Safety Guidelines on School Operation

Note that these guidelines were written in accordance with CT State guidelines, the Greek Archdiocese directives and CDC recommendations

1. Environmental Hygiene / School Premises
   - Classrooms, bathrooms and downstairs community room will be cleaned and disinfected daily after each class, with a designated deep cleaning day on Mondays to ensure the cleanliness and hygiene of the school premises.
   - Alcohol-based hand sanitizers will be installed outside of each classroom with a sanitizing station installed near the entrance of the white house in order for the students to use it upon entering the building.
   - To prevent the spread of COVID-19 in the school, we will not be using the water dispensers located in the hallways. We advise that each student have their own water bottle in their backpacks. Any requests for water breaks outside of the classroom will be denied.
   - School will maintain good indoor ventilation by keeping the windows/doors of the school hallway and classrooms open to allow air flow.
   - School will keep the bathrooms clean and dry and provide adequate hand washing facilities including liquid soap, disposable paper towels and lidded garbage bins.

2. Monitoring Body Temperature
   - The school will monitor students’ body temperature upon arrival to the school premises in order to identify students who may have a fever. Parents will be asked to wait in their car or standing at least 6ft away from the entrance until the students are cleared to enter the building. If a student has a fever of more than 99.8F, they will be sent home.
   - In the event that students become symptomatic during school hours, they will be separated from the classroom and remain in another room under the visual supervision of a staff member who is at least 6 feet away, until a parent/ guardian picks them up. Both the symptomatic student and the supervising staff should wear a face covering. Out of an abundance of caution the whole classroom will then be dismissed.

3. Proper use of masks
   - Teachers will be wearing a mask and a face shield to protect the students and themselves. Students are also asked to wear masks in school premises to minimize the risk of viral transmission. Wearing masks is particularly important for those who are sick, have just undergone quarantine or under observed medical surveillance. If students cannot wear masks due to own physical conditions or other reasons, the school will adopt other preventive measures upon request.
4. **Personal Hygiene**
   - The school will remind staff and students to take good care of personal hygiene. Whenever coughing or sneezing, they should use tissue paper to cover their mouth and nose. They should dispose soiled tissue paper in lidded garbage bins properly and wash hands thoroughly with liquid soap and water.
   - All students will be asked to bring their own personal hand sanitizers and tissue packs to use whenever they feel necessary.
   - School will post notices to urge staff and students to wash their hands with liquid soap.

5. **Arrival, Dismissal and Classroom Modifications to avoid contact**
   - School will avoid crowd gathering of students and/or parents at the school entrance. We will aim to reduce the flow of people within the same duration of time, as follows:
   - Markers will be placed 6 feet apart in all entrances, halls, bathrooms and classrooms, so that students and staff will know where to stand safely.
   - Students will be asked to enter the school and wait on one of the markers, to be temperature scanned before entering their classrooms. Once they have cleared the temperature scan, all students will be asked to sanitize their hands, before proceeding directly to their classroom.
   - The school will arrange students to sit in a single row with a “face-to-back” setting, and teachers will teach students who are facing one direction. Desks in the classrooms will be rearranged to single rows and the use of space will be maximized to ensure proper physical distance among students (desks will be placed 6 feet apart).
   - Students will be asked to bring their own supplies: pencils, papers, erasers and won’t be able to share supplies with anyone.
   - There won’t be any shared activities in or among classrooms to prevent crowd gathering of students.
   - Students will be dismissed one classroom at a time, to minimize contact.

6. **Recess and Snacks**
   - Students will have indoor recess and will be asked to keep their mask on during that time.
   - Students will play games that allow proper distancing and don’t require any shared equipment, but promote physical movement. No snacks will be allowed in the classroom.

7. **Assemblies/Celebrations**
   - Students will not gather in the community room to say prayers before class starts. Each classroom will establish their own routine regarding that matter.
   - Students will not participate in rehearsals for music, play and poems, since all events are cancelled for now.

8. **Examination, Tests and Assessments**
   - The school may consider replacing tests and examinations held during the school term. Instead, school may conduct formative assessments by taking into account students’ day-to-day learning performance and participation on the Ellinopoula platform.