



COVID-19 Protocols

OBJECTIVE

These protocols provides a framework to develop the response of WIST to manage the risks of the effects of COVID, the associated government measures and the potential society concerns. COVID measures are governed both by government actions and also society expectations to maintain a safe learning environment and to deliver a level of schooling that meets the expectations of parents.

Whatever the COVID situation, WIST will deliver a stimulating learning experience for students and develop a collaborative environment for staff and communicate and engage with parents. The school needs to be agile enough to respond to changes in COVID measures as the need arises but to plan and prepare to deliver the expectations of students and stakeholders. The timing of the responses to future COVID measures is problematic as future waves of COVID may produce more extreme measures.

The main objective is to safeguard the health of all members of the school and to take measures in time to manage the responses. The school must follow the government's advice and regulations and adopt the WHO, UKGov and CDC guidelines as good practice, in addition to the government's requirements. Such health and safety measures need to be strictly adhered to and communicated frequently to staff, explained to students and parents.

Key Points to remember:

- COVID is transmitted through infected droplets.
- When a COVID infected person sneezes, coughs or exhales they release droplets of infected fluid.
- If a person is standing within two metres 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 by touching contaminated surfaces or objects – and then touching their eyes, nose or mouth.

UKGov, CDC 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 COVID
- The age of children – there is high scientific confidence that younger children are less likely to become unwell if infected with COVID.

Symptoms of COVID-19):

- **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

Other symptoms include:

- *Headaches*
- *Fatigue*
- *Muscle or body aches*
- *Nausea*
- *Sore throat*
- *Diarrhea*

SCENARIOS

The outline of the scenarios presented below will change as the situation changes. The key concern is to assess the risks on a frequent basis and to develop responses to the situation as the need arises and at the same time safeguard the development of the school. It is envisioned that there will be a range of COVID measures moving forward.

CAMPUS Probability: Likely (reviewed weekly in LT meeting)

100% PRESENCE IN THE SCHOOL dependent on government regulations

- **Strict adherence to campus safety protocols.**
- **Clear criteria for the closing of the campus or particular sections of the school.**
- **Clear criteria for a return to campus with a phased return a possibility.**
- **Provision for students to complete hybrid/online learning.**

HYBRID Probability: Likely (reviewed weekly in LT meeting)

MIXTURE OF CAMPUS AND ONLINE LEARNING.

- **Different sections of the school on campus at different times with parts of the timetable online.**
- **Clear criteria for a full return to campus, with a phased return a possibility.**
- **Provision for students to complete online learning.**

ONLINE: Probability: Less Likely (reviewed weekly in LT meeting)

100% ONLINE TEACHING AND LEARNING

- **All teaching will be online**
- **Pre-School to be limited in its operation**
- **Clear criteria for a return to campus with a phased return a possibility**

SCHOOL ROUTINES AND PROCEDURES

ALL STAFF AND STUDENTS TO FOLLOW THE CDC GUIDELINES OF 3 W'S

- **W - WASH HANDS REGULARLY**
- **W - WEAR A FACE COVERING**
- **W - WATCH YOUR DISTANCE**

ALL STAFF AND STUDENTS

- Take body temperature before leaving home.
- Wear protective masks throughout the day.
- Temperature checked at school gate.
- Use hand sanitizer on entry and wash hands regularly and frequently throughout the day.
- Where possible, keep 2 metres away from others.
- Keep windows open where possible.

INCREASED WASHING OF HANDS

Throughout the school day, there will be scheduled times for students to wash their hands and use hand sanitizer.

WEARING A MASK WILL BE COMPULSORY

The purpose of wearing a mask while at school is for two main reasons:

1. Prevent the spread of droplets
2. Reduce individuals touching their faces

We ask that all individuals bring their own masks to school.

ARRIVAL AND DISMISSAL PROCEDURES

Until further notice, parents will not be permitted to enter the campus whilst children are on the site , in order to limit the total number of people on campus.

Arrival Procedures

- **Park and Drop** – Parents should drop off students at the front gate as much as possible. Temperature checks will be done at this entry point.

Dismissal Procedures

- Students should not gather or linger in common areas: they should be picked up promptly and leave.
- Students being picked up should go immediately to their parent or driver to exit the campus.
- No one should be staying on campus to use any unapproved facilities or equipment.

DEPARTURE FROM CAMPUS

Students will be dismissed from their homeroom or last class to collect their things and go straight to their transportation home. If they have to wait at all, students should keep a distance of 2 meters.

SPACE ARRANGEMENT

- Classrooms will be set up to allow for as much social distancing as possible.
- Seating positions being reorganised so that pupils are a safe distance apart.
- Increased use of outdoor spaces where possible.

PRECAUTIONARY ROUTINE

At the conclusion of each class, teachers or cleaners will spray each student's desk/workstation with approved disinfectant solution.

STUDENT SCHOOL ITEMS AND RESOURCES

In order to reduce the amount of sharing items we ask that students:

- Have their own personal water bottles
- Use their own personal school items
- Teachers should limit the sharing of non-essential classroom resources.

MOVEMENT AROUND THE CAMPUS

Walk on the right hand side and keep two metres away from others where possible.

PE PROTOCOLS

Teachers will decide whether students will remove their masks depending on the activity and if so, ensure distancing protocols are strictly followed.

- Teachers should plan outdoor activities whenever possible.
- Students change in groups of no more than 12, this will reduce the number of students per room.
- Teachers will limit activities that require physical contact

ART PROTOCOLS

Teachers will ensure that all art materials, brushes, palettes, etc. are disinfected by the students at the ends of each Art lesson.

MUSIC PROTOCOLS

Teachers will decide whether students will remove their masks depending on the activity and if so, ensure distancing protocols are strictly followed.

- Students should not share equipment
- Teachers or cleaners will spray music stands and any other surfaces touched by the students with disinfectant.
- Teachers will spray and wipe down community equipment (percussion instruments, guitars, pianos, etc.) with disinfectant after each class.

LIBRARY PROTOCOLS

All books will be disinfected upon receipt and issue.

FOOD SERVICE PROTOCOLS

The WIST kitchen staff will comply with all necessary precautions and regulations concerning safe food preparation and serving.

- Lunch schedule may be changed to allow for fewer people in the lunchroom at one time. **This will depend upon student numbers and enrollment.**
- Student seating will be spread out and students should be located diagonally opposite each other.
- Students lining up should keep their masks on until it is time to eat.
- Students lining up should keep a distance of 2 metres while waiting for their food.

SEATING FOR STUDENTS

Student seating in the cafeteria will be arranged to provide more space between all students. Spare classrooms may also be temporarily set up to provide overflow seating.

Cleaning in between groups – cleaning staff will clean and disinfect tables and chairs between student groups.

CLEANING

- **Increased school cleaning with disinfectants** – WIST will increase the frequency of cleaning and place a larger emphasis on commonly touched surfaces, such as door handles, banisters, and shared classroom items.
- **All classrooms will have spray bottles and wipes for disinfecting desks and work stations.**

WASTE MANAGEMENT

WIST will use open waste containers and remove waste regularly from school areas throughout the day.

SCREENING

- Temperature checks will be done at the front gate.
- General monitoring of student health by teachers – any students showing any symptoms should report to the Nurse for a health check and interview.

RECORDING – HEALTH DATA COLLECTION

- The Nurse maintains student records.
- Any student sent home for isolation until confirmation, should be documented and reported to the LT.
- Parents must report to the school any student staying home due to COVID related issues.

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.
- If contact with the student or staff member is necessary, then additional PPE should be worn.
- 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.
- If symptoms are verified by the school nurse, they are to be sent home to self-isolate for 10 days or until they receive a negative test result.

What happens if a student or staff member tests positive?

- 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.
- They should inform the school nurse (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 days after a negative PCR test), unless they are fully vaccinated.
- Members of the household and those people who have come into 'close contact' must self isolate for 10 days, unless they are fully vaccinated.
- '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.

Those that tested positive will only be able to return to school after 10 days and only after producing a negative test result, and if they do not have symptoms other than cough or loss of sense of smell/taste. 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 appropriate Head of School.

TEACHING STRATEGIES

- For children in nursery settings, teachers should focus on the prime areas of learning, including: communication and language, personal, social and emotional development (PSED) and physical development. For pupils in Reception, teachers should also assess and address gaps in language, early reading and mathematics, particularly ensuring children's acquisition of phonic knowledge and extending their vocabulary.

- For pupils in key stages 1 and 2, WIST will prioritise identifying gaps and re-establish good progress in the essentials (phonics and reading, increasing vocabulary, writing and mathematics), identifying opportunities across the IPC curriculum so they read widely, and developing their knowledge and vocabulary. The curriculum should remain broad, so that the majority of pupils are taught a full range of subjects over the year, including sciences, humanities, the arts, physical education/sport and relationships and health education.
- Video recording of lessons is advised in order to maintain provision for quarantined or isolated students. If this is not possible, asynchronous work should be provided.
- For pupils in key stage 3, the curriculum should also remain broad from year 7 to year 9 so that the majority of pupils are taught a full range of subjects over the year, including sciences, languages, humanities, the arts, physical education/sport, relationships and health education. For pupils in year 7, it may be necessary to address gaps in English and Maths by teaching essential knowledge and skills from the key stage 2 curriculum.

As with earlier key stages, it is likely that pupils in key stage 4 and 5 will need extra support to catch up on any content they have missed, but the school curriculum may be less flexible given the requirements of qualification specifications. The vast majority of pupils are expected to continue to study their examination subjects. This will support them towards their preferred route to further study.

ONLINE LEARNING

- Teachers will be required to be on school premises if permitted by the Uzbek authorities in order to teach online lessons.
- The schedule and modality of learning will look different for different ages of children and may involve synchronous (live) or asynchronous learning; in most cases it will be a combination of both.
- INSET training will share best practice for quality online learning.
- Shared resources for online content, tools and support will be provided with links and frequent updates.
- Online virtual learning walks informal observations will take place from Senior Leaders in order to offer guidance and support for colleagues.
- Use of teaching assistants will complement individual learning for our students, with breakaway supported and directed tasks anticipated to form good practice in our virtual school.
- Circle Time/PSHE/assembly opportunities should be explored and scheduled in order to offset the limited social and personal interactions our students face through distance learning.

Appendix 1

Guidelines for staff assisting students exhibiting symptoms of COVID 19 or being in close contact with a confirmed case

If a student exhibits symptoms of COVID 19, they **must** be sent home to self isolate.

Please follow the procedures below:

- Be calm and discreet.
- Ensure you and the student are wearing a mask and are distancing at least 2 m apart. If another adult is not in the class, wait outside with the student and ask another student to go to the PA/Reception and request an emergency cover teacher.
- Escort the student safely to the Nurse's Room and inform the school nurse of the symptoms the student is having or any details relating to close contact with a confirmed case.
- Once the student has been handed over to the nurse, return to your class.

Nurse's actions

- The nurse should be wearing a face mask and maintain at least 2 m distance where possible. If not possible or direct contact with the student is necessary, appropriate PPE should be worn.
- The nurse will make an evaluation whether the student's symptoms are COVID related or they have come into close contact with a confirmed case. If they are not COVID related or close contact was not made, the nurse will assess the care needed and decide if it is safe for the student to remain in school, using our standard medical procedures. Due to the current situation, we will be extra vigilant and cautious.
- If the evaluation results are deemed to be COVID related, including close contact, the nurse will request the Head of School to conduct questioning regarding close contact and the student's prior location. The Head of School will use this information to ensure subsequent appropriate communication and cleaning is carried out to minimise risk to others and this will be used in the subsequent decision making and actions of the school.
- The nurse will phone the student's parents, informing them (calmly) that the student has COVID symptoms/close contact and should be picked up from school immediately. Advice will be provided to take the student home to self isolate for 10 days (children will not be allowed to return until at least 10 days has elapsed, and they are symptom free and have a negative test result).
- The student should leave the school campus with parents, keeping a safe distance from other people and wearing a mask.

Further guidelines to consider

- If the student is in significant trouble e.g difficulty breathing, persistent pain or pressure in the chest, inability to stay awake or walk, bluish discoloration of lips and face, confusion or any life threatening illness, the nurse will take the child to emergency care. Parents will be notified to meet at the hospital and communication will be sought for any medical decisions; if this is not possible the nurse will be 'in loco parentis'.

Appendix 2

Providing First Aid to students on campus during COVID

All staff need to be aware of their own safety needs prior to beginning the care of others.

It is possible for staff to provide “social distanced first aid” in minor injuries maintaining at least 2 m, through clear instructions to the student depending on their understanding or if they are capable to do so, but treating the student should be the first concern. However, if the student is very young or needs to have direct contact, staff must wear appropriate PPE , should they have concerns of the risk.

If the student becomes unconscious or faints in a classroom or examination hall, assist the student as quickly as possible. To minimise sharing a breathing zone, ensure you adhere to the following:

- Evacuate all students and ensure medical help is requested e.g nurse, calling of ambulance.
- Depending on your evaluation of the situation, if time permits, use appropriate PPE e.g disposable gloves, face mask, face shield, plastic aprons etc. If time does permit, assist the child immediately.
- Check responsiveness.
- Check breathing (skip listening and feeling breaths, instead look for chest rise and fall or abdomen movements).
- Place the student in a safe or recovery position if the student is breathing.
- If the student is not breathing, commence hands-only CPR placing a cloth or towel covering the student’s nose and mouth until medical help arrives. AED may be used following the voice prompts. Avoid rescue breaths to minimise the potential risk of COVID transmission unless the situation is deemed to be critical.

Ultimately it is up to staff at the scene to evaluate and make a decision on the risk involved to them and the patient and what they are trained and able to do.

All further actions should be taken in line with our standard medical policy and procedures taking in account COVID safety measures.

[UKGOV operational guidance](#)