

MAHARAJA AGRASEN MODEL SCHOOL, CD-BLOCK, PITAMPURA, DELHI

Circular No. MAMS/2021-22/25

August 31, 2021

CIRCULAR (IX to XII)

Dear parents and students

You are requested to note and ensure that written consent from parents/guardians is mandatory to allow students to attend school with effect from September 01, 2021 (XI & XII) and September 02, 2021 (IX & X).

Students should attend the school in the proper school uniform.

Following generic preventive measures need to be observed by all (teachers and students) in the school at all times.

- (i) Physical distancing of at least 6 feet to be observed.
- (ii) Use of face covers/masks is mandatory. Students and teachers are advised to carry an extra mask.
- (iii) Frequent handwashing with soap (for at least 40-60 seconds) even when hands are not visibly dirty.
- (iv) Use of alcohol-based hand sanitisers (for at least 20 seconds) can be done.
- (v) Respiratory etiquettes to be strictly followed. This involves the strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing of used tissues properly.
- (v) Self-monitoring of health by all and reporting any illness at the earliest.
- (vi) Spitting shall be strictly prohibited.
- (vii) Installation & use of Aarogya Setu App is advised.

Please ensure that student(s) do not attend the school if:

- (i) She/he has come in contact with any COVID patient in the last 14 days.
- (ii) She/he is suffering from fever or flu-like symptoms or any symptoms of COVID.
- (iii) His/her residence is in the containment zone.

We ensure that the school would follow all the precautions for the welfare and safety of the students.

Looking forward to your kind cooperation
Warm regards
Dr Pratibha Kohli

Principal

Standard Operating Procedure(SOP) for Permitted Activities in Schools for Classes X to XII & for Health Related Activities

This SOP outlines various precautionary measures to be adopted in addition to the specific measures to be taken while students of classes 10th to 12th visit the schools for permitted activities.

1. Safety Guidelines

- i. No symptomatic student/staff to be allowed on the school campus.
- ii. Mandatory Thermal Screening at School Entry Gate.
- iii. Compulsory hand sanitization at entrance of school, Classroom, Labs and Public Utility etc.

2. School Readiness

HOS to ensure thorough sanitization of the school premises and ensure availability of key supplies like thermal scanners, disinfectant, soap, mask, etc.

3. Preparation and Guidelines for Permitted activities.

- i. Students, teachers and employees living in the containment zone will not be allowed to come to school.
- ii. Heads of Schools to plan specific schedule as per capacity/occupancy limit of the classroom/Labs following COVID appropriate behavior.
- iii. The school schedule may be staggered to avoid crowding at the school's main entrance/exit gate. Head of School is also advised to use both the gates to avoid the crowding at the entry and exit.
- iv. There should be a gap of at least 01 hour between exit of last group of Morning shift and entry of the first group of Evening shift in double shift schools.
- v. Children may be guided not to share books, copies and stationery items etc.

4. Parental Consent

The Head of school should ensure that students visit the school with written consent of their parents.

5. Counseling/Guidance Programme

- i. On campus counseling/ guidance of students and teachers to be conducted to give emotional / trauma support for their readiness with new normal of stringent physical distancing, face mask guidelines and hygiene guidelines.
- ii. Detailed guidelines, regarding COVID Appropriate Behavior (CAB) from school authorities, to be given as handouts to students / parents.

6. Regular Sanitization of School and Common Spaces

- i. Increased facility for cleaning and sanitization especially in common areas and high touch surfaces.
- ii. Proper and regular cleaning and sanitization of class rooms.
- iii. Provision for adequate soap (solid, liquid) and running water in all washrooms.
- iv. Key supplies of thermal scanners, sanitizers, disinfectants and masks etc.

7. Daily Symptoms Check Guidelines

Most People with COVID-19 are asymptomatic and those with symptoms have reported a wide variety - ranging from mild symptoms to severe illness. These include:

- Fever or chills (>99.5 F)
- Cough
- Shortness of breath or difficulty in breathing
- Fatigue
- Muscle or body aches
- Headache
- Loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

If a student or staff member displays any of the above symptoms whilst at the school, they should be moved away from other people and into an outdoor / well ventilated space/ quarantine room.

8. Quarantine Room

The Head of school should ensure availability of a Quarantine Room in the school in case of any emergency.

9. Face Mask Guidelines

- i. All members of school must wear a mask in the proper way.
- ii. Provision of availability of spare masks.

10. Physical Distancing Guidelines: It is advised that school authorities have to maintain physical distancing at all times by ensuring that students do not assemble or gather near entry/exit gates while visiting the school.

11. Campus Guest Policy

Routine guest visits should be discouraged. However, during emergency, parent's visit with proper **COVID Appropriate Behavior (CAB)** protocol may be permitted.

12. Awareness Drive

- i. Posters / standees on preventive measures about COVID19 to be displayed prominently
- ii. Earmarking different lanes for coming and going.
- iii. Displaying posters/ messages at all prominent places like classrooms, washrooms, parking, entry and exit etc. to ensure **COVID Appropriate Behavior (CAB)** like physical distancing and mask guidelines etc.