



GEMS

مدرسة جيمس البرشاء الوطنية
Al Barsha National School



GNS REOPENING READINESS PLAN



INTRODUCTION

Over the summer, the GNS team have been working hard to develop guidelines to ensure a safe return to school for our students. Our team have been working diligently on developing a thorough school reopening plan that secures all Health and Safety measures are in place, in a format that best serve our students' and families' needs. I am pleased to inform parents that our plans have now received KHDA approval.

We have developed a blended learning model with full-time face-to-face education at school from Sunday to Wednesday for all students FS1 to Year 10 and a Remote Learning Programme on Thursday. Students in Years 11 to 12 will have face-to-face learning at school from Sunday to Thursday. Parents who prefer will be able to opt for a 100% Remote Learning Programme. Students who have underlying medical conditions, are in quarantine or have concerns about learning on site during Term 1 will learn via our Remote Learning Programme which will build on the provision in place during Term 3 of the last Academic Year and will comprise of a blend of live lessons and independent learning activities.

With these guidelines in place, we are confident that schools will be able to welcome students back for the Academic Year 2020/21. This guide provides you with essential information to prepare you and your child for their return to school.

We have produced this School Readiness Plan in accordance with the approved school plan by KHDA and the protocols for the Reopening of Private Schools in Dubai issued by the KHDA. 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 in Dubai 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.

We will continue to review our plans and will keep parents updated as arrangements develop. If parents have specific questions or comments, they should please contact the relevant members of our School Leadership Team and/or PREs:

- Rasha Seada: r.seada_nsb@gemsedu.com
- Germeen Aly: g.aly_nsg@gemsedu.com



ENTRY, PICK UP AND SCHOOL VISIT PROCEDURES

A) How the school will scan temperatures of all students and staff entering the school premises or getting onto a school bus.

Parents must check their child's temperature before leaving the house in the morning and a policy of 'staying at home if unwell' for students, teachers or school staff with symptoms will be strongly encouraged.

All bus users will have their temperatures taken prior to boarding the school buses using handheld digital infrared temperature machines. We will be logging the temperatures on the bus register and any student with a temperature greater than or equal to 37.5 degrees centigrade will not be allowed to board the bus. Parents are responsible for accompanying their child to the bus to be there should their child not be able to board the bus due to having a temperature of 37.5 or more.

Students who are dropped off at school will pass by one of five thermal scanners at the various entrances across school.

Entrance 1 – Main Reception

Entrance 2 – FS Reception

Entrance 3 – Yr1-12 Girls

Entrance 4 – Yr4-12 Boys

Entrance 5 – Yr1-3 Boys

Entrance 6 – Bus Students (handheld thermal scanners used by each Bus Guardian)

The class teacher is responsible for referring students with COVID-19 symptoms such as a cough, body aches, fatigue, shortness of breath, sore throat, runny nose, diarrhoea and nausea, and headache, to the medical team for further screening as per the guidelines.

B) Procedures for entry and exit for student drop off and pick up.

Only students and staff are allowed on the school site, exceptions are made for parents with students in FS1 to Year 3 via the outside exits to classrooms. Parents and drivers must remain in their cars in the car park. The school gates open at 07.00 to allow all students a more socially distanced entry to the building. At the start and end of the school day we will operate a staggered departure with further details to follow during WC 16/08/20.

C) How parents will access the school site.

Morning drop-off for all students will be now 7.00am-7:40am to allow for social distancing and safe entry to the building. Morning drop off will happen down the side of the building, with students exiting vehicles on the right-hand side and being supervised to enter school. Those driving are requested to remain in their vehicles, allowing students to exit the vehicle and access school independently. School staff will be on duty to offer supervision.

In the case a parent needs to enter the school building, parking is available in the school car park. Please note that there will be no parking or leaving vehicles unattended on the drop off lane. This lane should only be used to drop off students and continue on to support the traffic flow in school.

Please allow more time than usual to drop off and collect students as there will be a higher volume of traffic with only one entry and exit. Afternoon collection times will be the following:

- *FS1 and FS2: 12:00pm*
- *FS2: 1.00pm (Following optional enrichment hour)*
- *Year 1-12: 2:40pm – 3.40pm as per agreed collection window*

Only one family member or a guardian is allowed to enter the school car park to drop off/pick up his/her child. People with compromised medical conditions, including the elderly, should not come for drop off and pick up.

If truly needed, parents/guardians can only visit the school by prior appointment.

Appointments will not happen during drop off, pick up, and break time to avoid crowding.

Appointments must be made via the main school reception.

E) Procedures for meetings outside of school hours.

After the period of distance learning we now have in place a very effective means by which we can conduct meetings either via Microsoft Teams both during and outside of school hours. This will continue as it has been for term three of the last academic year.



SCREENING & EMERGENCY PLAN

A) Our emergency medical procedures in case of suspected or confirmed COVID-19 cases.

We have established an isolation room which is located next door to the school clinic, away from the main learning areas. If a stable case of illness is detected amongst visitors or staff presenting COVID-19 symptoms such as fever ($\geq 37.5^{\circ}\text{C}$), cough, body ache or fatigue, shortness of breath, sore throat, runny nose, diarrhoea and nausea, headache, or loss of sense of smell or taste, the school's designated Health and Safety officer will contact the DHA hotline number 800342. In cases of emergencies, such as having unstable cases amongst staff, students or visitors, we will immediately contact 999 or 997.

If a child/member of staff begins to show symptoms of COVID-19 while at school, they will be isolated instantly, and the parent/guardian of the child will be notified immediately. The patient will then be referred to the hospital to take the necessary action. The patient will 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.

If the result is positive, the traced contacts of the patient – including the teachers and the classmates of a student, or colleagues of a member of staff – are all considered close contacts (i.e. anyone who spent more than 15 minutes in a proximity of 2 metres with the positive case, from the day of symptoms onset, or the day of the positive PCR test). Traced contacts must all commence a 14-day quarantine from the day of the positive test, or from the day of the onset of symptoms if ascertained by the clinician following a PCR test.

In cases of COVID-19 emergency, we will follow our endorsed guidelines for emergencies, supported by one of the school's qualified medical team, who will be wearing the appropriate personal protection equipment. Also, the Health and Safety Officer will ensure that the child is accompanied by an adult wearing full PPE when transported to the hospital if a parent or guardian is unable to reach. 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 wait for their transportation.

B) How we will support the well-being of individuals with suspected or confirmed COVID-19 from their onset of symptoms through their period of isolation and eventual return to school.

If a student tests positive for COVID-19 and is hospitalised then we will ensure that the relevant member of the Senior Leadership Team remains in contact with their parents to track the progress of their recovery until they return home.

Once home it will be the responsibility of parents in consultation with their child to see if they would like to access schoolwork online. Once the student feels well enough to access schoolwork then it will be the responsibility of their parents to inform the Head of School. In turn, the Head of School will notify the child's teachers so that they can activate online learning.

The student will be able to speak to their teacher/classroom teacher and their teaching/tutor group online during lesson times to ensure they have social contact and they will be able to collaborate with their peers online during lessons.

Once the child has received a negative COVID-19 test result and they are symptom free they can resume school. Before their physical return to school the student will need to sign a health declaration form (digitally) and show an electronic copy of their clearance certificate from the DHA stating that they are discharged from isolation.



**MONITORING
ATTENDANCE AND
CONTACT TRACING**

A) Our arrangements and responsibilities for recordkeeping.

Only those staff and students declaring good health within 14 days of the first day of the academic year will be permitted on the school site. Staff and students who are unwell will be sent home even if they do not have COVID-19.

The school already takes an attendance register every lesson. Students will also be assigned designated seats in each of their classes so we will know which child has sat in each seat in the school every day. Taking registers is the responsibility of teaching staff. This will enable us to trace students if necessary.

We know which rooms each teacher is teaching in on a daily basis and during non-contact periods all teaching staff will be assigned a designated work area around the school such as staffrooms, offices and preparation rooms. All admin staff are expected to work at a designated seat on a daily basis. This will enable us to trace staff if necessary.

All guests and visitors sign into a visitors' log at the main gate including their name, date of visit and mobile phone number. This visitors' log will be maintained by the security staff so there are no shared pens or visitors' badges and passes. Visitors will not be required to wear a visitor's lanyard, but will be given a visitor's sticker as an approved person on site. Visitors will be accompanied by a member of staff at a 1.5m distance on site. This process will enable us to trace visitors if necessary.

B) What else you need to know about contact tracing.

The school has appointed a designated Health and Safety Officer, Pauline Bruce, who is assigned to handle any emergency situation, follow up and monitor the implementation of health and safety procedures, and conduct or support with the delivery of all necessary trainings for students and staff. This person is also responsible for the designated isolation rooms within the school premises. In addition to the Health and Safety Officer, school has a dedicated Emergency Response Team in place for swift action as required.



HYGIENE

A) The hygiene protocols which you will be following at this time.

The school will be adhering strictly to the hygiene protocols outlined in the *Protocols for the Reopening of Private Schools in Dubai* issued by the KHDA. For staff and students this means following a strict handwashing regime as well as the use of hand sanitiser which will be distributed across the school premises.

All members of the community must frequently wash their hands with soap and water for 20 seconds and then dry them thoroughly. Everyone must clean their hands upon arrival at any setting, before and after eating as well as after sneezing or coughing. Members of the community are encouraged not to touch their mouth, eyes and nose. Anyone entering the premises must be wearing a mask and must sanitise their hands on entry.

Staff and students are encouraged to bring their own hand sanitiser to school and are at liberty to use anti bacterial wet wipes to sanitise their desks at the beginning and end of lessons. Frequently used electronic devices such as tablet computers, keyboards and computer mice should be disinfected by the user after each use.

We are also encouraging staff and students to follow a paperless strategy where possible and will be continuing to rely heavily on the use of technology to minimise the exchange of materials. It is therefore incumbent upon students and their parents to ensure that their electronic devices are fully charged and that device chargers are carried in bags.



PHYSICAL DISTANCING

A) How we will maintain physical distancing throughout breaks and lunches

The 2 metres distancing measure rule is maintained in all common areas throughout breaks and lunches.

Teaching spaces will enable individuals to maintain physical distancing of at least 1.5 metres in each classroom.

Entry to and from toilets will be monitored at breaks and lunchtimes to ensure that they do not become crowded. We will limit the number of students who use the toilet facilities at one time. Toilets will be cleaned at a higher frequency throughout the day.

We will be encouraging the use of outside space for exercise and breaks and for outdoor education, where possible, as this can limit transmission and more easily allow for distance between students and staff.

Lockers are permitted as long as physical distancing measures are not compromised. Students are encouraged to bring only the items they require for that day.

Crucially, no water dispensers are allowed in school, therefore, parents must ensure their children have an appropriate supply of water for the full school day. Water will be available to purchase from the school café or canteen for unavoidable situations.

All elevators will have markings on the floor that indicate physical distancing and users must comply by standing on these markings. Only those who really require to use the elevator will be permitted to do so. As always, students will not be given access to the elevator unless there is a medical need.

Contactless payments are encouraged and we advise you to use GEMS Connect for all payments for students, however, cash payments are allowed.

Showers and changing rooms are not permitted. If the students have PE lessons, they must come to school in their full PE uniform.



RESTRICTIONS

A) Other restrictions in place.

All staff, visitors, and students over the age of 6 are mandated to wear masks at all times inside the school from the point of entry. Non-compliance will lead to denial of entry to the school facility.

Students and staff with medical conditions are exempted from wearing a mask with a medical certificate only. Masks can be taken off during eating or during high intensity physical activities.

Staff will be provided with transparent face shields to enable lip reading, and facial expression in some cases. School cleaners will wear gloves and masks while cleaning the facility.

It is the responsibility of parents to provide their sons and daughters with at least two masks per day, one for the morning session and one for the afternoon session. Masks should be the approved disposable ones

If truly needed, parents/guardians can only visit the school by prior appointment.

Appointments will not happen during drop off, pick up, and break time to avoid crowding.

Appointments must be made via the main school reception.



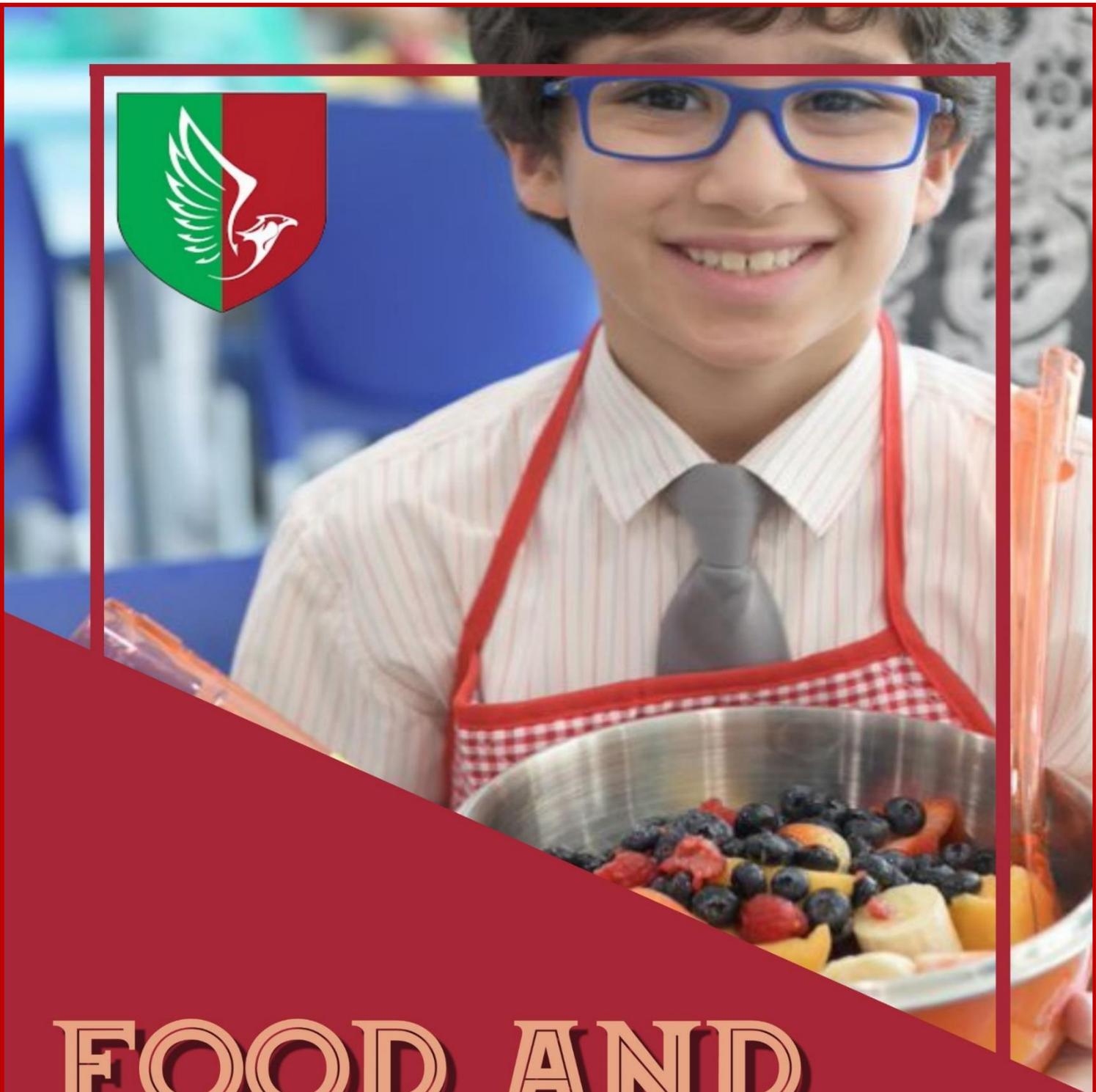
EDUCATION PROVISION

With current precautionary measure in place we are preparing to deliver a blended learning model.

We have developed a blended learning model with full-time face-to-face education at school from Sunday to Wednesday for all students FS1 to Year 10 and a Remote Learning Programme on Thursday. Students in Years 11 to 12 will have face-to-face learning at school from Sunday to Thursday. Parents who prefer will be able to opt for a 100% Remote Learning Programme. Students who have underlying medical conditions, are in quarantine or have concerns about learning on site during Term 1 will learn via our Remote Learning Programme which will build on the provision in place during Term 3 of the last Academic Year and will comprise of a blend of live lessons and independent learning activities.

1. FS1 will be in groups of 10 with 1 class teacher and 1 TA rotating between 2 groups Sunday to Wednesday. Thursday will be a day of remote learning with predominantly asynchronous learning activities.
2. FS2 will be in groups of 10 with 1 class teacher and 1 TA rotating between 2 groups Sunday to Wednesday. Thursday will be a day of remote learning with predominantly asynchronous learning activities.
3. Year 1 will be in school for a full day in learning groups of no more than 10. This will be staffed by the main class teacher and 1 TA who will rotate between 2 groups Sunday to Wednesday. Thursday will be a day of remote learning with predominantly asynchronous learning activities. Teacher rotation provided for PE, Arabic and Islamic Studies.
4. Year 2 will be in learning groups of 15 with 1 class teacher and 1 TA who will rotate between 2 groups Sunday - Wednesday. Teacher rotation provided for PE, Arabic and Islamic Studies. Thursday will be a day of remote learning with predominantly asynchronous learning activities.
5. Year 3 will be in learning groups of 15 with 1 class teacher and 1 TA who will rotate between groups Sunday - Wednesday. Teacher rotation provided for PE, Arabic and Islamic Studies. Thursday will be a day of remote learning with predominantly asynchronous learning activities.
6. Year 4 will be in learning groups of 15 with 1 class teacher and 1 TA who will rotate between groups Sunday - Wednesday. Teacher rotation provided for PE, Arabic and Islamic Studies. Thursday will be a day of remote learning with predominantly asynchronous learning activities.
7. Year 5 will be in learning groups of 15 with 1 class teacher and 1 TA who will rotate between groups Sunday - Wednesday. Teacher rotation provided for PE, Arabic and Islamic Studies. Thursday will be a day of remote learning with predominantly asynchronous learning activities.
8. Year 6 will be in learning groups of 15 with 1 class teacher and 1 TA who will rotate between groups Sunday - Wednesday. Teacher rotation provided for PE, Arabic and Islamic Studies. Thursday will be a day of remote learning with predominantly asynchronous learning activities.

9. Year 7 will be in learning groups of 15 Sunday - Wednesday. Teacher rotation to deliver the National Curriculum for England (NCfE) English, maths, science and other curriculum subjects. Thursday will be a day of remote learning with predominantly asynchronous learning activities.
10. Year 8 will be in learning groups of 15 Sunday - Wednesday. Teacher rotation to deliver the National Curriculum for England (NCfE) English, maths, science and other curriculum subjects. Thursday will be a day of remote learning with predominantly asynchronous learning activities.
11. Year 9 will be in learning groups of 15 Sunday – Wednesday for National Curriculum for England (NCfE) English, maths, science and other curriculum subjects. Thursday will be a day of remote learning with predominantly asynchronous learning activities.
12. Year 10 will be in learning groups of 15 Sunday – Wednesday for National Curriculum for England (NCfE) English, maths, science and other curriculum subjects. Thursday will be a day of remote learning with predominantly asynchronous learning activities.
13. Year 11 will be in learning groups of 15 Sunday – Thursday for National Curriculum for England (NCfE) English, maths, science and other curriculum subjects.
14. Year 12 will be in learning groups of 15 Sunday – Thursday for National Curriculum for England (NCfE) English, maths, science and other curriculum subjects.



FOOD AND BEVERAGES

A) Availability of food.

Food catering at this stage will be restricted. The school's catering company, Slices, will provide catering services based on pre-packaged food, while following Dubai Municipality guidelines related to catering services.

Families are encouraged to supply food and beverages for their children along with their own disposable utensils. Staff must also bring in their own food and drink. Teachers will be on duty in the building and the catering outlets to ensure that students do not share food.

Dubai Municipality's guidelines for cafés and restaurants will be followed especially regarding capacity restrictions, physical distancing, the use of disposable items, and hygiene across the venue and staff. Buffets or other forms of meal gatherings are not allowed.

As mentioned above, the school will implement staggered meal breaks that will ensure the safe minimum 1.5 metres distancing between students of the same class and 2 metres distancing between students of different classes.

FS students

All FS1 and FS2 students will need to bring a healthy snack/lunch from home.

Primary Students

Yr1-2 students will need to bring a healthy snack/lunch from home.

Yr3-6 students will be able to bring a healthy snack/lunch from home or purchase from the school canteen.

Secondary lunch

All secondary students will be able to bring a healthy snack/lunch from home or purchase from the canteen.

A reminder that water dispensers are not allowed to be used in school and so students should bring full water bottles to school each day. Water will be available to purchase from the café and the canteen, however, students and staff are encouraged to bring what they will need for the day.

It is strongly advised and recommended, where possible, to supply your son/daughter with a packed lunch.



حافلة مدرسية
School Bus

3126079

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TRANSPORTATION

A) Revised arrangements for bus transportation.

We will need parents to register their desire to access the school bus service, noting that capacity has been reduced by 50% and not everyone who wishes to use the service will be able to use it.

There may be some changes to the bus routes from the last academic year. This will be determined once the full list of bus users and their locations has been consolidated and reviewed by STS. Arrival to school will be from the rear gate, allowing students to enter school from the ground floor sports hall. At the end of day, bus users will assemble in the ground floor sports hall, socially distanced from each with males on one side and females on the other. Temperature checks will be completed before boarding the bus.

We will place marks on chairs for seating guidance. Only siblings will be permitted to sit beside each other. Everyone entering the bus will undergo temperature screening prior to boarding, including the driver and the assistant. Anyone with a temperature $\geq 37.5C$ will not be allowed on the bus but will be sent home. All bus riders will wear masks and will not be allowed to board without wearing a mask. Parents/Guardians are required to accompany students to the bus should there be any concerns and they are required to return back home.

Bus hygiene will be maintained by following the appropriate sanitisation before and after each use as well as observing physical distancing standards. As we do currently, we will continue to keep daily records registering all bus riders throughout the day; as ever, absence will also be recorded. We are currently printing a significant amount of signage for use both on the buses and around the school site which will guide the student towards hygiene practices (i.e. respiratory hygiene, waste management, etc.).

If a child begins to show symptoms of COVID-19 while taking the bus, the child will be considered a probable COVID-19 case. At that stage we will ensure that the child is seated at least 1.5 metres away from the rest of the students. The bus attendant will then immediately inform the Health and Safety Officer in charge in the school who will immediately communicate with SLT and the child's parents or guardians. If the trip is a return trip home at the end of the day, the child with symptoms will be dropped off first. If the trip is a journey to school in the morning, the child will be isolated on arrival.

The child will not be allowed to return to school until the PCR result is obtained. If the result is negative, the child will not be allowed to return to school until they are symptom free. If the result is positive, the traced contacts of the child, including staff and other riders on the bus, are considered close contacts. We will instruct them all to commence the 14 day quarantine counted from the day of the positive PCR test, or from the day of the onset of symptoms if ascertained by the clinician.