Determination and demonstrate an understanding of their unique circumstances. Students of Determination may be more emotionally vulnerable as a result of the COVID 19 situation and this may impact negatively upon their emotional health and well-being.*

### **Communication:**

- Transparency is of the utmost importance in tackling COVID-19. FPS has developed a parent communication plan and is committed to keeping our parents as informed and up-to-date as possible.
- The school will regularly communicate with parents and update them regarding the return to school and our plans.
- Communication will be maintained on a weekly basis (i.e. update emails, newsletters, Principal's message, formal letters etc.) to keep them abreast of progress, and to remind them of their role in keeping their children safe.
- At the end of summer, and before the return to school, we will inform parents of our COVID-19 incident management process in addition to all of the safety measures that have been implemented at school.

*For parents of Students of Determination, it may be necessary to communicate more frequently regarding issues that may arise. It is advisable that one person, in liaison with the Principal, takes responsibility for any additional communication from the school to the parents of Students of Determination. This may take the form of a Home-School Diary, Daily Planner or daily email communication. This should not, however, replace all other home-school communication.*

### **Guidance on signage to be strategically placed around the school premises:**

In addition to floor and wall signage to indicate directions, waiting areas, social distancing, etc., informative posters will be placed in strategic places to remind all students and staff of relevant behaviour (i.e. how to wash hands properly, etc.). We will also have dual language signs in English and Arabic placed at entry points into school (outlining procedures and expectations) as well as no seating signs and guidance.

### **Ongoing actions:**

As we work with schools across Dubai to create the safest possible environment for our children, we will also rely on your vigilance to ensure that the risk of COVID-19 transmission is minimised outside of school. To this end, you can support by:

1. Ensuring that you limit your and your child's potential exposure to COVID-19. This means staying away from crowded areas and avoiding large gatherings.
2. When you leave your home, ensure that you and your family members wear a mask and maintain social distancing as directed by UAE's public health authorities.
3. If your child is participating in extracurricular activities or play dates, please ensure that they follow hygiene and social-distancing measures diligently.
4. If your child experiences COVID-19 symptoms such as cough, fever or breathlessness, do not send them to school, and seek immediate medical care.
5. Teach your child the following prevention techniques to safeguard themselves and others:
  - Follow social distancing guidelines.
  - Covering their mouth and nose with a tissue/paper towel when they cough or sneeze and throwing used tissues in the trash immediately.
  - Coughing or sneezing into their elbow if they don't have a tissue.
  - Washing hands with soap for 20 seconds multiple times during the day.
  - Remembering to wear a mask when stepping outside the house.