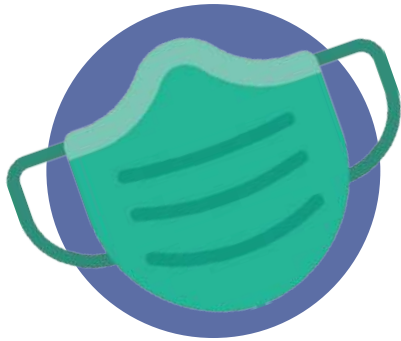


Back to School

Protocols

► Face Masks



- Every person on the school campus and in school transportation must wear a face mask at all times.
- Students and teachers can only remove face masks when they are eating in designated areas.
- Face masks must be three layered as a minimum standard and cover the nose and mouth while in school or on the school bus. Face masks must be without holes or ventilator valves.
- All students must bring a spare face mask to school in a labelled plastic bag, which they will keep in their bags.

► Temperature

- Individuals' temperatures will be taken when they arrive at school.
- If a member of staff has a temperature of more than 37.3°C, he/she must report to the Medical Service.
- If a student has a temperature of 37.3°C or above before taking the school bus, the staff members will inform a parent or person in charge that the student cannot come to school that day.
- If the student arrives by car, the temperature will be taken by the staff before the student gets out. If the temperature is higher than 37.3°C, the student will not be allowed to enter the premises and should be evaluated by his/her own doctor.
- **Suppliers and external services will not be allowed to enter the facilities during school hours.**





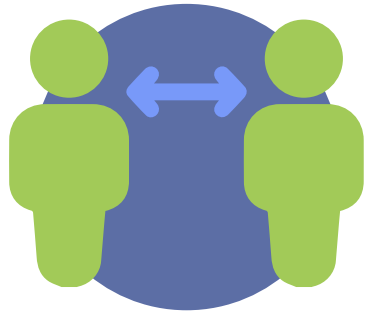
▶ Sanitization

- Every classroom will be sanitized twice daily.
- The first time will be during recess.
- The second time will be at the end of the day.
- There will be a clear schedule for cleaning times which will be monitored and checked by the School Health Committee on a daily basis.



▶ CO2 measures in classrooms

- We shall measure CO2 levels in every classroom twice daily. Research has shown that areas with excess CO2 levels increase risk of COVID-19 transmission.
- If any measure reads above 700 ppm the director of the section will be informed and the students and/or staff inside the room will be evacuated until the measure is below 700 ppm.



▶ Recess and lunch

- The students' recess times will be staggered each day to ensure that appropriate distancing measures can be followed.
- At snack time and lunchtime, students and staff will eat in open areas without face masks and ensure that they keep an appropriate distance.
- Before the students eat their lunch, the teacher must ensure that they have washed their hands and used sanitizing gel.



▶ Alcohol, towels, and infectious-contagious waste cans.

- Sanitizing gel (alcohol content >70%), wet wipes and infectious-contagious waste cans are provided in every classroom and school area.



▶ Training

- All staff have had onsite training in accordance with the school policy and government guidance.

▶ **Uniform**

- All students from Preschool, Primary and Middle School will wear their sports uniforms from Monday to Friday. In High School, students are able to wear their own clothes on Fridays.

▶ **Restrooms**

- Maintenance shall control the number of students using the restrooms throughout the day.
- Restrooms are cleaned continually throughout the day.

▶ **Physical Education & TAE Achieve Activities**

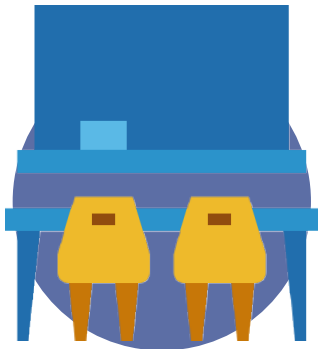
- Students will be required to wear a face mask at all times when taking part in outdoor activities.

School buses



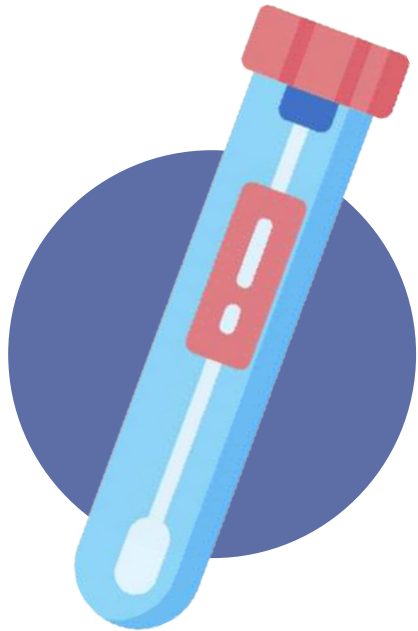
- Bus drivers and staff members have received full health and safety training.
- Students' temperatures will be taken before they board the school bus by the staff members.
- All windows on the buses shall be open.
- Staff and students must wear a face mask at all times.

Classrooms



- Windows and doors shall be open at all times.
- Chairs should be evenly distributed to ensure that there is an appropriate distance between each student.
- Students should remain seated once they enter the classroom. If students need support, the teacher will go to their desk.
- Students only need to bring their school bag, containing their lunch, their school materials, including an individual pencil case and their required school books for lessons that day.

Close contact & Positive Test for COVID-19



- If someone in our community tests positive for COVID 19, he/she must stay at home for a period of 7 days. The day the person presents symptoms is day 0.
- The parents of the other members of the class will be informed immediately by the Head of Section. The class will initially remain open. Parents will choose whether they send their children to school or keep their children at home for online learning.
- If more than one infection is recorded in the same classroom, the School General Director will review the matter and close the classroom for 5 days. The 5 days includes weekends. The infected person will remain at home for 7 days.
- During the 5 day period of self isolation, it is necessary for parents to monitor their children.

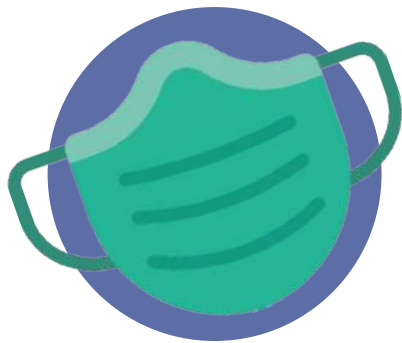
School Times

	Student arrival	Start of the day	Lesson finish & bus times	Collection time
 Preschool	07:15 - 08:00	08:00	13:30	13:45
 Primary Grade 1&2	08:00 - 08:10	08:15	14:25	14:30
 Primary Grade 3&4	07:50 - 08:00	08:15	14:35	14:40
 Primary Grade 5&6	07:40 - 07:50	08:15	14:45	14:50
 Middle School	06:45 - 07:30	07:30	15:15	
 High School	06:40 - 07:25	07:30	15:10	

*Any students with older siblings in the school may arrive/remain until the oldest siblings' collection time with staff supervision. We ask all parents to inform their child's teacher if they require this service.

Protocolos para Regreso a clases

▶ Cubrebocas

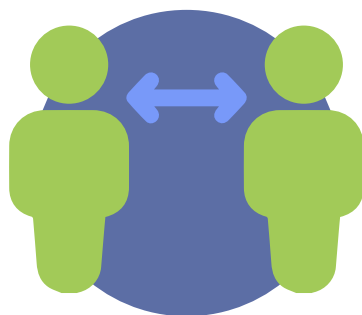


- Toda persona que se encuentre en el campus y en el transporte escolar debe utilizar cubrebocas en todo momento.
- Los estudiantes y profesores sólo pueden quitarse el cubrebocas cuando estén comiendo en las zonas designadas.
- Los cubrebocas tienen que ser de tres capas como norma mínima y tienen que cubrir la nariz y la boca mientras se esté en la escuela o en el autobús escolar. No se aceptarán cubrebocas con válvula.
- Todos los estudiantes deberán traer un cubrebocas de repuesto en una bolsa de plástico etiquetada, que guardarán en sus mochilas.

▶ Temperatura

- Se tomará la temperatura de cada persona al llegar a la escuela.
- Si alguien del personal tiene más de 37,3° se debe informar al Servicio Médico.
- Si alguien tiene una temperatura igual o superior a 37,3° antes de abordar el autobús escolar, las niñeras informarán a los padres o a la persona responsable que el estudiante no puede asistir a la escuela ese día.
- Si el estudiante llega en coche se le tomará la temperatura antes de bajar del mismo. Si su temperatura es superior a 37,3°, el estudiante no podrá descender del auto y se retirará para ser evaluado por su propio médico.
- **Los proveedores y prestadores de servicios externos no podrán entrar en las instalaciones durante el horario escolar.**





▶ **Recreo y almuerzo**

- Los horarios de entrada y salida de los estudiantes, así como de los recesos, serán escalonados a fin de garantizar el cumplimiento de las medidas de distanciamiento social.
- A la hora del almuerzo, los estudiantes y el personal comerán en áreas abiertas sin mascarillas, asegurándose de mantener una distancia adecuada entre ellos en todo momento.
- Antes y después del almuerzo, los estudiantes serán supervisados por los maestros para asegurar que se hayan lavado las manos y que hayan utilizado gel desinfectante.



▶ **Alcohol, toallas y botes de residuos infecto-contagiosos**

- Se contará con gel desinfectante (contenido de alcohol >70%), toallitas húmedas y cubos para residuos infecto-contagiosos en toda la escuela.



▶ **Capacitación**

- Todo el personal ha recibido capacitación de acuerdo con las políticas de la escuela y con las directrices del gobierno.

▶ **Uniforme**

Los estudiantes usarán uniforme escolar deportivo de lunes a viernes. En el caso de Preparatoria, los viernes podrán usar ropa casual acorde a los lineamientos de la escuela.

▶ **Baños**

- El número de estudiantes que utilicen los baños a lo largo del día será controlado por el equipo de mantenimiento.
- Los baños se limpiarán continuamente.

▶ **Actividades Deportivas y Actividades de TAE Achieve**

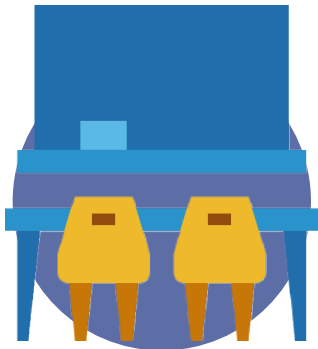
- Se exigirá a los estudiantes que porten cubrebocas cuando participen en actividades al aire libre.

Autobuses Escolares



- Los conductores de autobús e integrantes del staff han recibido capacitación de seguridad y salud.
- Las niñeras de los autobuses tomarán la temperatura de los estudiantes antes de que éstos aborden.
- Todos los pasajeros del autobús (chofer, niñeras y estudiantes) deberán de usar cubrebocas todo el tiempo.
- Los autobuses deben tener todas las ventanas abiertas.

Salones



- Las ventanas y puertas deben permanecer abiertas en todo momento.
- Las sillas se distribuirán uniformemente para garantizar que haya una distancia apropiada entre cada estudiante.
- Los estudiantes deberán permanecer sentados una vez que entren al aula. Si los estudiantes necesitan apoyo, el profesor irá a su lugar.
- Los estudiantes sólo deben traer su mochila, su almuerzo, material escolar, incluyendo un estuche individual y los libros de texto necesarios para las clases de ese día.

Horario de Escuela

	Llegada de estudiantes	Inicio del día	Término de clase	Hora de salida
▶ Preescolar	07:15 - 08:00	08:00	13:30	13:45
▶ Primaria 1° y 2° Grado	07:50 - 08:00	08:00	14:25	14:30
▶ Primaria 3° y 4° Grado	07:40 - 07:50	08:00	14:35	14:40
▶ Primaria 5° y 6° Grado	07:30 - 07:40	08:00	14:45	14:50
▶ Secundaria	06:45 - 07:30	07:30	15:15	
▶ Preparatoria	06:40 - 07:25	07:30	15:10	

*Todos los estudiantes con hermanos mayores en la escuela pueden llegar/permanecer en la escuela a la hora de llegada/salida de sus hermanos mayores bajo la supervisión del personal. Pedimos a todos los padres que informen a los profesores de su hijo si necesitan este servicio.