

French school of Harare Health Protocol

Applicable within the framework of the physical opening of the French school in Harare.

Version updated on au 9 October 2020



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Forward

The French school of Harare is gradually resuming on-site teaching. All our classes will be held in person according to the following schedule :

	Zimbabwean system	French school of Harare
Nursery School = PS	9th of November	9th of November
• Grade 0 = Moyenne Section (MS);		
• Grade 1= Grande Section (GS)		
• Grade 2 = CP;		
• Grade 3= CE1;		
• Grade 4= CE2;		
• Grade 5 = CM1;		
• Grade 6= CM2	26th of October	
• Grade 7 = 6ème;	Exam class September 28th	4th of November
• Form 1 = 5ème;	26th of October	
• Form 2 = 4ème;		
• Form 3 = 3ème		
• Form 4 = seconde,	Exam class September 28th	Exam class, High school 1st of october
• Lower 6 = 1ère;		
• Upper 6 = Terminale		

This protocol comes with its own set of recommendations or instructions which may be restrictive, but it is our best tool to preserve the safety of all.

Adherence by our entire community is an imperative condition for keeping our school open in the best possible conditions.

The provisions set out in this protocol were presented to the school's various bodies and validated by the school advisory council and the health, safety and working conditions committee.

Salim Beldjerba,

Headmaster

1. Protocol of the return of staff and students

1. Technical staff :

Before the daily opening :

- Cleaning of the storage room according to protocol
- Check thermometer batteries
- Arrangement of classrooms: if necessary, move furniture to other classrooms in order to respect the social distance (1m) and then clean all the furniture moved with disinfectant.
- Moving non-essential furniture

The technical staff and the Nursery school assistants who will be in charge of the extremely regular cleaning of the classrooms, toilets and other facilities are trained and carry out the maintenance according to the following procedures: regular cleaning of the toilets in particular before each student's break time, daily cleaning of the tables and chairs, each student using the same furniture.

2. All staff members :

2.1. Wearing of masks (Ref MEN Health protocole)

The wearing of a "general public" mask is compulsory for staff in all circumstances on school premises.

2.2. Training

The management staff, teachers and all other staff are trained in barrier gestures, physical distancing rules and the wearing of masks for themselves and for the students in their charge if necessary.

3. Access to the school :

Access to school is as limited as operational needs permit.

A temperature reading is carried out by the custodial staff at the entrance to the school. This data is recorded in the entrance register. All persons entering the school premises are checked to ensure that they are wearing masks. Failure to comply with this instruction prohibits all access.

Hydroalcoholic gel is issued at the entrance. Persons entering the school go through a shoe disinfection foot bath.

3.1. Staff provided with accomodation at the school :

The gardeners, driver and caretaker are on duty from 8am to 4pm. They must respect barrier gestures and avoid physical proximity as much as possible.

3.2. Staff not accomodated at the school :

The offices are equipped with hand sanitiser.

The administrative staff are on duty in person from 8am to 1pm depending on the position.

The offices are occupied individually, otherwise physical distance must be respected. Meetings must take place in spaces that allow for optimal physical distance.

The teaching staff come to the school to work with the students in person after validation by the headmaster or his administrative assistant. The latter ensure that the spaces used are cleaned before and after use. A specific timetable and protocol for entering the school will be put in place.

Meetings of the teaching team can be held occasionally with a limited number of people. The spaces used must allow for optimal physical distance.

3.3. Others :

Institutional partners must report their arrival at the school. In order to ensure the safety of all, the headmaster must be informed and validate the conditions of access and use of the premises beforehand.

4. Organisation of meetings :

Face-to-face meetings are organised for technical, administrative and teaching staff.

The organisation of these meetings is as follows:

- Taking of temperature when entering the school
- Wearing a mask for everyone
- Duration of the meeting specified in terms of timetables
- The selected rooms should allow optimal social distancing.
- Hydroalcoholic gel should be available

5. Organisation for the continuation of distance learning (up to 9 November) :

Parents are required to retrieve documents, materials or manuals to enable their children to follow their lessons at a distance.

These distributions are subject to a schedule which makes it possible to regulate the arrival of these people by class or level. The time slot is maintained for Friday mornings from 9am to 1pm.

Their access is subject to the following constraints:

- One adult per family, no students
- Temperature check
- Wearing of mask
- Reception is a restricted area
- Compliance with the indications displayed or marked on the ground
- It is forbidden to cross the boundaries of the reception area.

6. Back to school protocols and procedures for the Primary and secondary school classes

6.1. General requirements for covid-19

With the advice from the World Health Organization, the Government of Zimbabwe and the Ministry of Primary and Secondary Education have defined several decisions and standard operating procedures to be followed to help prevent the spread of COVID-19.

Our school is committed to :

- Subject all staff members to a COVID-19 test using the C19 rapid screening kits;
- Prepare the school premises so that staff and students can maintain social distancing ;
- Set up and maintain disinfection facilities throughout the school;
- Enforce the wearing of masks.

6.2. Cleaning and disinfection protocols

The cleaning and disinfection procedures at the French school are as follows:

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- Classrooms, science lab and computer rooms, library, all corridors, ramps and common areas will be disinfected twice a day if these areas are used.
- Toilets will be assigned to staff who will be responsible for cleaning and disinfecting toilet areas and sinks. Protective equipment will be provided to maintenance staff and checklists will be drawn up.
- Covered dust bins will be placed at strategic points on the premises and used cleaning materials and cloths will be removed daily and disinfected or disposed of.

6.3. General health and safety protocols

- Masks, whether disposable or washable, must always be worn by students and staff.
- All students and staff must strictly adhere to daily disinfection protocols before entering the site: temperature control, hand disinfection, use of traffic routes.
- Hand washing with soap and water for 20 seconds will be encouraged. All students (from CE2 to Terminale) will also receive bottles of hand sanitizer, which they should take with them and use frequently throughout the day. Hand disinfection stations have been strategically positioned within the school.
- Signs and floor markings have been placed in clearly visible locations to encourage social distancing, hand washing and good respiratory hygiene, to manage the one-way traffic system in the corridors and to identify hand sanitizing stations and disposable waste bins.
- Students will walk in a single file and in one direction only.
- The classrooms have been rearranged so that there are no more desks than necessary in a classroom, and they are placed one metre apart on all sides.
- Meals are eaten in the classroom or just outside the class.
- Before each class, student's hands will be sprayed with hand sanitizer by the teacher.
- Teachers will teach with the doors and windows of the classroom open.
- Students must not share textbooks or stationery, and movement in the classroom will be limited.
- Anyone with symptoms of COVID-19, flu, colds or generally feeling unwell **MUST NOT** come to school.
- Students and teachers who have been in contact with a person infected with COVID-19 must stay home for 14 days.
- Parents dropping off their children are encouraged not to congregate in the car park.

- Parents and visitors will not be allowed to enter the school except by appointment. Persons entering the school will be required to use the hand sanitizer provided and will be temperature controlled.

6.4. Reception of students in the Nursery school

Nursery school students are divided into two groups on the principle of the "bubble":

- Each of these "bubble" groups should have as little contact as possible with the other.
- Each bubble uses its own space. The reference adult besides the teacher does not change bubbles.

The teacher shares her teaching daily between these two bubbles. During her single transfer from one space to another, the following disinfection protocol is applied:

- Change of top
- Shoe disinfection
- Hand washing
- Wearing gloves when handling materials
- Social distancing

Two technical support staff are assigned to a single bubble.

These persons are subject to the same health protocol as the teacher, except for the acts of accompanying the pupils concerning hygiene, physical or emotional safety. On these occasions, gloves must be worn, and are changed as often as necessary.

Students, in accordance with Zimbabwean sanitary protocol, should wear a mask.¹

« 12.1 The wearing of face-masks is compulsory to all learners and school staff. Learners and staff should use clean masks every day provided by the school or by learners parents depending on what has been locally agreed. All visitors to the school should be entertained on condition that, they are putting on their face-masks. Schools are advised to limit visitors to only those that are essential.»

Nursery school students use individual materials regardless of their nature or purpose.

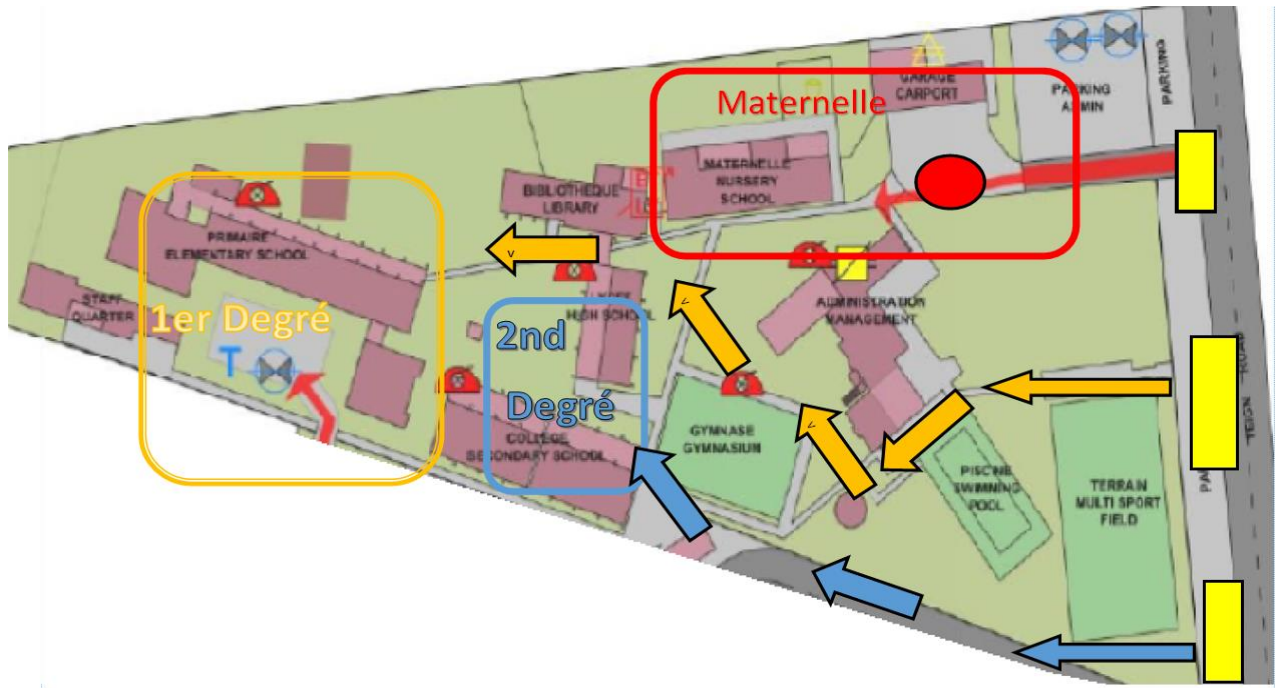
“15.2. Sharing of pencils, pens, rulers, books and other items is no longer permissible among learners”.


6.5. Public and traffic plan

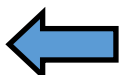
The traffic is the same for entry and exit.


¹ MINISTRY OF PRIMARY AND SECONDARY EDUCATION ZIMBABWE Standard Operating Procedures for the Safe Reopening of Schools during the Covid 19 Pandemic

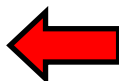
6.5.1. Normal weather :




 No-parking zone marked with yellow road markings

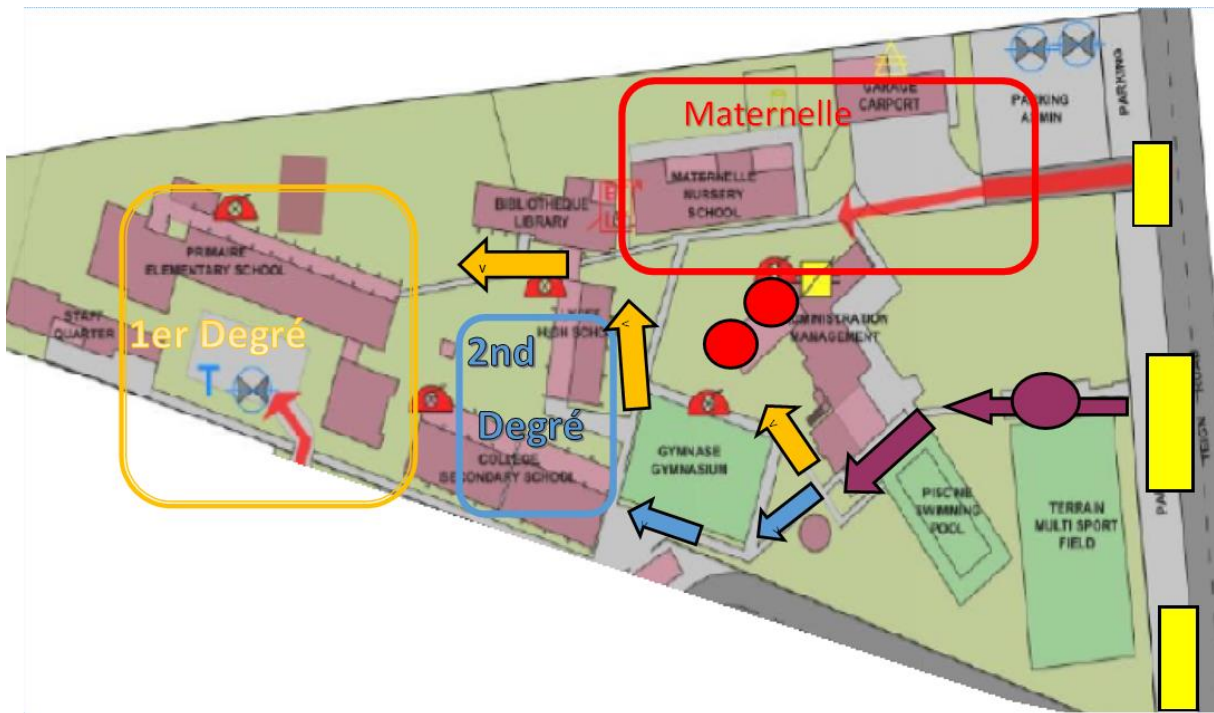
 Circulation for collège and lycée students

 Circulation for CP to CM2 students

 Circulation for Nursery school students

 Reception area for nursery school families

6.5.2. In case of bad weather



Students of primary and secondary school use the same access up to the gymnasium and then continue with their normal circulation routes. They use the same waiting area.

Families from the nursery school are welcomed in the canteen area in two bubbles corresponding to the respective class bubbles.

6.6. Operating hours

6.6.1. Opening and closing times

The opening and closing times are staggered in order to :

- Limit contact between students and families.
- Facilitate circulation and the use of spaces, particularly the outdoor car park.
- Facilitate health checks at the entrances.
- Arrange the transition for nursery school students between their families and the classroom.

Classes	Opening	Closing
Secondary school	7h40 to 7H50	13h
Primary school	7h50 to 8h	
Nursery school	7h50 to 8h10	13h to 13h10

6.6.2. Break times

They are left to the discretion of the teachers in charge, who will take care to limit the number of students present in the same space.

Coronavirus : il existe des gestes simples pour vous protéger et protéger votre entourage



Se laver les mains
très régulièrement



Tousser ou éternuer dans
son coude ou dans un mouchoir



Utiliser des mouchoirs
à usage unique



Saluer sans se serrer la main,
éviter les embrassades