

SOP FOR PARTIAL REOPENING OF SCHOOLS FOR STUDENTS OF 9TH TO 12TH ON VOLUNTARY BASIS



Ministry of Health
and Family Welfare,
Government of India

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To be permitted from 21st Sept. 2020

Generic Preventive Measures

(1/2)



Physical distancing of at least 6 feet to be followed



Mandatory use of face covers/masks



Frequent hand washing with soap
(for at least 40-60 seconds)



Use of alcohol-based hand sanitizers
(for at least 20 seconds)

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Generic Preventive Measures

(2/2)



Respiratory etiquettes to be strictly followed



Self-monitoring of health by all & reporting any illness at the earliest



Spitting to be strictly prohibited



Installation & use of Aarogya Setu App to be advised

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Arrangements to be Ensured in all Schools



Online/distance learning shall continue to be permitted & shall be encouraged



Students of class 9th to 12th permitted to visit their school on voluntary basis for taking guidance from their teachers



Such visit will be subjected to written consent of their parents/guardians



Student visits & teacher – student interaction must be organized in a staggered manner

Date: 10th September 2020

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Planning before Reopening of Schools (1/5)



Only schools outside the containment zones to be allowed to open



Students, teachers & employees living in containment zones not allowed to attend school



All work areas intended for teaching/demonstrations, common utility areas, etc. to be sanitized



Schools that were used as quarantine centres to be properly sanitized



Concerned teaching & non-teaching employees (up to 50%) may be called to schools for online teaching/tele-counselling & related work

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Planning before Reopening of Schools (2/5)



Students to have the option of attending the classes remotely/virtually or physically on a voluntary basis for guidance from their teachers



Alternate arrangements for contactless attendance to be made by the school administration



Scheduling of activities and seating plan to be made following physical distancing norms



Ensure hand washing facilities along with provision of soap



Specific markings on the floor with a gap of 6 feet may be made

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Planning before Reopening of Schools (3/5)



Physical distancing to be maintained in staff rooms, office areas & other places like mess, libraries, cafeterias, etc.



Outdoor spaces may be utilized for conducting teacher-student interactions, following physical distancing norms



Assemblies, sports and events that can lead to overcrowding strictly prohibited



Schools to display helpline numbers of State, local health authorities etc. for contact in case of emergency

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Planning before Reopening of Schools (4/5)



For air-conditioning/ventilation, the guidelines of CPWD to be followed:



Temperature setting to be in the range of 24-30°C



Relative humidity to be in the range of 40- 70%



Recirculation of air to be avoided



Intake of fresh air as much as possible



Cross ventilation to be adequate

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Planning before Reopening of Schools (5/5)



Lockers of students will remain in use, physical distancing & regular disinfection to be maintained



Gymnasiums to follow Health Ministry guidelines



Swimming Pool to remain closed

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Planning and Scheduling of Activities



All employees who are at higher risk to take extra precautions. They should preferably not be exposed to any front-line work



iGOT online modules training course on 'basic awareness on COVID' to be undertaken by employees & students

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Availability and Management of Supplies



Appropriate back-up stock of personal protection items like face covers/masks, hand sanitizers etc. to be made available



Adequate supply of thermal guns, alcohol wipes, soap, Pulse oximeters, IEC, etc. to be made available



Ensure availability of sufficient covered dustbins & trash cans



Proper disposal of used personal protective items & general waste according to CPCB guidelines



Housekeeping employee to be trained about norms for waste management & disposal

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Measures to be taken at the Entry Point after Opening of Schools



Mandatory hand hygiene & thermal screening provisions at entrance. Separate gates, if feasible, to be used for entry & exit



Only asymptomatic persons to be allowed in the premises. Symptomatic persons to be referred to the nearest health center



Posters/standees on preventive measures about COVID-19 to be displayed prominently



Proper crowd management in parking lots, in corridors & in elevators duly following physical distancing norms to be organized



Entry of visitors should be strictly regulated/restricted

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Conduct of Guidance Activities in the Rooms or Open Spaces within School Campus



Seating arrangement to ensure a distance of 6 feet between chairs, desks etc.



Staggering of guidance activities with separate time slots to ensure adequate physical distancing & disinfection of classroom premises



Teaching faculty to ensure wearing of masks by themselves & students throughout the teaching/guidance activities



Sharing of items like notebook, pens/pencil, water bottle etc. amongst students not to be allowed

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Conduct of Skill Based Training in Workshops/ Laboratories



For lab practicals, maximum capacity per session based on redesigned spaces may be planned & scheduled accordingly



Ensure disinfection of frequently touched surfaces of equipments before & after each use



Ensure a floor area of 4m² per person is available for working on equipment/workstation



Ensure sanitization before & after using training equipment. Hand sanitizer to be provided at workstations/simulation labs etc

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Measures for Activities in Common Areas - Library, Mess/Canteen, Gymnasium etc.



Physical distancing of 6 feet to be maintained



Persons using the common areas to use mask/face cover all the time



Cafeteria/mess facility within the premises to remain closed

Transportation to and from the Institution



Proper physical distancing, sanitization of buses/other transport vehicles to be ensured

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Hygiene and Sanitation (1/2)



Daily cleaning of the floors to be taken up



Provision of soap in toilets & hand sanitizers in other common areas must be ensured



Cleaning & regular disinfection of frequently touched surfaces mandatory in all class rooms, labs & other common areas before beginning & at the end of classes

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Hygiene and Sanitation (2/2)



Teaching materials, computers, laptops, printers to be disinfected with 70% alcohol wipes



Deep cleaning of all drinking & hand washing stations, washrooms & lavatories to be ensured



Students & employees to be advised to dispose of used face covers/masks in separate covered bins. The same may remain stored in the bins for 3 days & then disposed of



Students not to be involved in any of the cleaning activities for health safety reasons

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Risk Communication



Ensure students do not gather when leaving the school and in their free time



Sensitize students, parents, teachers & employees to create awareness on COVID appropriate behavior



If a student, teacher or employee is sick, they should not come to school & follow necessary protocols

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Psycho-Social Wellbeing



Ensure regular counselling for students & teachers reporting mental health issues such as anxiety and depression



It is advisable that teachers, school counsellors and school health workers should work in unison to ensure emotional safety of the students

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In Case a Student /Teacher/Employee Develops Symptoms



Place the ill person in a room or area where they are isolated from others



Inform parents/guardians as the case may be



Patient to remain isolated while wearing a mask/face cover till such time they are examined by a doctor



Immediately inform the nearest medical facility (hospital/clinic) or call the state or district



A risk assessment to be undertaken by designated public health authority & accordingly further action be initiated



Disinfection of the premises to be taken up if the person is found positive

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