



DELHI PUBLIC SCHOOL GHAZIABAD

— M E E R U T R O A D —

An initiative of Delhi Public School Ghaziabad Society

SCHOOL GUIDELINES – Prevention, containment and management of COVID 19

OBJECTIVES

1. Help the school administrators of schools to prevent the spread of COVID-19 among students, educators, support staff and parents.
2. Provide considerations for the isolation of suspected cases of COVID-19.
3. Provide guidelines to stake holders- Teachers, students and parents.

General Preventive Measures

1. Ensure that students and employees are screened when the schools reopen using the school Guidelines.
2. Ensure that students and employees are informed, trained and instructed as to the correct use of cloth masks and strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
3. Ensure that a risk assessment is conducted to identify categories of employees requiring Personal Protective Equipment (PPE).
4. Place signs or posters encouraging good hand and respiratory hygiene practices.
5. Prepare and maintain handwashing stations with soap and water.
6. Place 60% alcohol-based hand sanitizers in each classroom, at entrances and exits, at the reception/front office and near lunchrooms.
7. Implement an education program for students and staff on COVID-19.
8. Self-monitoring of health by all and reporting any illness at the earliest.
9. Students shall be permitted to visit school on voluntary basis subject to written consent of their parents wherein they accept the school guidelines and indemnify the school.

Planning of reopening of school

1. Students, teachers and employees living in containment zones will not be allowed to attend the school. Students, teachers and employees shall also be advised not to visit areas falling within containment zones.
2. Prior to resumption of activities, all work areas intended for teaching/demonstrations etc., including laboratories, other common utility



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areas shall be sanitized.

3. At all times, the teachers and students shall maintain a physical distancing of 6 feet apart, wherever feasible. Scheduling of activities and seating plan shall be made accordingly.
4. Ensure soap dispenser and availability of soap.
5. Specific markings on the floor with a gap of 6 feet may be made.
6. Assemblies, sports and events that can lead to overcrowding will not be conducted.
7. If a student, teacher is sick, they should not come to the school and follow necessary protocols in this regard.

Classrooms

1. Classrooms and especially water and sanitation facilities are to be cleaned at least once a day.
2. Surfaces that are touched frequently by many people (railings, lunch tables, sports equipment, door and window handles, toys, teaching and learning aids, etc.) must be cleaned more frequently.
3. Ensure that trash is removed daily and disposed of safely.

School

1. Ensure that the school principal procures and has available sufficient quantities of hand sanitizers, soap and disposable drying material for all classrooms, toilets, offices and staffrooms.
2. Entry of visitors, parents, and vendors is prohibited unless it is essential;
3. Strict access control measures are established and adhered.
4. All visitors must wear a face mask and sanitize their hands at the entry point
5. All visitors, except government officials, to make an appointment and state the nature of their visit.
6. There is regular communication with parents via newsletters, telephone, bulk SMS messages.
7. Parent meeting must be limited to one parent per student and maintain the social distance of at least 2 meters respecting the social gatherings restrictions.
8. Availability and management of supplies
9. Appropriate back-up stock of sanitization material like hand sanitizers, floor sanitizer (1% Sodium Hypochlorite), liquid soap, contact less thermometer etc.



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shall be made available.

10. We can purchase Pulse oximeter to check oxygen saturation levels of any symptomatic person.
11. Housekeeping employee will be trained about waste management & disposal

After opening of the schools

- a) At the entry point
 1. Entrance will be made after thermal screening through contact less digital thermometer.
 2. Grade X students will be allowed from Gate No. 2 and grade XII from Gate no. 3
 3. Only asymptomatic persons to be allowed in the school.
 4. Entry of visitors will be regulated/restricted.
- b) Conduct of guidance activities in the rooms or open spaces within the school campus
 1. Seating arrangement to ensure a distance of 6 feet.
 2. Staggering of outdoor activities will be done, with different timing slots, to allow for adequate physical distancing
 3. Teachers will ensure that they themselves and students wear masks.
 4. Sharing of items like notebook, pens/pencil, eraser, water bottle etc. amongst students will not be allowed enough information will be pasted through out the school.

Student Hygiene

1. Student hygiene should be encouraged.
2. Must Wash their hands frequently, always with soap and water for at least 20 seconds
3. Must Keep their nails and teeth clean
4. Refrain from touching their eyes, mouth, nose and face
5. Do not share food, utensils, drinks and other items like stationery with others
6. Sneeze or cough into a bent elbow or tissue, discard the tissue safely in a bin with a lid, then wash hands immediately;
7. Refrain from teasing anyone about being sick



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8. Share what they learn about preventing disease with their family, friends, and siblings; and
9. Tell the teacher or parents, if they feel sick, and to stay at home.
10. Create awareness to ensure the students do not gather when leaving the school and in their free time.

Social distancing

1. Schools should work on the practicality of implementing social distancing per class to apply the 1.5m social distance norm
2. The number of students per classroom must be reduced (50% of Class Strength)
3. Practicing thorough hygiene, the continuous use of cloth masks, symptomatic screening and enforcing practical social distancing for all students and teachers will be the most effective way of curbing transmission of COVID-19 at schools.
4. Schools must identify an isolation room for suspected cases and persons under investigation by the local health authorities.

Hygiene and Sanitation of School

1. Daily moping of the floors with (with 1% sodium hypochlorite).
2. Availability of soap in toilets and hand sanitizers in other common areas like corridors etc.
3. Regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces.
4. Deep cleaning of all drinking and hand washing area, washrooms will be ensured.