



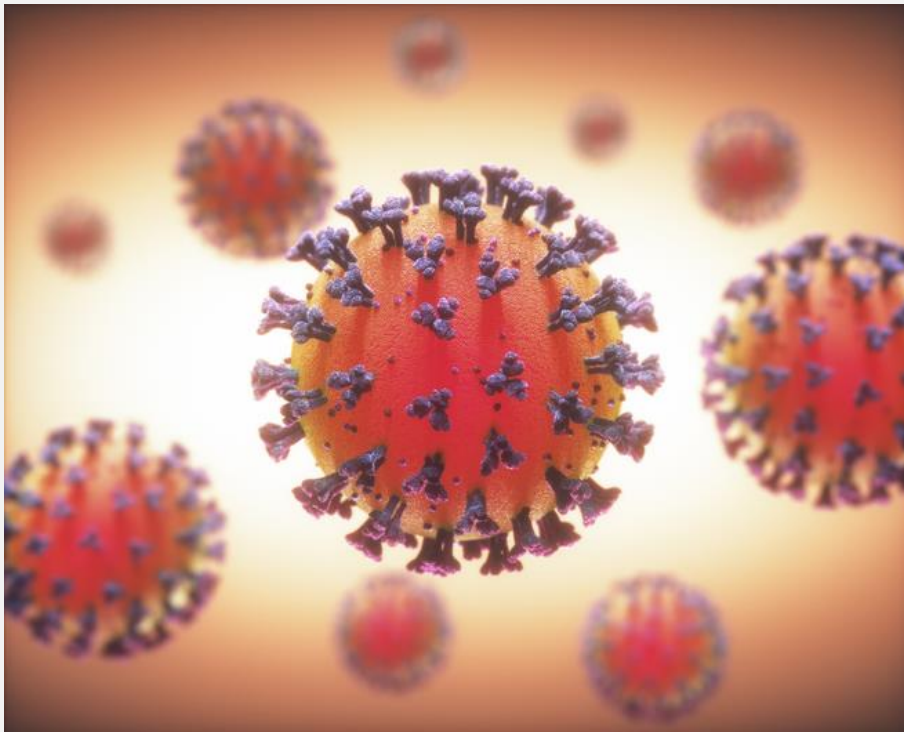
Rustenburg Early Learning Centre

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Website: <http://rustenburgearlylearningcentre.co.za>

COVID-19 school guide for parents and children



The school will implement the following

1. The classroom and school premises is setup to allow for a distancing norm of 1.5m.
2. All visitors, staff members and children over 5 are required to wear some form of covering over their noses and mouth.
3. Every staff member and child will be supplied with hand sanitizers, soap and clean water for washing their hands.
4. There will be monitoring of staff members and children washing their hands with soap as well as regular hand sanitizing.
5. Parents will receive ongoing advise and communication regarding new protocols and arrangements that the school wishes to implement for the safety of all.
6. The school premises will be regularly cleaned and sanitized. Classrooms will be sanitized each morning prior to children's arrival and after departure.
7. All staff members and children's temperatures will be taken 3 times a day.
8. Relevant protocols will be implemented if any staff member or children have Covid-19 symptoms.
8. Bathroom routines will be strictly monitored. Toilet seats will be sanitized after each child uses it.
9. All resources for the class will be cleaned before class begins and cleaned after each use especially when being rotated between groups.
10. Activities will be shortened but more frequent throughout the day.
11. Tippy taps will be placed outside to ensure children wash their hands between activities.

I can do the following before returning my child to school

1. Make sure your child has a mask that fits properly. (It must completely cover your mouth and nose.) Children under the age of 5 years old do not need to have a mask.
2. RELC recommends children wear the hats with a visor attached. See pic below. Should you wish to order these, please contact us.
3. Children who can wear masks should practice at home. (Touch only the elastic bands or strings but do not touch the mask itself on the inside.)
4. Practice proper hygiene at home. (Wash the hands properly and correctly. Cough and sneeze into the inside of your elbow.)
5. Practice and explain social distancing of 1.5m.
6. Eat a healthy diet and maintain good sleeping habits.
7. Parents need to observe the child for any symptoms of illness and if there is any symptoms the child should NOT be sent to school.
8. Parents need to inform the class teacher if their child has been sick or reason for being absent.
9. All fingernails need to be kept short and clean. Long hair needs to be tied back.



What happens when a child arrives at School ? (NO STOP AND GO)

1. Taking the temperature of the child with a non contact thermometer while your child is in the car.
2. A screening will be done by a teacher, while you wait in your car to ensure child does not have any of the symptoms.
3. Should your child present no symptoms the designated teacher will accompany your child to their respective classes.
4. Before entering the school your child's hands will be washed, shoes sprayed and bag wiped down.
5. A child must be accompanied by a parent or legal guardian, or if not feasible due to practical reasons, a person designated by a parent or legal guardian, as to be present every day when the child arrives and enters early childhood development programme and/or partial care facility for the purpose the symptom screening.
6. However, when a parent cannot be present, he or she may designate (give permission to another person to accompany the child. The parents needs to provide that person with all the information needed for the screening and the schools protocols.



What happens when a child presents typical Covid-19 symptoms ?

1. The child will be denied access to the school premises and the parent / guardian will be required to return the child to their home.
2. Should the child be at school when he / she presents Covid19 symptoms, he / she will be isolated to prevent any danger to any other children or to members of staff.
3. The parents / guardians of the child will immediately be informed of the situation and will need to collect as soon as possible.
4. The school will inform the appropriate health official or contact the COVID help line at 0800-02-9999.



How social distancing will be practised?

1. The classroom and school premises is setup to allow for a distancing norm of 1.5m.
2. New and fun ways of greeting will be encouraged.
3. Where possible learning will be moved outdoors to where more space is available.
4. Desk visors will be placed during relevant activities
5. Learning and teaching and learning support materials will be cleaned and disinfected, this includes, but is not limited to:
all educational toys and similar materials; all books, magazines and related materials that are covered on plastic only.
6. Breaks and play time will be staggered for the different classrooms.
7. Each child will have their own containers (please can parents supply a 2L Tupperware) with their own stationery and essentials. It will be sanitized after use.
8. The “dolly’s corner” i.e our fantasy play area will be closed.
9. There will be no baking and sensory activities until further notice.

When must my child stay at Home?

Every child should be kept at home when he/she presents any of the following COVID-19 symptoms:



Please ensure you have a Plan B – NO Exceptions
Stay at home if you're feeling ill
Inform your teacher if you're feeling ill at any time during the day

How to wash your hands



Wet your hands.



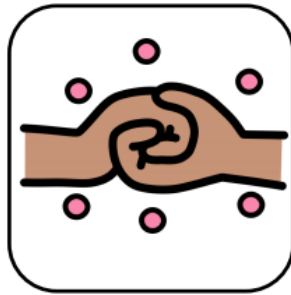
Apply the soap.



Wash your hands.



Clean your thumbs.



Clean your nails.



Clean your fingers.



Rinse your hands.



Dry your hands.

Children with underlying health conditions

Children who are most at risk of COVID-19 are as follows:

- Chronic severe respiratory tract diseases (Inherited/genetic conditions, e.g. Cystic Fibrosis, Acquired, e.g. chronic lung diseases).
- Well-controlled Asthma and Allergic rhinitis in children is NOT considered a risk factor based on the current literature.
- Congenital Cardiac disease (pre-corrective surgery)
- Severe immunodeficiency (Inherited, e.g. Severe combined immunodeficiency diseases, Acquired, e.g. HIV infection with a low CD4 count, Malignancy, Immunosuppressive drugs)
- Severe Neurodevelopmental Disability

1. A child with a known underlying health condition(s) that may place that child at a higher than normal risk category as defined by the Department of Health may not return to an early childhood development programme, unless a medical practitioner has given written authorization that it will be safe for such a child to return to and participate in the early childhood development programme and/or partial care facility.
2. The early childhood development programme and/or partial care facility may provide the required support to the parents of these children in terms of their learning for children at home and the responsible educator shall keep regular contact with the parents and the child.
3. If parents require additional support for the care of their child, the early childhood development programme and/or partial care facility shall refer the parents to the necessary support services in the immediate community.

Staff training and orientation

All staff returned to school on the 26th June 2020 in order to:

1. Receive an in-depth orientation regarding COVID-19 and the measures related to the management of COVID-19 as prescribed by government.
2. Discuss prevention measures and precautions to limit transmission of COVID-19.
3. Establish measures and protocol for daily hygiene and cleaning practices that will be implemented on the premises and in the learning spaces.
4. Receive in-service training on how to receive and support children and parents, how to engage with parents regarding healthy and preventative measures, how to integrate protective measures in a non-threatening and age appropriate manner syllabus and programme activities, health protocols, observation of children for signs of infections and other measures as prescribed.
5. All Staff members have participated in the cleaning and sanitizing of the school premises and equipment.

All staff must be involved in the development of the following protocols as to ensure that they are safe, age-appropriate and practical for young children:

1. How to facilitate entry and exit from the premises.
2. How to schedule and manage outside play times for children.
3. Provide safe and healthy teaching and learning environments, schedules drawn up for the cleaning and sanitization of learning spaces, equipment, offices and ablution facilities.
4. Measures on how to deal with children and staff that shows signs of illness.

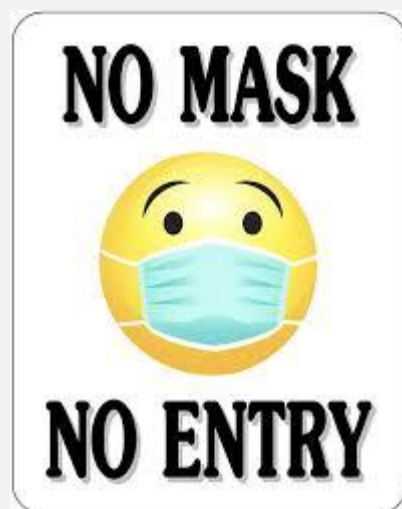


Quarantined area at school

1. A separate area (the office) will be available for children/staff who feel ill or show any symptoms and will be kept separate and receive support.
2. A child that is in the sickbay (or separate area) will not be left alone and parents will be contacted immediately to collect the child.
3. The symptoms and health complaints of the learner will be recorded by the staff member present in the quarantine area.
4. The mattresses, in a sickbay (or separate area) will be cleaned and sanitized each time immediately after it has been used.
5. All equipment in a sickbay (or separate area) will be cleaned and sanitized each time after the area was in use, whether the equipment was used or not.
6. Entry into a sickbay (or separate area) by any other child, other than those who are not well will be strictly prohibited.
7. No other staff member, other than those directly required for the care of the sick child, is permitted to enter a sickbay (or separate area).
8. Staff attending to a sick child in a sickbay (or separate area) shall adhere to all health and safety measures required.
9. The ill child or staff member needs to be collected from school within an hour of being contacted.
10. We will ensure protocols and support on return to an early childhood development programme for any staff member or child that's been sick, in quarantine or hospital.

Access to the school

1. No parent will be allowed on the premises except in exceptional cases, provided that all the health and safety requirements are followed.
2. No visitors are allowed on the premises or in the building, unless for the purpose of providing an essential service such as maintenance, health care or similar.
3. Any access granted shall be limited to a specific area and not the whole premises.
4. No one will be granted access without a mask and will be subjected to screening.
5. Any access required needs to be done by appointment.



Am I coughing and sneezing in the right manner ?



When you get home ?

1. Take off your shoes at the door before going in and leave them there.
2. Put your bag down just inside the front door
3. Sanitise your hands
4. Remove your mask but touch only the elastic bands or strings
5. Wash your mask with soap.
6. Take off your outer clothes and put them in the wash
7. Sanitise your hands
8. Enjoy a healthy lunch/dinner
9. Sanitise your hands



Is RELC a registered school?

In terms of the Children's Act 38 of 2005, yes we are registered with the Department of Social Development.

What do I need to do if my child is returning?

1. Inform your child's teacher.
2. Sign the letter of acknowledgment of communication.
3. Update your contact details on the form that will be provided.

Other Important Info

1. Don't share your mask with anyone.
2. Wash your mask every day.
3. Avoid touching your face and eyes.
4. Keep your nails clean and short.
5. No sharing of crockery, cutlery, food and drink.
6. Don't mock or joke about someone who is ill.
7. **Children MUST ONLY bring a spare set of clothes and lunch in a clear ziplock bag.**
8. No items, including artwork, to be send home with children for the duration of risk level.
9. Any child or staff member that has been in direct contact with someone who has tested positive for COVID-19 (or showing symptoms) and are undergoing tests for **COVID-19 HAS TO NOTIFY THE SCHOOL IMMEDIATELY.**
10. The school will immediately notify parents . Should the tests be positive the relevant departments will be notified and school will be closed with immediate effect to commence deep cleaning.

All information provided in this document has been derived from the Department of Social Development Standard Operating Procedures and Guidelines for an early childhood development programme and or/ partial care facility that provides an afterschool service on measures to address ,prevent and combat the spread of COVID-19. this document will be available on our website for viewing.