



المدرسة الهندية النموذجية الجديدة

NEW INDIAN MODEL SCHOOL, SHARJAH

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NIMS/ SHJ/ ACT/237/08/20

Date:16/08/2020

CIRCULAR REOPENING PROCEDURES

Dear Parent,

We earnestly hope that you are doing fine and enjoying a smooth summer break. As I sincerely thank you for your tremendous support for the Distance learning during the months April to June, let me highlight the procedures we have designed in compliance with the health and safety specifications of SPEA and Health authorities. Let me assure you that we have kept the safety of students and staff as top priority while preparing the plan and expecting your complete cooperation for the same.

CLASS	GIRLS/BOYS	MODE	DATE OF STARTING	TIMING
GRADE 9 to 12	GIRLS & BOYS	BLENDED LEARNING	30-8-20	GIRLS: 7.00 AM to 12.45pm BOYS: 8.10 AM to 2.10pm
GRADE 6 to 8	GIRLS & BOYS	Online Learning	30-8-20	GIRLS: 7.00 AM to 12.45 pm BOYS: 8.10 AM to 2.10 pm
	GIRLS & BOYS	BLENDED LEARNING	02-9-20	
GRADE 3 to 5	GIRLS & BOYS	Online Learning	30-8-20	GIRLS: 7.30 AM to 12.00 pm BOYS: 9.30 AM to 2.00 pm
	GIRLS & BOYS	BLENDED LEARNING	15-9-20 (TENTATIVE)	GIRLS: 7.00 AM to 12.45pm BOYS: 8.10 AM to 2.10 pm
GRADE 1 & 2	GIRLS & BOYS	Online Learning	30-8-20	7.30 AM to 12.30pm
	GIRLS & BOYS	BLENDED LEARNING	01-10-20 (TENTATIVE)	Face to face:7.00 AM to 10.30am Online: 11.00 am to 2.00 pm
KG 1 & KG 2	GIRLS & BOYS	Online Learning	30-8-20	Batch A : 8.30 to 10.30 am Batch B: 11.00am to 1.00 pm
	GIRLS & BOYS	BLENDED LEARNING	01-10-20 (TENTATIVE)	Face to face:7.00 AM to 10.30am Online: 11.00 am to 1.00 pm

REOPENING SCHEDULE:

- Reopening for all students of **KG to 12** will be **30-8-20**.
- We would like to operate in 'Blended Learning' mode (permitting one batch of students to attend 'Face to Face' class in the school while the other group continue joining with the classes in online mode) in phases as follows:
- The mentioned Blended learning commencement date for KG to grade 5 is Tentative as of now, which will be confirmed taking feedback from the parents by the class teachers.

Important details and instructions:

Attendance:

- Attendance, unless medically unfit, is compulsory for all students right from 30-8-20 irrespective of the mode of learning.
- In case of blended learning, students will be allocated into two groups (Group A and Group B).
- Students of Group A will be permitted to attend face to face classes in the school during the first and third week of the month and similarly, Group B will attend during the second and fourth week of the month.
- Those parents who are very particular for Distance Learning for their wards will be allowed to continue as 100% online.

General Instructions:

- All staff and students should undergo COVID test and submit a recent 'COVID-Negative' certificate prior to school reopening.
- All students who opt Blended learning need to send the COVID test certificate to the class teacher before their scheduled commencement date.
- Those who reach the school without the said certificate will be sent back immediately by contacting their parents.
- All parents are requested to download the Al Hosn App and register your ward using their Emirates ID.
- If your ward, or any close relative or friend staying with you has travelled in the past 14 days, they are required to have completed a 14-day quarantine period before returning to School and ensure that all the family members/ relatives that are residing with them are negative.
- Students with medical issues such as cough, flu, asthma, allergy, etc. are permitted to attend the Distance Learning on the specific day when he/ she is sick. Medical Report has to be submitted accordingly.

Health and Safety Protocols:

- It is mandatory for all staff and students from Grade 1 onwards to wear face masks at all times while they are on campus.
- Students are required to bring a hand sanitizer (50 ml), two masks per day to school for their personal use.
- Wearing face mask is not required for KG students.
- Temperature check will be conducted by bus supervisors before the students and staff board the bus and also at the time of entry into the school building.
- All students are required to carry their own food (breakfast / lunch) and water. School Canteen and water cooler machines will not be operational.
- No sharing of food and stationery will be permitted.
- Breaks for each section will be staggered to ensure the safety of the students.

- Parents and concerned authorities will be immediately contacted if any student shows any symptoms of COVID-19 during the course of the day.
- The School has made provisions for an Isolation Room next to school clinic.
- The School will carry out regular cleaning and sanitization.
- Signages are being placed all around the school building to indicate the movement direction and distancing at 2 meters.

Classroom etiquettes:

- Student movement between classes has been restricted.
- No activities will be held in shared spaces. Assemblies, events and contact games will remain suspended till further notice.
- Staggered break times will be followed. Support staff at the washrooms(s) will monitor the exit and entry of students.
- All home assignments are to be submitted online for correction.
- Students will not be allowed to change their seats during the course of the day.
- Students can bring only the essential books, which will be further guided by class teachers.
- No student will be permitted to bring mobile phone to school.
- Electronic gadgets are not generally required for face to face classes, and if it is required for any day which will be informed by the teacher.
- Dispersal will be staggered and students will walk to board the buses, following strict distancing of 2 metres between students.

Transport:

- School buses will operate with 50% capacity on all trips. Each student will be given a permanent seat for both the onward and return trip.
- As a part of the operation management, students who opt school transport now, cannot cancel the facility till January 2021.
- Students using own transport, during dispersal, will be given fixed seats till their parent come to collect them.
- Due to social distancing & Health and Safety protocols, parents are required to collect their wards on time.
- If parents are unable to pick their child up on time, please opt for school transport or the 100% Distance learning.
- All vehicles will be sanitized before and after each trip.
- Buses will have clear seating plan and markers on each seat in line with the seat capacity requirements
- Students need to maintain physical distancing standards and be wearing face mask for each journey.
- No drinking and eating will be allowed inside the bus.

Fee Arrears:

- Fee arrears, if any including that of June 2020 need to be cleared before 25th August 2020.

Parents visits:

- All payments to school can be made through the available online facility.
- Parents and visitors are discouraged from visiting school. In unavoidable case(s), meetings will be scheduled through prior appointments in a staggered manner.
- Any visitor who is found with a temperature of or above 37.5 C at this stage, will be refused entry.
- Parents who bring own transport students need not enter the school premises. Instead, they may leave their wards to the school official available at the main entrance.

A group of dedicated staff as COVID Task Force has been set up at school for emergency support and ensuring the compliance of procedures.

All are requested to extend the best cooperation at all times.



Shajahan K Mohammed
Principal