

The British School

Return to Campus Guidelines

Criteria/conditions for a return to our school campus

- Nepal Government permits it with guidance on social distancing rules.
- Rate of infection decreases to 'manageable levels' in Nepal (in the absence of a credible R0 number).
- Clear TBS safety (social distancing) guidelines for campus agreed and understood by staff, students and parents.
- The campus is sanitised, ready and safe.
- Evidence that social distancing rules are effective in other schools and are not causing an increased risk to all stakeholders.
- Campus provision (under the new guidelines and restrictions) is equal or better than what is being provided online

Key Points to remember:

- COVID-19 is transmitted through infected droplets.
- When a COVID-19 infected person sneezes, coughs or exhales they release droplets of infected fluid.
- If a person is standing within one metre of an infected person, he/she can get infected by breathing in droplets coughed out or exhaled by an infected person.
- Alternately, people could catch COVID-19 by touching contaminated surfaces or objects – and then touching their eyes, nose or mouth.

UK and WHO government scientific advice:

- Severity of disease in children – there is high scientific confidence that children of all ages have less severe symptoms than adults if they contract coronavirus (COVID-19).
- The age of children – there is high scientific confidence that younger children are less likely to become unwell if infected with coronavirus (COVID-19).

If we take the current situation of continuous learning online as Phase 4, we will return to the school campus in gradual phases (3.5, 3, 2 and 1). Phase 3.5 will be a partial reopening, with Phase 3 offering a campus provision to all students on a rotation basis, with phase 2 including a campus provision to all students on a full time basis, and phase 1 providing a full re-introduction of our provision including transport, catering, clubs etc. This plan may well be amended based on the experiences faced as we work our way through the phases.

Teachers will continue to plan and deliver lessons for all students, regardless of where they and the students are located i.e. education will be provided, on campus and online, for all students. This will cease at some point during Phase 2 i.e. all learning will be on campus.

Return to School Campus Procedures

These are subject to change, based on feedback and with regard to Nepali Government advice and revised WHO/UK government regulations.

It should also be noted that the first couple of weeks of return will be completed gradually to ensure students understand and are able to adhere to the guidelines.

Phase 3.5 Provision

- Mock Examinations for Year 11, 12, and 13.
- Early Years to attend campus for a limited time each day.
- 45 minutes of PE for every student.

Phase 3 Provision

- Class sizes will be reduced where possible. This will be dependent on the number of students in the class, room size and the age of the children.
- Primary students will initially attend school on a partial/rotation basis.
- Secondary students will attend school each day.
- Siblings where possible, will attend school on the same days.
- Clubs, trips and residentials will be suspended until further notice.
- All students must come to school with snacks and/or a packed lunch i.e. no drop offs, no deliveries and no students to leave the campus for food.
- Lessons should be conducted outside whenever possible.
- Assemblies will be virtual.
- Teachers and students who are at risk should stay at home. These include those who:
 - Are aged 70 or over.
 - Have underlying health conditions and are considered 'high risk' e.g. have had a solid organ transplant – kidney, liver, pancreas, heart, or lung; are having treatments for some cancers; have severe long-term lung disease including cystic fibrosis and severe asthma; have rare diseases and inborn errors of metabolism that increase their risk of infection; are on medication that compromises their immune system and so are much more likely to get infections and become seriously unwell from them; are pregnant with significant heart disease.
 - Have symptoms of COVID-19 (the main symptoms are listed below):
 - **A high temperature** – this means you feel hot to touch on your chest or back (above 37 degrees celsius/98.6 degrees fahrenheit)
 - **A new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
 - **A loss or change to your sense of smell or taste (anosmia)** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal
 - A member of the household develops symptoms of COVID-19.

If you have these symptoms or live with someone who has symptoms, however mild, stay at home and do not leave your house for at least 10 days from when your symptoms started.

- Parents will not be permitted on the school campus during the morning and only one parent/adult should drop off and collect their child. One parent may pick up their child in school at the end of the day in a staggered manner.
- No visitors will be allowed on the school campus when children are present.

The move from Phase 2 to Phase 1 provision

We will continue to move cautiously to ensure the safety of all stakeholders and to give the school the very best chance of remaining on campus.

In order to re introduce elements of our provision, which are not included in Phase 2, we will, in the absence of an R0 number and community transmission rates, focus on national, regional and school community confirmed case rates, along with national mortality rates, along with advice from the WHO. If these remain positive, we will carefully consider introducing further elements of our provision, through a staggered system which will be based on the 'mixing' of students outside of lesson time, when there is less control on their ability to adhere to all guidelines.

Level of mixing	Element of provision to be considered to be introduced
Key Stage	Forest School/ Field trips in KS Venue Hire- outside of school operating hours Student masks to be used at the teacher's discretion during PE lessons Teacher's masks to be used at the teacher's discretion during lessons when behind the 'teacher line'
Primary/Secondary	External food providers School food providers 6th Form privileges Clubs Primary/Secondary Trips Play apparatus
Whole School	School buses Parents on site 'Adapted' rooming phased out Expeditions
External students	Student events and competitions Whole school assemblies Dutch School

Social Distancing

- Students, **should as much as possible**, keep 1.5 metres away from each other, especially those from different 'pods'.
- Teachers and staff, **should as much as possible**, keep 1.5 metres away from students.
- Teachers and staff should keep 1.5 metres away from each other.

Sanitisation

- Students and teachers should wash their hands (with soap or sanitiser) at each of the

following transition points:

- Entering and leaving the school campus
- Entering and leaving the classroom
- Before and after eating
- Before and after toileting

- Avoid touching eyes, nose and mouth with hands.
- All surfaces in a classroom will be sanitised at the start of the day and during break and lunch by ground staff.
- Surfaces will be sanitised at all other times by teachers and CLS as and when appropriate.
- Whenever a communal piece of equipment (musical, sports, art, DT equipment) is used, it should be sanitised by the user (or teacher if a child has used it) on completion, using antibacterial wipes.
- All library and textbooks books will be sanitised on return and when issued.

Respiratory hygiene

- Everyone should be trained with the *'catch it, bin it, kill it'* approach.
- Masks should be worn at all times during lessons.
- Masks should be worn at all times during break and lunch time, except when eating and drinking.

Movement around school, including break/lunch time

- Everyone should aim to keep 1.5 metres away from each other wherever possible.
- Everyone should adhere to the one way system around school.
- In corridors and on paths, everyone should walk on the **left** hand side.
- Break and lunch time will be staggered where possible, with classes and pods to be allocated outdoor spaces.

Classroom set up and resources

- Within each classroom there will be a designated area for the teacher which allows them to keep 1.5 metres away from the students. This will be marked by tape.
- Each student will have designated seats and tables which, where possible, will be 1.5 metres away from each other.
- Each student will have their own electronic learning device (laptop or tablet) and these should not be shared.
- Students, **should as much as possible**, have their own equipment such as stationery, including pens and pencils. When equipment is shared it should be done at the request of the teacher and sanitised at the completion of each child's use. .
- Where possible, classroom doors and windows should be kept open.

Morning drop off

- Students will be asked to arrive at school at specific, staggered times and will be allocated a specific entrance.
- Parents/adults will drop off their children at the gates and will not be permitted on the campus.
- All students and parents should wait at the socially distanced marked places outside the school gates upon entering the school campus.
- All students should wash their hands at the designated areas upon entering the school campus.

Afternoon pick up

- Students will depart from school at specific staggered times and will be allocated a specific exit.
- Primary students who need to wait for their secondary siblings will be supervised in the primary library until secondary pick up.

What happens if a student or staff member develops symptoms whilst on the school campus?

If a student or staff member becomes unwell with symptoms of COVID-19 whilst on the school campus and needs direct personal care until they can return home, the following will be applied:

- They should proceed directly to the medical room to be assessed by the school nurse. A separate 'isolation' room will be available if necessary and appropriate.
- A face mask should be worn by the supervising adult if a distance of 1.5 metres cannot be maintained.
- If contact with the student or staff member is necessary, then disposable gloves, a disposable apron and face mask should be worn by the supervising adult.
- If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.
- They are to be sent home to self isolate for 10 days or for 7 days if they produce a negative PCR test.
- We advise a PCR test for all after 5 days of isolation.

The comprehensive protocol can be found [here](#).

Advice on administering any first aid, can be found [here](#).

What happens if there is a confirmed case of coronavirus in the school community?

- They should inform the Head of Primary/Secondary (the school will not share the names of people with coronavirus unless it is essential to protect others or the person/family feels it would be helpful to do so).
- The school will communicate the confirmed case with the school community, ensuring anonymity.
- They should provide the school with details of people within the school community that they have come into 'close contact' with. The school will then inform those people and instruct them to self isolate for the next 10 full days counting from the day after contact with the individual who tested positive (or 7 after a negative PCR test)
- They must self-isolate for at least 10 days. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should continue to self-isolate until their temperature returns to normal. (there is no option to return after 7 days)
- Members of the household and those people who have come into 'close contact' must self isolate for 10 days.
- 'Close contact' refers to:
 - ❖ direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
 - ❖ proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual
 - ❖ travelling in a small vehicle, like a car, with an infected person
- They should return to school after 10 days, only if they do not have symptoms other than

cough or loss of sense of smell/taste (or after 7 days, with a negative PCR test). This is because a cough or anosmia can last for several weeks once the infection has gone. Before returning to campus, the child and parent should have a conversation with the school nurse who will provide permission for return and will inform the Principal/Vice-Principal.

What happens if there are more than two confirmed cases of coronavirus?

The campus will not necessarily close down. This will depend on the ages/classes/location of the confirmed cases. Close contacts will all be immediately instructed to self isolate. Options that can be taken and will be only be taken after consulting with local health professionals can be:

- Self isolation for all other students/staff in the class
- Self isolation for all other students/staff in the year group
- Self isolation for all other students in the key stage
- Self isolation for all other students in the primary or/and secondary section of the school

The whole campus may also be closed if the provision becomes too fragmented, resulting in a sub standard or unsafe learning experience.

Receiving Material/Supplies:

- All received materials/supplies should be immediately taken to the storage area.
- The person receiving the material should wash his/her hands before accepting the package and take care not to bring his/her hands close to their face before washing/sanitizing their hands afterwards.
- When possible, let the received material remain untouched in this designated area for up to 72 hours.
- Any material, that needs to be used immediately, should be wiped using a sanitized wipe.
- If the item is in a water-proof packing can be washed with antimicrobial handwash (soap) for 20+ seconds.

[UK GOV ADVICE](#)