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COVID-19 Endemic Preparedness and Response



INTER'S HEALTHY PLAYBOOK





This is INTER's Health and Safety Playbook for students, families and staff members. This manual states the guidelines, procedures and protocols for on-campus learning.

Colegio Interamericano

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Dear Inter Parents,

I hope this letter finds you well. We have just ended the First Quarter of school. We remain incredibly proud of the students, parents and teachers for the extra mile they have given to learning off site.

As we all know, there is discussion in the country about a return to school in January. The Association of Private Schools in Guatemala, of which we are a part, continues to meet with the government to receive answers to our questions about what a return must entail.

While we await the final word from the government on the details of our return scenarios, my team continues to perfect multiple scenarios in order to have a rapid reply to the community with the how's of bringing students on site. Our multiple scenarios must fluctuate seamlessly between on and off campus learning, if needed.

There are many components of the scenario that are consistent and repeated. I would like to share with you what we know for sure.

Building a culture of health, safety and shared responsibility will involve a mutually trusting relationship between the school and the parents. Health, safety and security are of utmost importance to Colegio Interamericano and as we have stated, we will do our best to protect the ongoing wellness and safety of our students and staff while they are on the school campus during this endemic. We will all be responsible for our part in ensuring the best possible return in a safe environment.

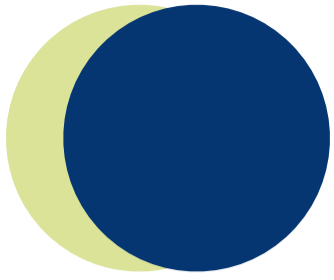
A handwritten signature in blue ink that reads 'S. Canadine'.

Dr. Sharon Canadine
General Director



HEALTH AND SAFETY

PROTOCOLS TO FOLLOW



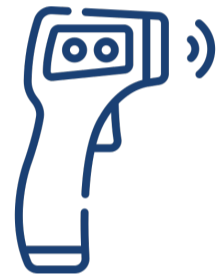
BEFORE ENTRY TO CAMPUS



Before leaving home each day, students and staff must **self-screen** for any symptoms of illness. We now know that COVID-19 is not limited to upper respiratory concerns. Because of this, no student or staff member will be allowed on campus if they are presenting any symptoms of illness, even if those symptoms do not directly suggest COVID-19.



All parents will enter students' **temperature** into the SchoolAid (formally SchoolBuzz) app. This will include non bus riders also and will be used in order to assist families in tracking student health.



Face masks (appropriately sized and labeled with students' name) that completely cover the mouth and nose are mandatory to enter the premises. A substitute mask will be required in case it is needed during the day.

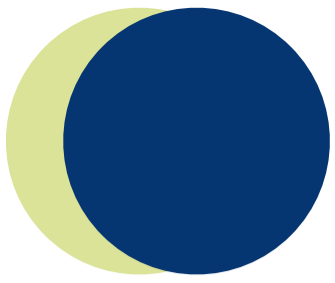


Only essential learning items in a **backpack** will be permitted in school for teachers, students and staff. Ideally this means a device such as a laptop or iPad (for MS and HS), lunch, a water bottle and any extra clothing. Our goal is to have books and any classroom materials left securely in classrooms to minimize materials coming and going from our campus. Please make sure all the materials your child brings are either washable or easy to wipe clean.



Modified bus service will be provided and will meet the social distancing and cleaning requirements.

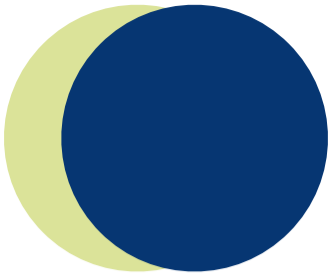




INSIDE THE CAMPUS

- ✓ In order to minimize exposure, only staff and students will be **permitted on campus**.
- ✓ Increased **cleaning protocols** and frequency of cleaning will be implemented.
- ✓ **Face masks** (appropriately sized and labeled with students' name) that completely cover the mouth and nose are mandatory on campus. Students will be given time in the day for mask-free, social distancing opportunities.
- ✓ Due to health risks, **no cafeteria services will be provided**. Plan for sending food that does not require heating.
- ✓ Touch-less **water bottle fillers** have been installed to keep students hydrated in a safe manner. Please ensure students bring water bottles.
- ✓ No more than 2 people at a time will be allowed inside the **hallway restrooms**.
- ✓ **Students are expected to maintain a social distance**. This will be explicitly practiced.
- ✓ Teach, reinforce and **require behaviors that reduce the spread**, such as hand hygiene and the use of masks.

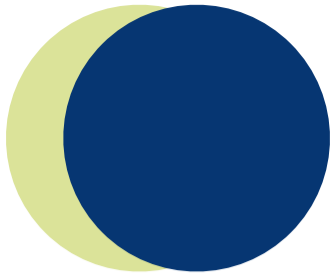




FRESH AIR



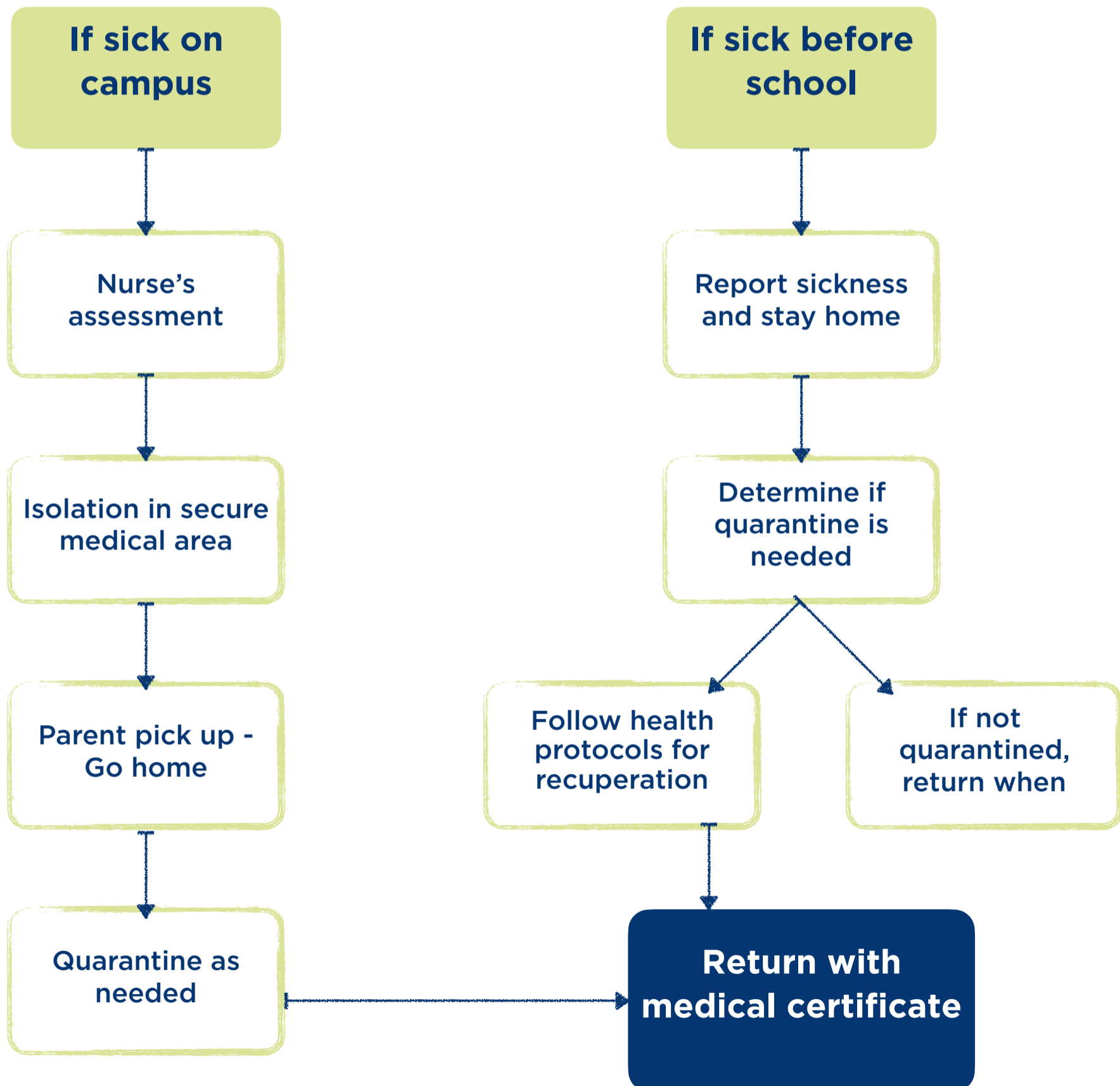
- Increased **outdoor learning**.
- **PE classes** will occur where students will be explicitly taught safe play and non contact movement activities.
- **Breaks and recesses** will occur allowing for cohorts to use areas as a group.
- **Non contact sports training for Elementary, Middle School and High School will occur on campus.** There will only be training available and until further notice, no games or matches between teams will occur.

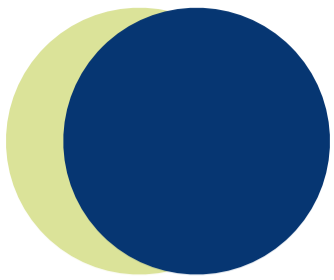


HEALTH PROTOCOLS

If a symptomatic student or staff member is identified, they will be separated from others in the nurses' secure medical area and sent home. A doctor's medical certificate will be required for students or staff to return.

Communication to families will follow any COVID-19 results.





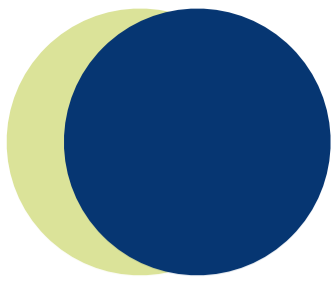
MODIFICATIONS

- To ensure healthy classrooms, and **increase ventilation**, our extensive indoor and outdoor spaces will be used. In preparation, we have modified the campus by adding pergolas to the ECE rooms. Additionally, classrooms have doubled in space in the rest of the school.
- Some aspects of our campus life will be modified in this unusual time, including, but not limited to the use of our library, and reduce the sharing of common objects. Soft and porous materials such as carpets and beanbags have been removed for the ease of cleaning and reduction of contaminated spaces.
- Modified attendance for on campus learning to support family decisions to keep home unwell children.
- Social distancing strategies will be employed such as modified classroom layout, hallway directions, and staggered dismissals.
- Time will be given to ventilate and sanitize classrooms regularly.

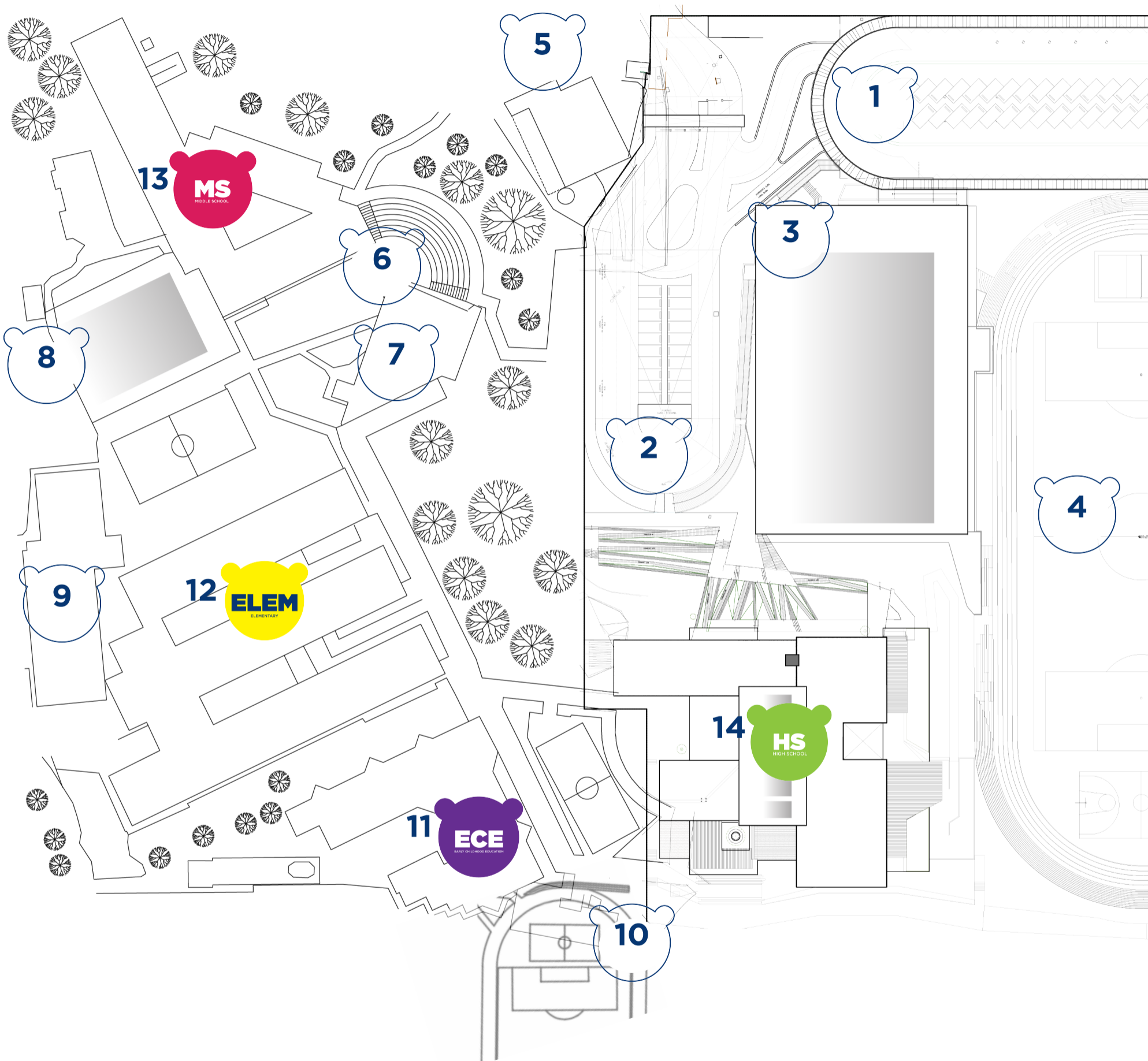
RISK COMMUNICATION ON CAMPUS:

- Arrows for directions in hallways
- Signage on campus will serve as reminders:





SPACIOUS DESIGN



1	Buses and underground parking lot	8	Covered Court
2	Drop-off parking lot	9	Cafeteria
3	THE HUB / Recreational Center	10	Sports Field
4	Field	11	Early Childhood Education
5	Administration Office	12	Elementary
6	TAL	13	Middle School
7	Library	14	High School

Open areas: 1,250 m²

Building: 3,500 m²

MS
MIDDLE SCHOOL

Open areas: 4,332 m²

Building: 12,300 m²

HS
HIGH SCHOOL

Open areas: 1,664 m²

Building: 5,960 m²

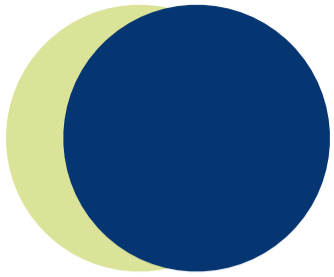
ELEM
ELEMENTARY

Open areas: 1,135 m²

Building: 1,204 m²

ECE
EARLY CHILDHOOD EDUCATION

CAMPUS: 63,308 m²



AFTER SCHOOL ACTIVITIES

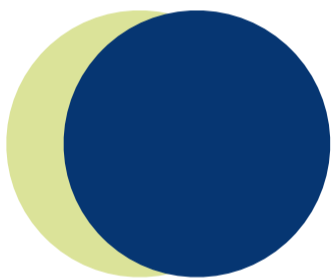


- D O - P L A Y - G R O W -

All ECAs will continue to be held via an off campus learning model.

We will do our best to move these activities on campus as soon as we feel it is safe to do so. Any change to this decision will be communicated to the community at a later date.





SCHEDULE

We have several scenarios planned allowing our students back to campus in various capacities.

We follow the word from the Government and Ministry to determine which of our scenarios to employ. When we are in Orange, we may bring students on campus.

This will be filled in upon official guidelines.

The purpose of these protocols is to protect yourself, your family, and others. We will continue to respect communication and guidelines from public health officials, both local and international. Please help us help each other. As mentioned in the beginning of this letter, we are relying on a mutually trusting relationship in order for safety and success.

We recognize that any level of safety will not make some families feel ready to send their children to campus. Out of respect for your decision, as the January return nears, we will survey each family to determine whether you will opt in or opt out of the plan to return to campus. With that information, we will carry out our model to educate the students of Interamericano.



WHAT YOU CAN DO TO HELP

- Confirmed COVID-19 cases within the family must be disclosed to the corresponding division Administrative Assistants so we can plan accordingly. **Confidentiality will be maintained.**
- Please continue to model and educate yourself and your family on the **whys and hows** of social distancing, masks and hand washing.
- Plan for a **7 day quarantine** after travel, before returning to campus.

Be kind to yourself and your family in this trying situation.
Recognize that we are all in this together.



ALL IN, ALL INTER!



DATA SOURCE

CDC COVID-19 Data Tracker
Health Department guidance
Ministry of Education guidance
World Health Organization (WHO)

CONTACT

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