



ইউএসসি স্কুল
UNACCO SCHOOL
Excellence in Education

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POST COVID-19 SCHOOL REOPENING SOP

“PREVENTION IS BETTER THAN CURE”

1. REOPENING SCHOOL IN A SAFE MANNER

- a. A clear, sensible list of Do's and Don'ts for our school to be displayed outside the entry gate as per School Education Department on safety precautions in the school.
- b. RPS ensures availability of liquid soap/sanitizer and clean water for students, teachers and support staff, where necessary.

2. SCHOOL ENTRANCE

- a. Thermal scanner would be placed at entrance to check body temperature before entering school premises.
- b. Alcohol hand-rub/hand sanitizer at the entrance of each gate to ensure hand sanitization.
- c. Allow only one child at a time to enter through the gate.
- d. Follow same protocol with any other outsiders/guests/visitors.
- e. Check body temperature and sanitize hands of students before leaving school premises as well.
- f. Parents should drop the children at the gate and pick up.
- g. No vehicle/car of parents would be entertained in the school compound.

3. CORRIDORS (HOUSE KEEPING DEPARTMENT)

- a. All indoor areas such as lobbies, corridors & staircases, security guard booths, classrooms, cafeteria to be mopped with a disinfectant of 1% sodium hypochlorite every 4 hours.
- b. All support staff to be in protective mask including heavy duty gloves while cleaning.

4. HIGH CONTACT SURFACES

Notices are being placed throughout campus on frequent wash, ban on spitting, social distancing norm, strategies to emotionally bond/connect & online learning.

5. **RELOOKING AT STUDENT LEARNING OUTCOMES, SYLLABUS AND EXAMINATIONS**

- a. As this will be a truncated year, learning outcomes and syllabus have been suitably revised for all classes as per guidelines of CBSE/State Education Department. Practical classes would be given more importance.
- b. Key learning outcomes for each class must be defined

6. **SCHOOL ASSEMBLY & OTHER EVENTS**

- a. No Assembly or any other CCA would be conducted.
- b. Parents Teacher Meeting would be conducted on-line through Video Conferencing. Test results would be published on Website.

7. **CLASSROOM TEACHING**

- a. We ensure teachers maintain 1.5 metre distance while teaching. For this purpose, lines are being drawn on floor.
- b. We ensure teachers mandatorily sanitize hands, wear face-shield before entering classrooms and carry their own chalk sets, markers, registers, diaries, etc.
- c. We ensure all students bring own notebooks & stationery items covering with plastic for ease in cleaning and longevity.

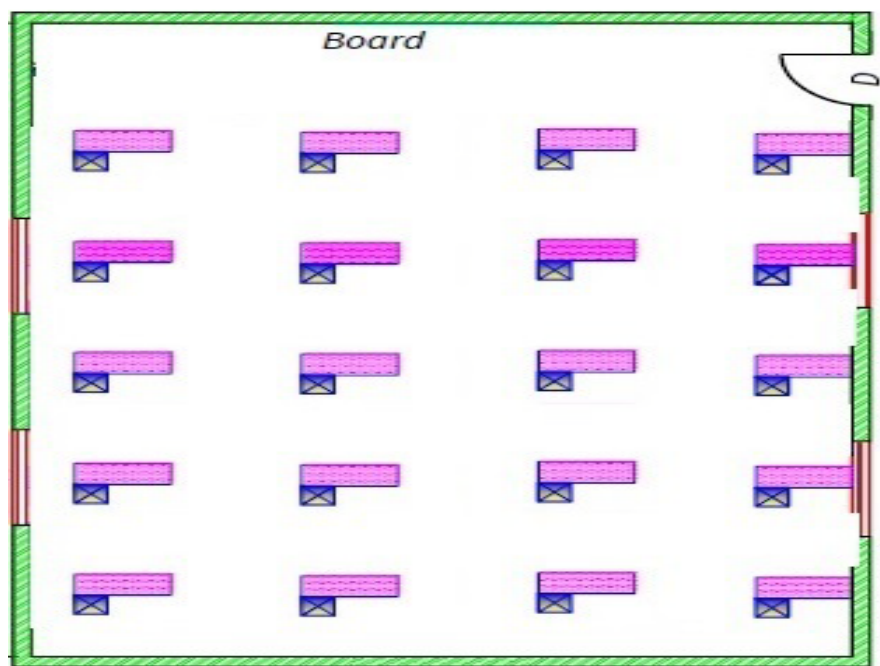
8. **CLASSROOM ACTIVITIES**

Activities that involve physical contact would be avoided.

9. **CLASSROOM SEATING AND BREAK**

- a. We ensure seating is such that at least 1.5 m distance is maintained.
- b. School bell would ring after every 2 hours to wash hands in a phased manner to avoid overcrowding.
- c. There would be **No Break Time.**

Class Room Seating Arrangement



10. TOILET & BATHROOM HYGIENE

- a. We ensure plenty of running water in toilet complexes for washing hands.
- b. We put adequate liquid soaps/sanitizers in washrooms.
- c. We ensure toilet pot/ commode, commode lid, toilet floor, taps & fitting, soap dispensers and other items or spaces are cleaned by applying cleanser appropriately according to norms.
- d. We ensure all students maintain social distancing while using urinals in gents toilets.
- e. All the students are required to bring their own hand sanitizer.

11. DRINKING WATER & OTHER HYGIENE

- a. We ensure all drinking water points are safe. No chilled water to be served.
- b. Kids should be encouraged to bring their own water bottle and cap.

12. MEDICAL SURVEILLANCE

- a. Our infirmary is fully equipped in case student(s) develops symptoms within school hours.
- b. We would check status regarding COVID-19 testing & cases in families of students & staff.
- c. We maintain medical history of all students & staff especially regarding diseases hampering immune system/immune-compromised diseases.

13. SUPPORTING TEACHERS

Teachers will be central to bringing normalcy back in a difficult time. Therefore all our teachers are being trained.

14. SURVEILLANCE BY TEACHER

- a. All teachers would look out for symptoms such as irritation, temperature, coughing, tiredness and fever among students.
- b. Teacher would maintain and analyze record of absenteeism.
- c. Office would maintain updated database of parents contact numbers for emergency.

15. SURVEILLANCE BY HEADS/CEO

- a. We ensure downloading of government mandated apps etc among staff time to time.
- b. We undertake awareness campaigns in community.
- c. We digitize records to ensure quick search for required documents in case of urgency.
- d. We conduct on-line meeting among parents/students to ensure all members following precautions and guidelines.

16. MISCELLANEOUS

- a. Training and sensitize support staff on disinfection and disposal of items are in progress.
- b. Advising to all parents to ensure students wear masks or covers face through cloth while inside school premises.
- c. We ensure parents sign undertaking to confirming that their family member has not tested positive if there is a case, then the child is not permitted to come to school.
- d. A symptomatic positive COVID-19 family being advised not to send children to school.
- e. Parents are being required not to send the student to school if any symptom of COVID-19 has been found in the child.

“Unacco is determined to bring normalcy back”

Note: This is an internal document for Unacco School management, staff, students and parents. It is meant for internal circulation and would be updated time to time