



MEMORANDUM OF UNDERSTANDING

between Parents and St Martin's Pre-Primary School
for prevention of COVID-19 and its spread.

As Professor Salim Abdool Karim, a clinical infectious diseases epidemiologist and chair of the COVID-19 Ministerial Advisory Committee, said recently:

"We are going to have to live with this virus. This virus is going to pose a threat continually, well into next year. So, we have to find a way in which we can continue our normal lives. People go back to school, people go back to work, in a systematic way that reduces the risk."

The following agreement is for St Martin's, all parents and learners in the new journey upon which we embark, where systems are introduced to reduce the risk of COVID-19.

It is to inform, assure and advise that we all must play our roles in ensuring the safety of and minimising risks to St Martin's learners, their families and the community as a whole. It cannot be the responsibility School alone.

Parents, on behalf of their returning pre-school learners, need to agree to the following points and put into place their own plans and measures, in order to keep everyone safe. Without this school cannot commence.

ST MARTIN'S COVID-19 PARENT MEMORANDUM OF UNDERSTANDING

FOR PARENTS

1. Parents agree that they take a risk when sending their children back to school and understand that the school will do its best to keep children safe. They understand that the school cannot be held responsible for an outbreak given how the virus spreads with the movement of people.
2. **Parents with learners that have associated, high-risk COVID-19 co-morbidities shall inform the school prior to resuming on-site schooling on the St Martin's campus.** In such instances, parents are to get advice from a doctor and rather opt for the remote learning option provided by St Martin's, if this is in a child's best interests.
3. Parents are requested, before the return to on-site schooling, to educate their children about matters pertaining to COVID-19 and limiting its spread, including personal sanitising methods.
4. **Parents shall take their child's body temperature daily and screen them for symptoms before they leave for school.**

FOR ST MARTIN'S PRE-PRIMARY SCHOOL

1. St Martin's has prepared for the return of children to school by putting in place extensive protocols and regulations based on those developed by the WHO, DBE, NCID, DSD and Department of Health.
2. A COVID-19 file of Standard Operating Procedures relating to every function and operation within the school has been assembled.
3. St Martin's will be trying its utmost to keep your child and staff members safe and productive within the COVID-19 protocols put in place. The continuous screening and sanitising procedures will take time out of the school day. Teachers and support staff are being called upon to educate and monitor each child at all times! This is no mean feat.
4. For the first week back at school, an intensive Orientation Programme will be offered to all learners about how to manage the COVID-19 virus in the school situation.

There is a Google Form that shall be sent to parents for completion and submission **BEFORE 7.00am** every morning. This can be done on your 'phone via a link or QR code.

5. Parents shall keep children at home if they have a fever (temperature above 37.5C) or display other COVID-19 symptoms. These primarily include a dry cough and difficulty breathing in severe cases, but may also include a sore throat, fatigue, body aches, runny nose, diarrhoea and/or nausea.

Parents shall inform the school if their child is sick or if anyone else in the household has been infected with COVID-19.

6. In such an event, the entire family/ household shall be quarantined for 14 days.
7. Parents shall provide 4 masks per child: 2 will be kept in the clearly-marked Ziplock bag sent to school on the first day, with a change of clothes and under-clothing; 1 will be worn and 1 will be in the wash. Clean clothing and a clean mask shall be worn each day. Optional visors may also be worn.
8. Parents shall teach children how to put masks on and take them off and how to wear them properly. Children shall be proficient in the use of their masks and visors before coming to school. However, this shall be re-iterated at school.
9. Parents shall ensure that each child has all clothes and personal items sanitised and washed daily (preferably in a 60°C wash). Learners must also wash daily and be clean upon entering the school.

No school bags, school notebooks, hats (including school hats) or shoes shall be brought to school until advised otherwise.

10. Parents shall educate children about social and physical distancing and the importance of this. We understand that this is going to be difficult for younger children but it is of utmost importance that children are prepared for distancing expectations.

5. St Martin's offered many activities before the Lockdown that are now prohibited due to contamination risk. We will discourage any group play gatherings that are not strictly controlled by staff through stipulated physical distancing, e.g. classroom spaces and configurations.
6. Nevertheless, all of the learning opportunities shall be age-related and FUN! Parents may rest assured that St Martin's will still offer quality, age-appropriate education in a loving and supportive environment.
7. St Martin's will revise and adapt the curriculum for 2020, with the most important areas still being covered. Parents shall receive feedback, but not be in the manner previously used. More communication regarding this will follow.
8. The *NO LIMITS+ REMOTE LEARNING PROGRAMME* will be followed at school and at home, provided there is enough demand for the at home component.
9. Screening and sanitation procedures shall be carried out throughout the school day. The specifics of these protocols and all other aspects of how St Martin's will run under COVID-19 are available for perusal under COVID-19 STANDARD OPERATING PROCEDURES on the School's webpage.
10. An After-Care Programme will be offered to working parents, the social distancing and sanitising initiatives used in the morning programme shall once again be applied.
11. No Governing Body and Parents' Association Committee meetings will be able to take place in a face-to-face manner. These will continue to be organised virtually.
12. The school shall provide a travel permit for children travelling to school.

We are all
in this together!



11. Parents shall educate children and teach them how to correctly wash hands and sanitise after any movement to a new location or after touching any commonly shared objects (e.g. handrails, door handles, equipment).
12. All parents and children need to understand that it would be very wrong for a child or staff member to be stigmatized should they contract COVID-19. Sadly, this is something which has already happened in our country. No person is immune from contacting this virus.
13. Owing to the need for screening and sanitising, the early morning arrival times have been scheduled by group. Please respect these. Doing so is in your child's best interests.
7:15am - Orange Group
7:30am- Red Group
7:45am - Green Group
8:00am - Blue Group
8:15am - Purple Group
8:30am - Yellow Group
Younger siblings may arrive at the older child's drop off time.
13. School will close at 12.30pm for all classes, after a sanitation routine. Yellow Group, Green Group and Red Group parents are to come down Brooklands Crescent and turn left into Chelsea Drive. Purple Group, Blue Group and Orange Group parents are to access Regent Place from Old Mill Way.

Parents are asked to use the drive-throughs as directed to assist ease of arrival and departure.

14. If a child is being sent to school on public transport, parents need to ensure that their child's transport to and from school follows the recommendations as per law - cleaned and sanitised after each trip; only filled with the legal number of passengers; masks to be worn by all passengers; physical distancing adhered to and hand sanitising before and after each trip.

15. Parents need to ensure that they communicate accurately and regularly with the transport company/taxi driver about the school's requirements. It is not the responsibility of the school to communicate this.
16. Parents need to ensure that each child is dropped off and collected ONLY from the group's designated zone.
17. Parents need to ensure that each child is dropped off and picked up ON TIME at the group's designated zone. Waiting around increases the risk of spreading and contamination for parents, learners and staff members alike.
18. Parents shall not be permitted into the school, unless in extreme circumstances. This is to limit the learners' exposure to numerous persons. Parents are encouraged to bid farewell to their children in a very brief and positive manner, so as to avoid any emotional upset during separation.
19. In addition to the early morning screening, temperatures shall be taken twice daily.

If a learner has a raised temperature, he/she will be escorted to the assigned isolation zone.

The parent will be phoned and must come immediately to fetch the child.

Should public transport be used, it is the parent's responsibility to get the child fetched from the isolation zone immediately.

Waiting increases, the risk of spreading and contamination. A staff member has to monitor the scholar until he/she is collected and will be unable to work.

20. Parents shall ensure that, if the school calls to collect the child during the day, they will answer their 'phone and arrange to fetch the child immediately.
21. Parents shall ensure that the school has the correct contact numbers on their database for urgent contact purposes. It is the parent's responsibility to inform St Martin's of any changed numbers.

22. For After-Care children, parents shall provide a disposable bag lunch AND a disposable bag afternoon snack. The school is not permitted to prepare any food.
23. Parents shall understand that should their child wilfully, despite orientation, contravene the hygiene and personal safety regulations put in place to protect all the staff and learners, they will be called upon to fetch their child immediately.

**Covid-19
MEMORANDUM OF UNDERSTANDING**

Parent/Guardian of Child (INSERT NAMES)

between
and

BARBARA DANIEL

Principal

on behalf of

ST MARTIN'S PRE-PRIMARY SCHOOL

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