

### Physical distancing in classrooms

- Classrooms will be set up to accommodate reduced capacity. Student desks will be set at a safe distance apart (1.5 meters); physical markings will use in classrooms to ensure desks remain in the correct locations.
- Teachers will be positioned at the front of the classroom area, at a distance of 1.5 meters from the front row desks.
- Because of classroom capacity restrictions, there may be a need to change the classroom layout. The maximum capacity allowed in the class will be based on the space available. Each classroom, learning space and work area will be signed off by the School COVID-19 Task Force.
- The above may result in utilizing alternative spaces in the building to allow the school to run at maximum capacity. Space utilization considerations may include libraries, gyms, music rooms, breakout spaces, potentially some outdoor areas in cooler months, larger conference rooms or offices etc.
- Use of dividers where needed.
- Stagger classes if space is not available.
- Signs on all doors for the maximum capacity per room.
- In some situations, particularly in lower grades, staff will be expected to move between classes, as opposed to students moving to receive lessons.

### **Cleaning**

1. Common areas in the school (i.e. toilets, pantry, waiting areas, etc.) should be cleaned and disinfected every hour or after every use. This also applies to frequently used areas/ surfaces such as door handles, tables, seat rests, elevator keys, etc.
2. Total sanitization of the school prior to the official opening is necessary.
3. Daily clean up and sanitation of all areas and surfaces of the school premises and effective sanitization post completion of each day to be conducted.
4. RAKAA does not use cleaning/disinfecting products that carry a DANGER or a CORROSIVE label warning that may compromise the health of children and individuals with respiratory illnesses or medical conditions. Do not mix cleaners and disinfectants under any circumstances.
5. Frequently touched areas/surfaces should be disinfected after every use to ensure the highest efficacy of disinfectant action.

6. Clear guidelines should be set for security staff and those who are cleaning the school facility to ensure they follow the right measures such as wearing gloves and masks while cleaning.
7. Teachers have to encourage the student the hand washing regime and adequate hand washing breaks for children. Assist children with handwashing, especially younger children who cannot wash hands alone.
8. Hand Sanitizers are distributed to each area in the school.
9. Anyone entering the premises should be checked for wearing mask and should be asked to use the hand sanitizer available at the entrance.
10. Frequently used electronic devices should get disinfected after each use (i.e. Tablets, computers, etc.).
11. The school should encourage a paperless strategy and elevated use of technology in the educational provision to minimize contacts.
12. Place awareness/educational posters describing handwashing steps near sinks.
13. Where possible, all spaces should be well ventilated using natural ventilation (opening windows) or ventilation units
14. Ensure that cleaning services are punctual and thorough (i.e. bins should be emptied frequently, etc.)
15. Ensure that all staff and children:
  - Frequently wash their hands with soap and water for 20 seconds and dry thoroughly.
  - Clean their hands upon arrival at the setting, before and after eating, and after sneezing or coughing
  - Are encouraged not to touch their mouth, eyes and nose

### **Restriction**

1. All staff, visitors, and students over the age of 6 are mandated to wear masks at all times inside the school from entry. Non compliance will lead to denial of entry to the school facility.
2. Children over the age of 6 (all students in Grade 1 / Year 2 and above) should wear masks. Students and staff with medical conditions are exempted from wearing a mask with a medical certificate only.
3. Masks can be taken off during eating or during high intensity physical activities.
4. Staff who are in direct contact with children are encouraged to wear transparent masks / face shields to enable lip reading, and facial expression.
5. Housekeepers should wear gloves and masks while cleaning the facility.
6. Sufficient stocks of masks, gloves and sanitizers must be available and special designated bins to throw used items.