



Sanitising and Mask Protocol

1. Entry to The School

- 1.1 Students and Staff will be sanitized on entry to the School at the sanitation points
- 1.2 A Temperature check and screening will be done
- 1.3 Branded masks will be available for sale at the sanitation points by the staff manning the points when each child returns to the School
- 1.4 Each name must be ticked off when the student receives the mask – class lists will be provided
- 1.5 Completed class lists should be handed to the respective registrar- the administrator will collect for record and reference purposes
- 1.6 Staff at the sanitation points must wear masks and gloves at all times
- 1.7 The non-contact thermometers must be sanitized and handed in at administration after the students have arrived each morning, ready for use the next day
- 1.8 Please let administration know if the batteries are flat so they can be replaced

2. Sanitization in classes

- 2.1 Students and staff need to wear their masks whilst in class and outside on the playground or during breaks
- 2.2 Breath- breaks will be observed as determined by the the class teacher
- 2.3 Students must sanitise their hands when walking into class especially after snack, bathroom or ground breaks
- 2.4 Any used dirty tissues must be flushed down the toilet and not disposed of in the dustbins
- 2.5 Bins are provided in the Sick Bay or Reception for any used masks or gloves to be incinerated
- 2.6 Students are encouraged to bring at least one spare mask to School daily and carry a sanitary bag for a soiled mask. Any mask that is dropped on the floor is wet or soiled and must be changed
- 2.7 No sharing of masks is allowed
- 2.8 Spare surgical masks will be available in the sick bay only if needed
- 2.9 Classes will be deep- cleaned at the end of each day
- 2.10 There will be a roll of paper provided per class - the children are required to wipe down their desks with sanitizer at the end of each day

2.11 These paper towels can be disposed of in the regular bin provided

3. Sick Bay

3.1 The sick bay will be off limits to the students as they may not leave their classroom

3.2 If there is a child who may be injured or needs attention, please alert admin and we will come to the student with a First Aid kit

3.3 Any child who is "sick" or has a fever will be taken to the isolation room and sent home

3.4 The ambulance/parents will be called if there is an emergency