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4 June 2020

Dear Parents

Firstly, I hope that you are all still healthy and safe during this lock-down period. We are very happy to confirm our support of the Department of Education's decision that grades 10 and 11 learners may finally return to school on **8 June 2020**. Our hope is that grade 8 and 9 learners will follow shortly, we will advise you as soon as we have further information in this regard. On-line and contact teaching will carry on simultaneously.

In order to accommodate our parents during this COVID Pandemic, please note the following: Learners to be in full winter uniform (where possible) on Monday and Friday, civvies may be worn on Tuesday to Thursday. Hair must be neat and out of the face, all boys must be neatly shaved.

You have our assurance that we have everything in place at school to ensure your child's safety. Monitoring of learner's movement and adherence to the rules below will also be done via surveillance cameras. Please share all the information in this document with your child.

- Each class room has hand sanitizer to be applied at the beginning of each lesson. Learners are to sanitize their hands each time they enter a class (i.e. after a bathroom break or visit to the office).
- Each entrance to the school has a foot operated hand sanitizer stand to be used every time anyone enters or exits the building.
- There will always be sufficient hand soap and paper towels in the bathrooms, learners are encouraged to wash their hands as often as possible.
- Red tape markers have been put in the corridors to ensure safe social distancing when waiting to enter a classroom. We depend on our learners to apply adequate social distancing, this has become part of life now – remember to **always keep left**.
- Learners are to refrain from any contact (shaking hands, hugging etc) with any learner or staff member.
- Each desk will be sanitized after the lesson.
- Learners will be allocated to a specific desk in each class. Learners must always sit in the same allocated spot and may not move tables and chairs around. Learners to check the assigned seating in each classroom.
- No sharing of books or stationery allowed.
- When the bell rings to announce the end of a lesson, leave immediately to the next class.
- Use of lockers are prohibited – learners will be given an opportunity to collect their belongings from the lockers on their first day back at school, thereafter the lockers will be taped closed.
- All sporting activities, extra mural activities and gatherings have been cancelled for this year.

Entering of school buildings:

- a. Science block:
 - i. Maths learners (Mrs Prinsloo) enter the building immediately when period starts.
 - ii. Bio learners (Mrs Sauls) line up under the roof outside the Maths class.
 - iii. Science learners (Mr Van Eck) line up under the roof outside Science class.
- b. Upper block:
 - i. Always keep left. Dividers have been placed in the middle of the corridor to prevent learners from moving across the corridor – there is clear signage.
 - ii. All classes to enter as soon as possible.

Please take note of the following daily procedures:

1. Drop your child off at the usual place (parking area). We encourage vehicles not to hover around the circle but to rather use the open field to drop and turn around.
 - ALL LEARNERS to move directly to the east facing (wooden doors) of the Arena without entering Classroom or Admin blocks.
 - Sanitize hands when entering Arena.
 - Learners will be screened by register teachers from 07:00, on arrival, and then wait in the Arena in designated areas, which allows for social distancing.
 - Learners to move to their classes at approximately 07:30, but only on instruction from educators.
 - Late-comers to report directly to the office to be screened.

2. Screening process for all educators and learners:
 - Temperature will be taken.
If a temperature is too high, learners will go to the isolation room and parents will be contacted to collect them immediately.
 - The following questions will be asked:
 - i. Do you have a cough?
 - ii. Do you have a sore throat?
 - iii. Do you have shortness of breath?
 - iv. Do you have a temperature?
 - v. Have you been in contact with anyone who is COVID-19 positive?

3. During break-time: All learners to adhere to social distancing of 1.5 to 2m. In the event of rain, learners go to their register classes and sit at their allocated desks.

4. At the end of the school day learners are to be collected promptly. In cases where you do not collect your own child, please arrange with transport to be on time. In the event of rain, learners wait in the Arena. No learner to loiter around the school grounds.

5. The school bus will not be operational, until further notice.

6. Monday morning chapel: Learners to go to their register classes after leaving the Arena. Chapel will be streamed via video or intercom.

7. If your child experiences any of the following symptoms at home, please do not send them to school. If they develop these during the day they must report to the office **immediately**, and you will be called to collect them. They will be waiting in the isolation room, please report to the office to arrange collection.
 - Body aches, loss of smell or taste, nausea, vomiting, diarrhoea, fatigue, weakness or tiredness

8. Learners to wear a cloth mask / face shield **at all times** whilst on the school premises.

9. Remember to sneeze or cough into a bent elbow or tissue.

We thank you for your cooperation and express our appreciation for the encouragement that you have given to the children during online learning, we can all agree this was a huge adjustment. Our educators are very excited to welcome all our learners back to school.

Regards



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PRINCIPAL