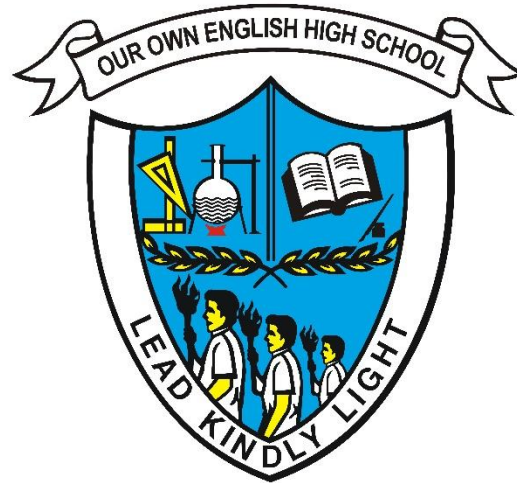


OUR OWN ENGLISH HIGH SCHOOL, SHARJAH(GIRLS)



SCHOOL REOPENING READINESS PLAN

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Introduction

- As we approach the beginning of a new term we hope to welcome the students back after a relaxed and well deserved summer break.
- The Distance learning Programme has been very successful and has been rated by SPEA as 'Developed' in the recently conducted Distance Learning Review. We are now working towards preparing a safe and healthy environment in keeping with the SPEA guidelines for reopening schools in September.
- The safety and well -being of all our stakeholders has always been a priority at Our Own Sharjah and we will ensure that all the necessary steps are taken to provide the highest levels of sanitization and cleanliness.
- We have produced this School Readiness Plan in accordance with the approved school plan by SPEA and the protocols for the Reopening of Private Schools in Sharjah issued by the authorities. The protocols have been designed to ensure the health and safety of everyone at school when the academic year starts, while giving schools flexibility in implementing them. School Readiness Plans ensure that schools have procedures in place to safeguard the continuity of operations and the safety of everyone in the building.
- It is possible that the Protocols for the Reopening of Private Schools will change or be added to over the coming months. Therefore, please note that this School Readiness Plan is not a static document and may need to adapt over time to reflect any changes in the school situation or new directions.

Few Tips to support your children during this Phase

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- Speak to your children about COVID-19 and 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 returning to school 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, such as the need to wear masks and inability to be close to all of their friends and teachers.
- Explain to the children that they will play an essential role in keeping themselves and their community healthy by wearing a mask, maintaining social distancing and washing/sanitising their hands.
- Highlight the positive aspect of returning to school, such as being able to meet their friends and learning new things.
- Continuously check in with your children to evaluate their wellbeing when school begins.

Procedures for school reopening and managing the risks associated with COVID-19

1. School COVID-19 Task Force
2. Testing of staff and students prior to joining the school
3. Students arriving and leaving school
4. Transport safety measures
5. Physical distancing procedures
6. Personal Protective Equipment Requirements (PPE) and hand washing
7. Cleaning and hygiene procedures
8. Maintenance
9. Student and Staff Travel
10. Medical procedures

1. School COVID-19 Task Force

- School has created a COVID-19 Task Force which includes members from the following departments within the school concerned for: building & facilities, health & safety, school clinic medical staff, communication and partnerships with parents, student affairs, human resources and school academic affairs (curriculum and teaching).
- The School COVID-19 Task Force would be responsible for all the precautionary measures for the schools' reopening.

2. Testing of staff and students prior to joining the schools

- In collaboration with the health authorities in Sharjah, all students, teachers, and staff of all private schools will be tested for COVID-19 in advance of physically joining the school.
- This very important initiative, which is undertaken by the UAE Government to ensure the safety of students and school staff, might continue at different times during the remainder of the academic year in which regular testing of students, teachers and other staff members will be conducted.
- SPEA will communicate with all private schools any further related updates from the concerned health authorities in this regard.

3. Students arriving and leaving school

- Students will arrive and leave the school at the determined start and finish time.
- Staggered start and finish times, based upon year groups is planned to further reduce the risk of larger groups.
- One designated drop off and pick-up area is identified within each school.
- Access to the rest of the school is not be permitted. School has implemented a detailed traffic management plan to ensure the safe drop off and collection of students. Trained security personnel will be present at school to support traffic flow and ensure health and safety measures are adhered too.
- Upon arrival at school, students will pass through a number of designated entrance points. The entrance points will be fitted with thermal imaging cameras, which will record each student and staff member's temperature.
- For those persons with a temperature above 37.5°C, they will be moved to the designated segregation zone for a second test by a handheld scanner. If needed, they will be moved to a pre-approved isolation area to be processed as per the protocol.

4. Transport safety measures

- Children taking the bus will be scanned for their temperature on the bus. Anyone with a fever $\geq 37.50\text{C}$ will have their parents will be contacted and the child will be returned to their parent.
- Buses will be running at 50% capacity.
- To use the bus you must register with BBT, 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 BBT.

5. Physical distancing procedures

Physical distancing in classrooms

- Classrooms will be set up to accommodate reduced capacity. Student desks will be set at a safe distance apart (1.5 meters);
- Teachers will be positioned at the front of the classroom area, at a distance of 1.5 meters
- All staff members will wear suitable personal protective equipment throughout the duration of the school.
- Learning groups will be stable with no mixing of groups. No swapping of chairs and tables will be allowed.
- Students and teachers must bring their own exclusive stationery items, devices or gadgets (i.e. laptops, tablets, headphones, etc.). Student must not share their stationery.

Physical distancing in corridors

- Safety markings will be set up throughout corridors, the markings will dictate safe distances of 1.5 meters. Students will be monitored to ensure strict adherence.
- Staggered break times will be arranged

Physical distancing in canteen

- Students will be encouraged to bring healthy food from home while alerting them not to share it with others
- The school canteen will be closed till further notice
- Water dispensers / coolers have been put out of service. However, water can be dispensed via vending machines @ AED 1.

Prayer room-Muslim students must bring their own personal prayer mats to pray in the Prayer rooms. A safe distance of 2 meters should be kept in prayer rooms and students should be wearing the masks in the prayer room.

6. Personal Protective Equipment Requirements (PPE) and hand washing

- Students of Grade 1 and above are required to bring a minimum of two (2) masks each to school per day, for their personal use.
- Hand sanitizing stations will be set up throughout the school, students will be encouraged to wash their hands and sanitize at regular intervals through the day.
- Face shields are encouraged during meal breaks when masks need to be temporarily removed.
- Students will be required to replace their masks following the lunch break.
- Students with medical conditions are exempted from wearing a mask with a medical certificate only, and they should wear face shields instead.

7. Cleaning and hygiene procedures

- Frequent touch points, including door handles, light switches, handrails, taps, sinks, toilets etc. will be regularly cleaned and sanitized.
- A thorough cleaning and sanitization of the school will be conducted at the end of each week.

8. Maintenance

- All maintenance works within schools are conducted by an approved third party
- Regular planned preventative maintenance activities will take place, in line with
- any authority requirements.
- Regular cleaning and sanitising of AC systems will take place across schools
- All maintenance teams will adhere to the requirements determined by GEMS
- and the relevant authorities, this includes, daily temperature checks, PPE
- requirements, hand washing standards etc.
- All contractors and vendors will be issued with a set of requirements which they
- must adhere to..

9. Student and Staff Travel

- Any staff or students who travel must adhere to the UAE authority requirements, including any self-isolation and testing requirements
- Travel declaration forms will be required for all those who travel; these must be submitted to the school prior to travel occurring.
- Anyone displaying any Covid-19 symptoms when returning from travel must not come to school, ensure they notify the school and self-isolate.

10 . Medical Procedures

- If a student is suspected of being a positive Covid-19 case, they will be immediately removed to the school isolation room.
- Only the school medical and emergency services team are permitted to enter the isolation room, full PPE must be worn when entering the room.
- The students' parents will be contacted immediately by the school doctor and the required authorities will be notified.
- The school will strictly adhere to the health authority requirements for managing and transferring any suspected cases of Covid-19
- All areas which may have been accessed will be thoroughly deep cleaned and sanitized following any suspected cases. These areas will be closed immediately until the deep clean is completed.
- Tracing will be conducted to identify those who may have come into contact with the student or staff member. Health authority requirements will be strictly adhered to, this may include additional testing and isolation of persons who have come into contact with a positive case.
- The student should not return to school until the PCR result is obtained. If the result is negative and there is a clinical assessment of a probable COVID-19 case, the patient should complete a 14-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.

Support for 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.
- 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.
- Support will be delivered both in class and out of class.
- All intervention and support will maintain social distancing guidelines.

Contact Details for additional information

Sno	Name	Role	Email
1	Asma Gilani	Nominated Governor/Head Teacher	asma.g_oos@gemsedu.com
2	Zahid Rehman	HSO - Health and Safety Officer	zahidur.d_oos@gemsedu.com
3	Hemlata Thawani	Designated Safeguarding Lead -DSL	hemlata.t_oos@gemsedu.com
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Thank you

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We see *genius* in every child