

sidmouth
International School

COVID-19 POLICY

Objective

Safeguarding the wellbeing of our students, staff, host families and the local community.

This document provides a range of measures Sidmouth International School has put in place to manage the risk of infection to staff, students and our community.

Reopening safely

We have put in place the below measures to ensure the health and safety of our staff and students and in accordance with government guidelines and English UK.

- Entire school has been deep cleaned including all classrooms, offices, common areas and bathrooms
- Social distancing in all areas of school in accordance with government guidance
- Implemented one-way system throughout the school complete with signage
- Installed hand sanitising stations throughout the school, including all entry and exit points and in all classrooms and common areas
- All CV-19 health and safety arrangements are explained fully to students prior to arrival as part of their registration process and reiterated at induction and regularly throughout their stay
- Students are made aware of UK CV-19 guidelines prior to arrival including when and where to wear masks
- Processes in place so that staff do not work, or have contact with students if they display symptoms of CV-19 or have tested positive or have been in contact, within the last 14 days, with anyone who has tested positive
- Host families are aware of a procedures to care for students who show symptoms or test positive
- Staff are available at all times for students to discuss any concerns relating to CV-19
- Monitoring and maintaining safe occupancy levels of all facilities and areas, including classrooms, common rooms and bathrooms

Managing suspected cases

Typical Symptoms

- Influenza like illness (fever $\geq 37.8^{\circ}\text{C}$ and at least one of the following respiratory symptoms: persistent cough (with or without sputum), hoarseness, nasal discharge or congestion, shortness of breath, sore throat, wheezing, sneezing;
- New continuous cough and/or
- High temperature

1. If an adult presents symptoms (over 18)

If someone presents with CV-19 symptoms while on the premises they should:

- Get at least 2 metres away from others
- Go to a separate well-ventilated room
- Avoid touching anything

- Cough or sneeze in a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow
- Use a separate bathroom, where possible

They should use their own mobile phone to call either:

- For NHS advice: 111
- For an ambulance, if they're seriously ill or injured or their life is at risk: 999

They should tell the operator:

- Their symptoms
- Which country they have come from in the last 14 days

Sidmouth International School nominated responsible person should also contact their local Public Health Protection team on 111.

2. If a young person (under 18) presents symptoms

- A Sidmouth International School staff member should be asked to volunteer to supervise the child
- The responsible person should contact NHS 111 (or 999 in emergencies) on behalf of the child and also contact parents
- They should use a separate bathroom which should be cleaned after use
- The member of staff who has assisted the student showing symptoms does not need to go home unless they develop symptoms themselves

3. If a student presents symptoms and is staying with a host family

- Sidmouth International School will communicate immediately with the host
- Hosts will need to isolate together with students
- If a host refuses to host in such a situation, Sidmouth International School will arrange an emergency accommodation for the student
- In cases where symptomatic individuals are accommodated with another student of the same group, it is likely that everyone in the home will need to self-isolate as a household

4. If a student presents symptoms and stays in one of SIS's residential accommodation

- The student will need to isolate in the room
- Meals and extra linens will be delivered to the room
- If the student is in a residential apartment with shared facilities (e.g. kitchen or bathroom) it is possible that all students in the apartment will need to self-isolate. Advice would be sought from our local health protection team and the accommodation provider

Isolation periods

- Symptomatic individuals should isolate for 7 days (or longer if the symptoms persist)
- Persons who live with a symptomatic individual (e.g. hosts, other students in homeshare) should self-isolate for 14 days as it can take fourteen days for symptoms to appear
- If symptoms appear during self-isolation, the symptomatic individual should isolate for 7 days from that point (even if this means self-isolating for longer than 14 days)

Reducing transmission risks

The bubble approach

Based on the current government guidance, Sidmouth International School will be using a bubble approach. This involves keeping groups of students and staff together and reducing contact with other groups. Examples of measures in place with this approach are staggered break times and keeping the same teacher assigned to these groups to reduce contact with people outside of the group. Due to the nature of ELT settings, Sidmouth International School will consider using the so-called 'expanded bubble' approach whereby a bubble consists of two or three classes. This measure aims at allowing students to move up and down between different academic levels.

As part of the bubble approach Sidmouth International School will:

- Stagger break times to reduce congestion in common areas, using outside areas for breaks where possible
- Keep students in the same groups throughout the day
- Reduce mixing between different groups during the day
- Reduce the number of teachers assigned to a class
- Reduce the number of students moving between classes
- Allocate classes to a specific building and keep them assigned to that building

In classrooms:

- Assign a specific table to a student
- Have seating positions at least 1 metre apart
- Use floor signage, block desks, keep chairs at least 1m apart or remove chairs to help students maintain social distancing.
- Where classrooms are small, remove unnecessary items (cupboards, spare chairs/tables) to provide extra space.
- Have antibacterial gel 'Cleaning Stations' available in class
- Limit use of high-touch items and equipment, for example, whiteboards

Sidmouth International School will adopt the following measures to reduce the transmission risks:

1. Entrances, exits and foot traffic

- Staggered arrival/departure times to reduce crowding in and out
- Staggered break times to reduce contact between students within the school
- One-way flow routes through the school floors
- Hand sanitisers provided at entry/exit points
- Regular cleaning of touch-points

2. Office arrangements

- Reduce the number of staff on site to a minimum
- Encourage office staff to work from home where possible
- Use on-line meeting tools to avoid face-to-face meetings
- Reduce use of hot-desking
- Limit the use of shared office equipment

3. Reception arrangements

- Implement a virtual reception for specific services during office hours to reduce in-person contact (and crowding) at reception
- Arrange meetings with students at staggered times in a ventilated room respecting the social distancing rules
- Accept card payments only
- Reduce printed materials to a minimum and allow students to access those materials through on-line sharing platforms

Common Areas

Sidmouth International School's common areas and classrooms have been laid out in accordance with government guidelines on social distancing and are cleaned regularly. Students are permitted to use the common areas but must follow the measures in place as displayed around the school. Students who do not feel comfortable being in a shared space need not enter. Staff are on hand in person or virtually to assist with any queries.

First day inductions

Students will be asked to wait in a socially distanced setting in the common room on their first morning. Induction will take place there before students are taken to their respective classroom.

All safety measures put in place within the building to reduce the transmission of the virus will be explained in full at induction. These safety measures have also been sent to students prior to arrival, together with all other arrival documentation.

Accommodation

Our aim is to safeguard hosts and students in high risk groups, conduct inspections safely and have emergency accommodation available. Sidmouth International School will commit to communicate regularly and clearly with its hosts and residence providers.

Homestays

Sidmouth International School will:

- Identify hosts in high-risk groups and mark this on our host family database and consider not using those hosts in the short term
- Identify students who may be in higher risk groups as part of the student allocation process – including high-risk locations and groups
- Require flexibility beyond what is normally expected
- Require a more specific medical check from students and pass this information on to the host family
- Provide single room options only, in the short term
- Pay a supplement to the host family for additional cleaning

Host families will:

- Clean and ventilate their homes regularly with particular attention paid to communal areas such as bathrooms and kitchens
- Provide clean linen and towels weekly
- Carry out a deep clean of the room between student
- Communicate regularly with SIS should they have any concerns regarding their students, themselves or others occupying the house
- Be exclusive to Sidmouth International School

Airport transfers

Sidmouth International School will work closely with airport transfer providers to ensure students' safety on arrival and departure.

Partner companies will ensure that standard safeguarding protocols are followed. Longer waiting time at immigration may be expected due to social distancing. Face coverings must be worn on all forms of public



UPDATE

The government is satisfied that it is now safe to ease these measures in England and has introduced travel corridor exemptions for some countries and territories.

You may not have to self-isolate when you arrive in England, if you are travelling from one of the countries or territories listed at the link below*. That is because those countries or territories are:

- Covered by the travel corridor exemption
- Within the common travel area (Ireland, the Channel Islands, the Isle of Man)
- British overseas territories

You will need to self-isolate if you visited or made a transit stop in a country that is not on the list in the 14 days before you arrive in England.

This applies to all travel to England, by train, ferry, coach, air or any other route.

<https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors#countries-and-territories-with-no-selfisolation-on-arrival-in-england>