



مدرسة الوحدة العربية
ARAB UNITY SCHOOL

PARENTS GUIDE TO SCHOOL REOPENING AUGUST 2020





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WELCOME BACK TO SCHOOL!

Dear Parents,

We are delighted to hear the news of the reopening for the new academic year and we will implement all the necessary measures to ensure the safety of our students, staff and parents. Our dedicated team is making sure every inch of the school is sanitised and disinfected.

With these guidelines in place, we are confident that AUS will be able to welcome students back for the Academic Year 2020/21. This guide provides you with essential information to prepare you and your child for their return to school.

We really look forward to welcoming our students back!

A handwritten signature in black ink, appearing to read "Leonard Murphy".

Leonard Murphy
Principal





KEY MESSAGES AND ACTIONS FOR PARENTS TO SUPPORT THEIR CHILDREN BEFORE SCHOOL RE-OPENS

- Understand basic information about coronavirus disease (COVID-19), including its symptoms, complications, how it is transmitted and how to prevent transmission. **Stay informed about COVID-19 through reputable sources.** Be aware of fake information/myths that may circulate by word-of-mouth or online.
- Following basic principles can help keep students, teachers, and staff safe at school and help stop the spread of this disease.
- **Encourage children to discuss their questions and concerns.** Explain it is normal that they may experience different symptoms and reactions and encourage them to talk to teachers if they have any questions or concerns.
- Explain to your children that they will play an important role in keeping themselves and their community healthy by **wearing a mask, maintaining social distancing, and sanitising hands.**
- Highlight the **positive aspects of returning to school** such as being able to meet their friends and learning new things.
- **Continuously check in with your children** to evaluate their well-being when school begins.



Approach to Reopening School for the Academic Year 2020-2021

Our school re-opening plan for 30 August has been approved by KHDA.

If there are no changes in the country's health and safety regulations for schools before school opens, the guidelines described in this document will be followed in an effort to keep everyone safe and healthy, while promoting the best possible opportunities for effective learning.

Please familiarize your child/ren of our approach to reopen school so students can continue learning, and find out how we're keeping the health, safety and wellbeing of students and staff our top priorities.

PLEASE NOTE: Unfortunately, AUS will not be able to provide discounted rates on school fees or bus fees, but please make sure to contact the accounts department regarding a support plan if the current difficult circumstances necessitate it.



IMPORTANT TO NOTE:

- It is mandatory for all children of school-going age to be enrolled and registered in school for Academic Year 2020/21 – even if an arrangement has been agreed with the school that your child/ren will follow a full-time Distance Learning program. This is very important to avoid any chance of your child/ren to repeat an academic year in the future due to not complying with the Ministry of Education (MoE) regulations.
- Please ensure that you are present in the UAE, at least 14 days prior to your children's school reopening date to comply with any health and travel requirements set by the government.
- Students will be expected to stay 1.5m apart and wear masks at all times.
- No food will be sold at school and students have to bring their own food to school and are not allowed to share food with others.
- Inform the Principal or Head of Section if your child has undergone bereavement or loss due to the pandemic.

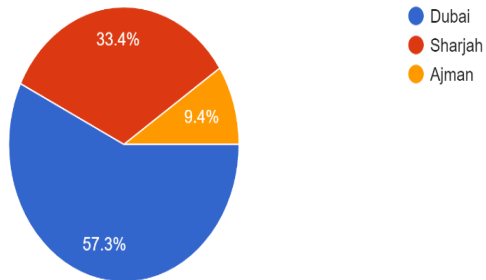
NOTE: **ONLY IF MANDATED** BY THE AUTHORITIES AT THE TIME OF THE SCHOOL REOPENING: Arrange for your child to undergo a COVID-19 PCR test prior to the start of the new academic year and share the report with the school.



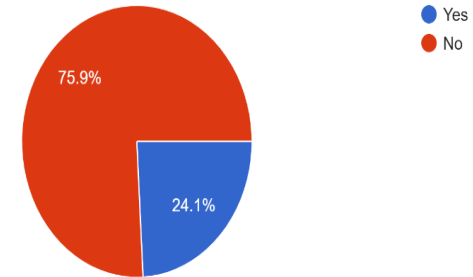
YOUR FEEDBACK IS IMPORTANT TO US

Your feedback received from our survey at the end of June provided us with very valuable information to prepare our re-opening plans for submission to KHDA..

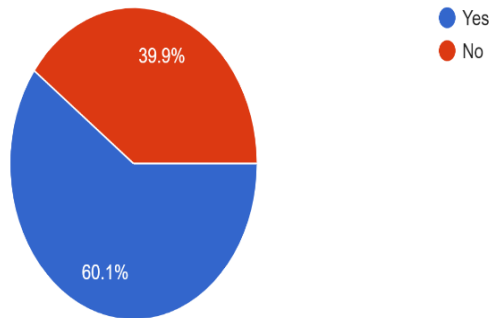
The Emirate
1,292 responses



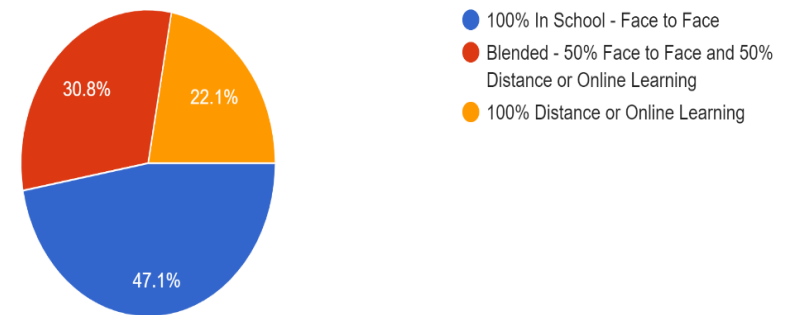
Do both parents work during the school day?
1,292 responses



If 100% In School - Face to Face, My child (children) will need Bus Transportation
1,292 responses



If given the option, I want my child (children) to receive their lessons...
1,292 responses





HEALTH AND HYGIENE



- AUS has been working in collaboration with an accredited, external health & safety officer to *certify the school as a safe learning environment, meeting all mandatory regulations, for onsite learning.

* The certification will be completed by 17th August 2020

- The entire school will be cleaned and sanitised every day in the afternoon hours when all the students and staff have left.
- Cleaning and sanitising of all the contact surfaces including AC, door handles, switches, water faucets, keyboards, monitor screens, etc. will be done every day after school.
- Any support or maintenance work that requires external service providers will be carried out after school hours only.
- All support and maintenance people will also comply with the guidelines provided by the health and safety authorities.





EMERGENCY MEDICAL PROCEDURES IN CASE OF SUSPECTED COVID-19 CASE

- Any suspected case will be **referred to the isolation room directly without going to the school clinic** where the school doctor or nurse on duty will immediately isolate the person in accordance to the KHDA and DHA regulations. At the time of dealing with any COVID-19 suspected case, the medical staff will wear the DHA approved Personal Protection Equipment (PPE) to ensure their own safety.
- If it is a student, the parent/s will be called immediately and also sent a personal message via the school's LMS app that provides the feature of push notification with immediate delivery. The parent will have to come and collect the student and sign a form committing to take the student for a COVID-19 test and to inform the school of the result. If the parent or any other pre-approved person are not able to come and collect the child, the child will be kept in the Isolation Room and the school's counselling or medical staff will support the child till s/he is collected safely.
- In the case of staff showing suspicious COVID-19 symptoms, they will be asked to go for a COVID-19 test and notify their Head of Section at the earliest of the result while self-isolating.
- In all suspected COVID-19 cases, the necessary tracking and tracing procedures will be followed to identify anyone whom have possibly been in contact with the suspected infected person and they will all be asked to self-isolate till the suspected person's COVID-19 test comes back as negative.
- In the case where the test is positive for COVID-19, all the people whom have been in contact with the infected person will be notified to go for a COVID-19 test also and notify the school of the result as soon as it is available, while self-isolating at home.





SUPPORTING THE WELLBEING OF AN INFECTED PERSON WHEN SUSPECTED OF COVID-19 INFECTION FROM ONSET TILL RETURNING TO SCHOOL AGAIN

- The school's medical doctor and nurses are trained to calm and reassure any child or adult brought to the isolation room when suspected of COVID-19 infection. Their counselling is supported by clear communication documentation provided by relevant authorities and support organizations.
- The school counselling team, that is led by the Head of Inclusion, is also trained to provide additional support to children who may be **referred to the isolation room directly without going to the school clinic** for suspected COVID-19 infection.
- Both the medical and counselling staff also provide appropriate support to the parents or caregivers of the children from identifying suspicious symptoms till returning to school again.

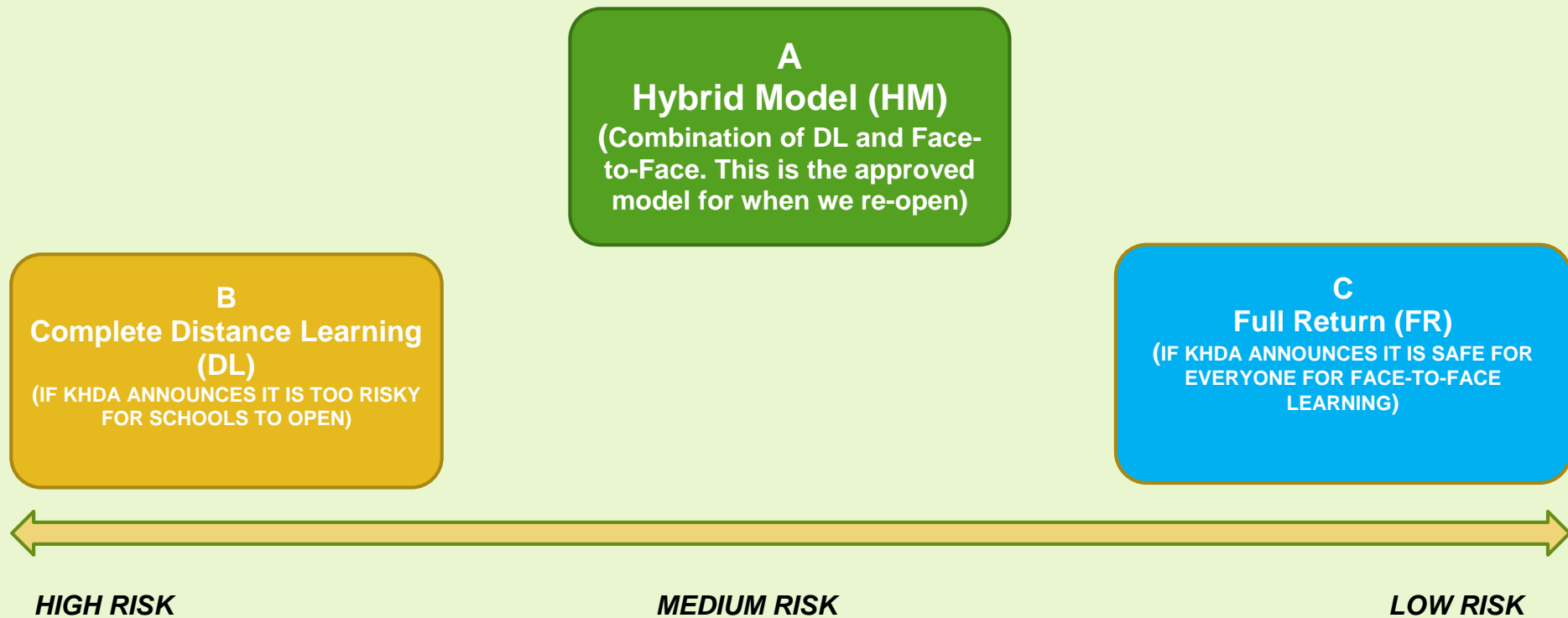




LEARNING MODELS

Our aim is to provide quality teaching to promote effective learning for all students whatever the challenges and circumstances.

To achieve this, different models of learning will be considered depending on the risk level at that point in time.





A Hybrid Model (HM)

***NOTE: UNTIL FURTHER NOTICE THIS MODEL WILL BE FOLLOWED IN AUS**

This model will be followed when there is a **medium risk** (as it is currently) and authorities judge that the pandemic can be significantly controlled. It is closely linked with the mandatory regulations regarding school bus and classroom occupancy limitations. The current bus occupancy is maximum 50% and with the class sizes that AUS has, the classrooms can accommodate a maximum of 50% of the usual number of students to ensure that the minimum 1.5m social distancing rule is consistently observed.

It will consist of a Blended Learning Cycle (BLC) approach with a **combination of On-Campus (OC) and Distance Learning (DL)** carefully blended to promote optimum learning opportunities, while the **safety of students and staff are prioritised**. To maintain at least 1.5m between students in classrooms and otherwise, no more than 50% of students will physically attend the school premises on a specific day to engage directly with teachers and peers in the **On-Campus (OC) phase** of the Blended Learning Cycle (BLC). The rest of the students will be actively engaged in the **Distance Learning(DL) phase** of the Blended Learning Cycle (BLC).

- **Distance Learning Phase (DL)**

Each Blended Learning Cycle (BLC) starts with the DL phase that may include pre-recorded video lessons and other appropriate activities and non-formal, mini-assessments to prepare the students for the next day when they will visit the school for the on-campus phase. All learning materials and resources are accessible via the new **ILLUMNUS APP**. The focus of the DL phase is on introducing and explaining a new topic of work and will be more instructional in nature. It may include online activities and non-formal, mini-assessments and announcement of projects and homework tasks to be prepared for the next day when they will be in school.

Preferably, most of the queries will be solved during the next day's On-Campus (OC) visit to the school where they will interact with their teachers and peers directly. Any urgent questions or queries may be shared via the chat function of the ILLUMNUS APP for teachers to respond to between 2pm and 3pm in the afternoon.



- **On-Campus Phase (OC)**

The students whom have completed the DL phase of the Blended Learning Cycle (BLC) visit the school the following day **to interact face-to-face with their teachers and peers in the classrooms** while all are **wearing masks** and adhere to the **social distancing rules**. The focus of the On-Campus (OC) phase of the BLC is more on clarifying further doubts that students may have from the previous day's DL activities and mini-assessment AND facilitating learning opportunities to APPLY the knowledge and skills necessary to properly embed the learning material. It will also provide opportunities for developing important 21st Century skills like communication, collaboration, creativity and critical thinking. Any practical activities, e.g. science labs, computer labs, arts, music and PE, will be conducted during these On-Campus (OC) days of the BLC. Any formal and official assessment, e.g. curricular tests, exams, CAT assessments, will be conducted under teacher supervision on these days.

NOTE: The above description may be very different for our younger students of FS2 till Y2 and will be clarified by the teachers during the first week back.

The two groups of students will swap on a 10-day rotation. One group of students will visit school every uneven day (1,3,5,7,9) and the other group of students will visit the school every even day (2,4,6,8,10).

Normal school hours will be maintained from 7.45am till 2pm, but FS2 students may be collected between 12pm and 12.30pm.

WHO WILL VISIT SCHOOL FOR THE ON-CAMPUS DAYS?

The respective groups of students who will attend school on the alternate days will be determined by the geographic location where they live.

There will be a **NORTH GROUP** and a **SOUTH GROUP**.

- ✓ The **NORTH group** will be students who live in the following areas: *Sharjah, Ajman and adding Al Mizhar, Mirdif, Oud Al Muteena, Al Khawaneej, Al Rashidiya, Al Warqa as appropriate to balance classes*
- ✓ The **SOUTH group** will be students who live in the following areas: *Dubai - except for the areas mentioned in the North group*

NOTE: The North/South group your child/ren will be grouped into will be announced during the week beginning 23rd August



Class lists have been distributed according to these groups to manage the maximum 50% bus and classroom occupancy rate due to the current health and safety regulations.

Everyone will be informed of which group they will fall into during the week beginning 23rd August.

B Complete Distance Learning Model (DL)

This model will be followed in the event that there is still a **high risk** for students to become infected when visiting school campuses.

In this model all students learn from home with the DL program that will be accessible via the **new ILLUMNUS APP** that may be downloaded from Google Play Store and Apple Store. All online materials will be available and all live, interactive video lecturing will occur via this ILLUMNUS learning management system (LMS) that is unique to AUS and digitally safe and secure. Students (and their parents) will, God willing, receive their **individual login details during the week beginning 30th August.**

For students who obtained **prior permission from the school to NOT attend school physically**, this complete DL model will be followed. They will still follow the same learning cycle as the group (North/South) that they fall in where the first day of the learning cycle is the same DL component that their peers use. On the days that these students would have attended school they will have access to 'live stream' lessons of AUS teachers that will be accessible via the ILLUMNUS APP's video lecturing feature.

Any urgent questions or queries may be shared via the chat function of the ILLUMNUS APP for teachers to respond to between 2pm and 3pm in the afternoon. PLEASE BE PATIENT TO RECEIVE A RESPONSE FROM TEACHERS AS THEY WOULD JUST HAVE FINISHED A FULL SCHOOL-DAY ON CAMPUS WITH THEIR FACE-TO-FACE TEACHING SESSIONS.

C Full Return Model (FR)

This model will be followed where there is **low risk** for COVID-19 infection and everyone can return to face-to-face interaction on the school campus.

We are all looking forward to return to the pre-COVID19 "normal" where all of our students and staff will be welcomed back onto the school campus again. This will remain the model AUS will strive towards as soon as authorities' regulations allow.

Even when everyone returns to school for face-to-face interaction every day, the **technology will continue to play a key role in the future to enhance and personalise our students' learning experiences.**



ENTRY PROTOCOLS

- All students attending school for on-campus learning must report to school by **7.45am**.
- When arriving at school, all students and staff are required to wear their own masks and may be sent home if not in compliance with the health & safety regulations. Sanitizers will be available at the points of entry.
- **Parents or other care givers will not be allowed to enter the school premises with their children**, but may enter the school via the Main/Taher Hall reception to speak to the receptionists for any queries or support after their temperatures are checked and other health and safety checks have been conducted.

OWN TRANSPORT STUDENTS ARRIVAL ARRANGEMENTS

- Temperatures of the students and staff arriving at school with **own transport** will be checked with camera or hand-held temperature scanners in the respective reception areas:
- **Primary School students** will enter from the **Admin Reception Area at Gate 2** close to the Primary School entrance





- **FS2, Secondary School and Sixth Form students will enter from the Main Reception area at the Taher Hall**

- When there are **more than one sibling entering** the school at the same time, the entrance will be used of the **youngest sibling**.
- After the temperature and other safety checks in the respective reception areas, teachers and other staff will be on duty to support and guide students to their classrooms immediately without congregating elsewhere first.

BUS TRANSPORT STUDENTS' ARRIVAL ARRANGEMENTS

- Students and staff using the school's **bus transport will be checked for temperature and other symptoms at the point of boarding the bus**. In the event that a student or staff member shows any symptoms of COVID-19, s/he will not be allowed to board the bus.
- When arriving at school, bus students and staff will move to their classrooms directly without congregating elsewhere first. Staff will be available at the bus gate to support and guide bus students to their classrooms.
- *In the event that a student or staff member develops any possible COVID-19 symptoms during the bus ride, s/he will be taken directly to the Isolation Room in the school.*





BUS TRANSPORT

- According to the KHDA and MoE regulations, the number of students boarding any bus will be reduced to **50% of the capacity of the bus – including the driver and bus nanny.**
- Teachers and other school staff using the school's transport will be transported on separate buses and collected at specifically identified pick up points where they will also be dropped off in the afternoons.
- Teachers and other school staff will arrive to school by 7.30am in the mornings and leave school at 3pm in the afternoons.
- **Students must arrive at school by 7.45am and leave school at 2pm.**
- **FS2 students** who make use of the school's bus transport, will also leave school at **the same time as the rest of the school.** These students will be engaged with a self-guided play program while they are waiting for the rest of the school to leave on the buses at 2pm in the afternoon.
- Every bus will have a **specific seating plan** where students must sit and stickers on seats to ensure occupants will be at least 1.5m apart from one another. Where necessary, older siblings may be allowed to sit with their younger siblings during the bus trip.



- Safety signage and hand sanitiser will be available on **every bus and before and between trips the buses will be cleaned and sanitised.**
- **Wearing masks** will be **compulsory** for all the students and staff on the school buses at all times.
- **Students' and staff's temperatures will be taken BEFORE boarding the bus and WILL NOT be allowed to board if the body temperature reading exceeds 37.5 degrees Celsius.**
- If there is any reason to suspect someone of **exhibiting COVID-19 symptoms s/he will not be allowed to board the bus at the pick-up point and the parent will be called immediately to keep the child at home** if the parent is not physically there at the moment of pick-up.
- Students will be supported and supervised by a nanny on each bus. The nannies and drivers will also be wearing masks at all times.



EXITING PROTOCOLS

- At the end of the school day **bus students** will be guided **directly to the buses** where the bus nannies and drivers will ensure that they sit according to a specific seating plan to ensure the appropriate social distancing.
- Own transport students will be guided directly to the dedicated pick-up areas as appropriate for the section of the school they are based. More detailed information regarding the PICK-UP POINTS will be shared by the relevant Heads of Sections. **Parents are requested to adhere to these arrangements to keep our students, staff and parents as safe as possible.**
- In the afternoon parents/care givers/drivers will collect their children from the dedicated area where their children will be waiting under the supervision of staff **without entering the school premises** to collect their children.

MEETING PROCEDURES OUTSIDE OF SCHOOL HOURS

- KHDA requested that meetings with parents will be arranged by prior appointment and **preferably remotely** to avoid unnecessary direct interaction.
- In AUS these online meetings will be arranged via the Video Interactive feature on the school's new LMS App, called **Illumnus**.
- Face-to-face meetings will be avoided till further notice.



ATTENDANCE

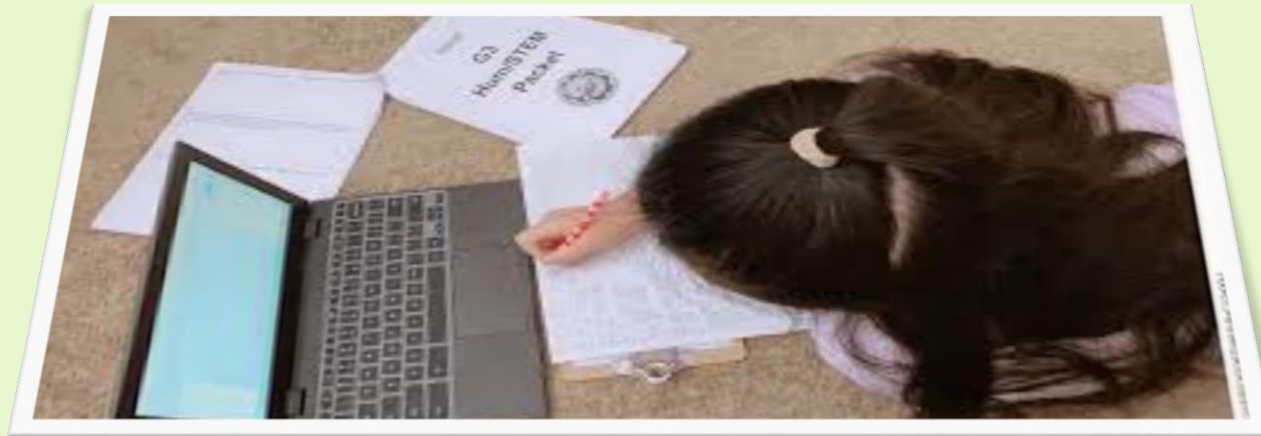
- All students shall **return to school on 30th August from which date their attendance will be registered**. As explained on page 14, the return to **on-campus visits will happen according to the Group NORTH and Group SOUTH distribution** and parents will receive notification of within which groups their children will be registered on the class lists during the week beginning 23rd August.
 - Attendance is compulsory during all modes of learning, be it face-to-face (on-campus) or remotely (Distance Learning). **STUDENTS WILL BE GUIDED BY THE NEW ONLINE AND FACE-TO-FACE POLICY THAT WILL BE AVAILABLE ON THE SCHOOL WEBSITE AND SHARED VIA THE ILLUMNUS APP.**
 - Absence is only authorised for the following reasons, confirmed by a signed letter from the parents/guardians or by the way of official documents to attest for the full duration of the absence:
 - Illness
 - Death of a first- or second-degree family member
 - Scheduled doctor appointments
 - Essential and urgent family travel for matters such as medical treatment or death of a family member
- PLEASE NOTE: Authorised absence is not recorded as present on school record, BUT as “Authorised Absence”***
- It is the parents’ responsibility to notify the school of planned absences in advance and submit any appropriate documentation as required.
 - Students with any high-risk health conditions may be exempted from physically attending the school premises upon submission of a medical certificate attesting the medical condition. Further guidelines will be shared as they become available from the authorities.



- Where officially registered Students of Determination follow specialised learning programs online via the Distance Learning (DL) program it will be accessible on the Illumnus Student App. Login details for individual students will be sent to parents via email during the week beginning 30th August.
- Exempt students are still required to attend classes remotely via the school's Distance Learning (DL) program that will be accessible on the Illumnus Student App. Login details for individual students will be sent to parents via email during the week beginning 30th August.
- To allow prescribed social distancing within classrooms, only 50% of the total strength of students will be attending school on alternate days **as explained on Page 14** of this document.

IMPORTANT

Due to the new blended learning model that will be followed, every student must bring his/her OWN DEVICE TO SCHOOL e.g. laptop or tablet/iPad and WILL NOT BE ALLOWED TO SHARE with anyone





FOUNDATION STAGE 2 (FS2)

- ✚ Our **Hybrid Model** as explained on Page 13&14 of this document, that will consist of a **blended learning cycle (BLC) approach**, will provide opportunities for our students to engage with a valuable face-to-face learning experience, while also benefiting much from high-quality online provision. Our students' DL provision will now be more enhanced and digitally safer due to the introduction of the ILLUMNUS App for students & parents.
- ✚ FS2 students will **start the academic year** in stages according to their classes from **Tuesday 1st September 2020** to allow the appropriate health and social distancing arrangements to be managed from the start. The starting dates will be shared with parents via email or or telephone during the week beginning 23rd August.
- ✚ **IMPORTANT: Students who are dropped off at school on the wrong days will be placed under supervision in a separate venue and NOT enter the classroom with their peers on that day. Parents will be called to come and collect their child/ren at the earliest. If this behaviour is repeated, these students will not be allowed to attend the On-Campus classes any longer and will continue their learning via the Distance Learning Model.**
- ✚ For the FS2 students, the following school hours will be followed from **7.45am till 12.15pm**.
- ✚ **If they use the bus**, they will be engaged in supervised, self-directed play and **leave with the rest of the school at 2pm**.
- ✚ If accompanied by parents/care givers, they **enter at the Main/Taher Hall reception** where the required health and safety checks will be performed.
- ✚ **Parents/care givers are NOT allowed to enter the school premises** when students enter or exit the building.





- ✚ A teacher or an assistant will welcome our children and accompany them to their classrooms in the morning and will do the same in the afternoon to bring them to the collection point outside the Main/Taher Hall Reception.
- ✚ Parents may collect their children from 12.15pm till 12.30pm from the dedicated pick-up area in front of the Main/Taher Hall reception. **Parents are NOT allowed to enter the school premises to collect their children.**
- ✚ They will follow the same bus transport and own transport protocols than other students in terms of measuring their temperatures and physical distancing arrangements.
- ✚ A variety of areas are available for their learning on a daily basis and each of these areas have dedicated staff who supervise the learning and vigilantly observe other safety and physical distancing protocols. The staff working with this age group includes teachers, teaching assistants (TA) and nannies.
- ✚ **Learning bubbles (consistent groups of maximum 10 students)** will work in dedicated areas that may include the classroom, one of the activity rooms and one of the Free Choice-Play areas where dedicated members of staff supervise the learning and safety and physical distancing protocols. The same 10 students stay in a constant group to decrease the chances of interacting with larger numbers of students. In the event that anyone is diagnosed with COVID-19 these constant groups will allow easier tracking and tracing of others who may have been in contact with the COVID-19 positive child or adult.
- ✚ For the moment, the separate play equipment area with slides and swings will be avoided until further notice.
- ✚ All the stationery that will be used by children will be dedicated to each one separately and not shared. Regular hand washing and/or hand sanitizing routines will be followed at very regular intervals throughout the day. Sharing of food and other equipment will be vigilantly monitored and managed to ensure the highest safety standards. Dedicated nannies and cleaning staff will keep all areas, including the washrooms, clean and sanitized. When visiting the washrooms students will be accompanied by dedicated nannies and follow the 2m social distancing rule while waiting their turn.



- ✚ Each Learning Bubble will work on a rotation system that is pre-planned and determined on a timetable where main areas are used to accommodate groups of maximum 10 students who stay together without the opportunity to access the same areas at the same time. These areas include the classrooms, one of the activity rooms and one of the outside play areas.





PRIMARY SCHOOL (YEARS 1-6)

- ✚ Our **Hybrid Model** as explained on Page 13&14 of this document, that will consist of a **blended learning cycle (BLC) approach**, will provide opportunities for our students to engage with a valuable face-to-face learning experience, while also benefiting much from high-quality online provision. Our students' DL provision will now be more enhanced and digitally safer due to the introduction of the ILLUMNUS App for students & parents.
- ✚ PS students will **start the academic year from Sunday 30th August**.
- ✚ To allow the appropriate health and social distancing arrangements to be managed from the start, they will **attend school according to their geographic location (North/South) groups as explained on Page 14**.
- ✚ The starting dates will be shared with parents via email or telephone during the week beginning 23rd August.
- ✚ **IMPORTANT: Students who are dropped off at school on the wrong days will be placed under supervision in a separate venue and NOT enter the classroom with their peers on that day. Parents will be called to come and collect their child/ren at the earliest. If this behaviour is repeated, these students will not be allowed to attend the On-Campus classes any longer and will continue their learning via the Distance Learning Model.**
- ✚ The same school hours will be followed from 7.45am till 2pm.
- ✚ PS students **enter the school at the Admin reception next to Gate 2 where the necessary health checks will be done.**





- ✚ **Parents/care givers are NOT allowed to enter the school premises when students enter or exit the building.**
- ✚ A teacher or assistant will welcome our children and accompany them to their classrooms in the morning and will do the same in the afternoon to bring them to the collection point outside the Main/Taher Hall Reception.
- ✚ Parents may collect their children from **2pm till 2.30pm** from the dedicated pick-up area/s that will be shared in more detail by the Head of Section. **Parents are NOT allowed to enter the school premises to collect their children.**
- ✚ Buses will leave just after 2pm and PS students will follow the same bus transport and own transport protocols than other students in terms of measuring their temperatures and physical distancing arrangements.
- ✚ Primary school students' mobility will be minimized and they will not shift between classrooms from period to period, but will be based in one Home Room and teachers will shift between classrooms to these Home Rooms.
- ✚ When there are specialty venues to be visited for effective learning e.g. science labs, IT labs, PE lessons and Art rooms, special care will be taken during the movement of the smaller groups of children to avoid close encounters with other classes' students. Special care will be taken to ensure social distancing and other safety protocols to be effectively observed.
- ✚ Students will all have to wear masks and regular hand washing/sanitization will be included in the daily routines.
- ✚ Each student will use his/her own, labelled stationery packs and are not allowed to share.
- ✚ Students have to bring their own food and beverages to school (including a labelled water bottle) and lunch breaks will be staggered to avoid larger groups of students to share the same spaces.
- ✚ Assessments will be a combination of online assessments and on-site assessments to accurately determine and track students' attainment and progress per lesson, per topic and per term.



SECONDARY SCHOOL - BOYS & GIRLS (YEARS 7-11)

✚ Our **Hybrid Model** as explained on Page 13&14 of this document, that will consist of a **blended learning cycle (BLC) approach**, will provide opportunities for our students to engage with a valuable face-to-face learning experience, while also benefiting much from high-quality online provision. Our students' DL provision will now be more enhanced and digitally safer due to the introduction of the ILLUMNUS App for students & parents.



✚ Secondary school students will **start the academic year from Sunday 30th August 2020.**

✚ To allow the appropriate health and social distancing arrangements to be managed from the start, they **will attend school according to their geographic location (North/South) groups as explained on Page 14.**

✚ The starting dates will be shared with parents via email or telephone during the week beginning 23rd August.

✚ **IMPORTANT: Students who are dropped off at school on the wrong days will be placed under supervision in a separate venue and NOT enter the classroom with their peers on that day. Parents will be called to come and collect their child/ren at the earliest. If this behaviour is repeated, these students will not be allowed to attend the On-Campus classes any longer and will continue their learning via the Distance Learning Model.**

✚ The same school hours will be followed from 7.45am till 2pm.



- ✚ Secondary school students **enter the school at the Main/Taher Hall reception where the necessary health checks will be done.**
- ✚ **Parents/care givers are NOT allowed to enter the school premises when students enter or exit the building.**
- ✚ Parents may collect their children from **2pm till 2.30pm** from the dedicated pick-up area/s that will be shared in more detail by the Head of Section. **Parents are NOT allowed to enter the school premises to collect their children.**
- ✚ Buses will leave just after 2pm and will follow the same bus transport and own transport protocols than other students in terms of measuring their temperatures and physical distancing arrangements.
- ✚ Secondary school students' mobility will be minimized and they will not shift between classrooms from period to period, but will be based in one Home Room and teachers will shift between classrooms to these Home Rooms.
- ✚ When there are specialty venues to be visited for effective learning e.g. science labs, IT labs, PE lessons and Art rooms, special care will be taken during the movement of the smaller groups of children to avoid close encounters with other classes' students. Special care will be taken to ensure social distancing and other safety protocols to be effectively observed.
- ✚ Students will all have to wear masks and regular hand washing/sanitization will be included in the daily routines.
- ✚ Each student will use his/her own, labelled stationery packs and are not allowed to share.
- ✚ Students have to bring their own food and beverages to school (including a labelled water bottle) and lunch breaks will be staggered to avoid larger groups of students to share the same spaces.
- ✚ Assessments will be a combination of online assessments and on-site assessments to accurately determine and track students' attainment and progress per lesson, per topic and per term.



SIXTH FORM (YEARS 12-13)

- ✚ Our **Hybrid Model** as explained on Page 13&14 of this document, that will consist of a **blended learning cycle (BLC) approach**, will provide opportunities for our students to engage with a valuable face-to-face learning experience, while also benefiting much from high-quality online provision. Our students' DL provision will now be more enhanced and digitally safer due to the introduction of the ILLUMNUS App for students & parents.
- ✚ Secondary school students will **start the academic year from Sunday 30th August 2020.**
- ✚ To allow the appropriate health and social distancing arrangements to be managed from the start, they **will attend school according to their geographic location (North/South) groups as explained on Page 14.**
- ✚ The starting dates will be shared with parents via email or telephone during the week beginning 23rd August.
- ✚ In the Sixth Form (Y12 and 13) it may be possible for all the students to attend certain classes due to the much lower number of students registered for certain subjects in this program in the school. **If this is possible, the arrangements will be shared by the SF leadership directly to the students involved.**
- ✚ **IMPORTANT: Students who are dropped off at school on the wrong days will be placed under supervision in a separate venue and NOT enter the classroom with their peers on that day. Parents will be called to come and collect their child/ren at the earliest. If this behaviour is repeated, these students will not be allowed to attend the On-Campus classes any longer and will continue their learning via the Distance Learning Model.**





- + The same school hours will be followed from **7.45am till 2pm**.
- + Sixth Form (SF) students **enter the school at the Main/Taher Hall reception where the necessary health checks will be done.**
- + Parents may collect their children from **2pm till 2.30pm** from the dedicated pick-up area/s that will be shared in more detail by the Head of Section. **Parents are NOT allowed to enter the school premises to collect their children.**
- + Buses will leave just after 2pm and will follow the same bus transport and own transport protocols than other students in terms of measuring their temperatures and physical distancing arrangements.
- + SF students' mobility will be minimized and they will not shift between classrooms from period to period, but will be based in one Home Room and teachers will shift between classrooms to these Home Rooms.
- + When there are specialty venues to be visited for effective learning e.g. science labs, IT labs, PE lessons and Art rooms, special care will be taken during the movement of the smaller groups of children to avoid close encounters with other classes' students. Special care will be taken to ensure social distancing and other safety protocols to be effectively observed.
- + Students will all have to wear masks and regular hand washing/sanitization will be included in the daily routines.
- + Each student will use his/her own, labelled stationery packs and are not allowed to share.
- + Students have to bring their own food and beverages to school (including a labelled water bottle) and lunch breaks will be staggered to avoid larger groups of students to share the same spaces.
- + Assessments will be a combination of online assessments and on-site assessments to accurately determine and track students' attainment and progress per lesson, per topic and per term.



PLANS FOR THOSE WHO HAVE PERMISSION TO FOLLOW THE COMPLETE DISTANCE LEARNING MODEL OR NOT ATTENDING SCHOOL DUE TO UNFORESEEN REASONS

- ❖ If a parent **CHOOSES NOT** to send his/her child/ren to school for the On-Campus day visits, an official request via email should be sent to the relevant Head of Section **PRIOR TO THE START OF THE SCHOOL**. The reason/s for this decision should be clearly explained and any relevant documentation added for the school's records and reference of the KHDA and MoE.
- ❖ A Complete Distance Learning (DL) model will be used to continue to provide quality learning opportunities to those who cannot come to school for any on-site, face-to-face education. The blended learning cycle (BLC) approach will still be used and the DL component of each learning cycle will include pre-recorded videos, interactive activities and assessments to prepare students for the next day's activities that will be guided by the teacher from a classroom that will be streamed live via the school's new LMS app.

IMPORTANT: The school fee structure for students who choose to use this mode of learning will be the same as any other mode of learning and no school fee discounts will be provided.





INCLUSIVE EDUCATION SUPPORT

- ❖ For our Students of Determination and Students with Special Education Needs, individual education plans (IEPs) will be prepared in collaboration with the students, parents, teachers and other specialists (if appropriate). Our Inclusion Team, headed by Ms Dhanya Augustus (Head of Inclusion), will be in touch with individual students during the week beginning 23rd August.
- ❖ If a parent decides NOT to send his/her child/ren to school for the On-Campus day visits, an official request via email should be sent to the relevant Head of Section PRIOR TO THE START OF THE SCHOOL. The reason/s for this decision should be clearly explained and any relevant documentation added for the school's records and reference of the KHDA and MoE.
- ❖ An individualised program will be followed that may consist of DL and face-to-face learning support as agreed during the preparation of the individual education plan (IEP).

IMPORTANT: The school fee structure for students who choose to use this mode of learning will be the same as any other mode of learning and no school fee discounts will be provided.





OPTIMIZING SCHOOL FACILITIES

LABORATORIES & LIBRARIES

- Social distancing will be maintained in all the laboratories.
- No more than 15 students will be allowed in any of the labs at a time.
- Sanitizers will be available in all the labs too.
- Wearing a mask at all times will be compulsory for everyone present in the labs.
- The same safety regulations will apply for the Computer labs.
- All the health and safety measures will be followed in the school library too.
- Arrangement of the reading tables, chairs and bookshelves will also be done in compliance with the regulations.



SCHOOL CLINIC

- A sufficient number of medical staff will always be available in all the clinics in each section of the school.
- They will all be wearing face shields, masks and gloves compulsorily.
- The Clinic Waiting Rooms will be non-functioning temporarily.
- Only one student at a time will be attended to.

ISOLATION ROOM

- A dedicated Isolation Room will be available close to the main clinic in the event that someone is suspected of COVID-19 infection and symptoms.
- Parents will be notified at the earliest in the event of any suspicious symptoms suggesting possible COVID-19 infection.



WASHROOMS

- The use of washroom will be managed and monitored strictly to avoid more number of students in the area.
- Limited number of students will be allowed to use the washrooms at a time.
- Washrooms will be cleaned on a regular basis to keep them clean, sanitized and dry.
- Hand wash, toilet paper/tissue, sanitizers will be kept in all the washrooms to maintain utmost hygiene.

This document has been designed in an effort to keep everyone as safe as possible while promoting efficient and successful learning. Let's face every challenge that may come in the future positively together.

LET'S GO AUS!!