

2020 - 2021

 **Ecolint**

**Covid-19
Guidelines**



TABLE OF CONTENTS

Overall summary

Guiding Principles

Arrangements for Learning

- 1.a. [Full classes, regular timetable](#)
- 1.b. [Distance learning](#)
- 1.c. [Break times](#)
- 1.d. [Tuition fees](#)

Health and Hygiene

- 2.a. [Training and Information](#)
- 2.b. [Restricted access to campus](#)
- 2.c. [Handwashing](#)
- 2.d. [Masks](#)
- 2.e. [Gloves](#)
- 2.f. [Sickness](#)
- 2.g. [Onset of symptoms at school](#)
- 2.h. [Confirmation of a diagnosis in the community](#)
- 2.i. [Physical distancing](#)
- 2.j. [Cleaning](#)
- 2.k. [Class snacks and birthday cakes](#)
- 2.l. [Drop off and Pick up](#)

Additional Services

- 3.a. [School transport services](#)
- 3.b. [Breakfast Club](#)
- 3.c. [Cafeteria service](#)
- 3.d. [After School Care \(Garderie\)](#)
- 3.e. [Field trips](#)
- 3.f. [Extra Curricular Activities](#)
- 3.g. [Sports tournaments](#)

Overall summary - please read full document for further details

- Both of the cantons in which we operate have confirmed that schools are to open as normal. Arrangements such as hallway traffic flow, extra cleaning, hand hygiene stations, etc. continue to be in place.
- **Should there be any changes to this plan, or any new regulations** determined by the federal or cantonal authorities, then **parents will be informed by email from the Director General, and this document will be updated.**
- **Strict hand and respiratory hygiene practices must continue to be observed, and a distance of 1.5m maintained between adults and between adults and students.** Students in Years 11 and above are considered to be adults for this purpose and therefore must maintain a distance of 1.5m from each other, and from all other students and adults.
- **When the distance of 1.5m cannot be guaranteed from any other person, face masks must be worn by adults and students in Year 7 and above. This means, for example, that a primary school teacher who comes within 1.5m of a student must wear a mask.**
- Masks are not recommended in school for students below Year 7, although students are welcome to wear them if they choose, and if they are sufficiently autonomous to be able to use and dispose of them safely, such that staff are not expected to handle their masks.
- Masks must be worn in transport by all children aged over 12 in Switzerland, and by all children of any age in France. This includes school buses.
- It is the responsibility of parents to provide masks for their children.
- While we hope that all students will be able to benefit from in-person learning for the entire school year, we have contingency plans in place in case we need to move back to partial or total online learning for any length of time.
- School transport services will operate as normal (with masks).
- Cafeteria services will operate as normal. Masks are not required for people who are seated in a dining area, but as above, all students in Year 7 and above, and all adults must wear masks until they are seated.
- Many Extra Curricular Activities will operate as normal. Special arrangements are in place for activities which require close contact (e.g. some sports) or carry a greater risk of transmission (e.g. some musical instruments).
- After School Care will continue as normal.
- School trips within Switzerland will be maintained. No foreign travel is permitted until further notice.
- Visitors will be kept to a strict minimum and nobody with possible symptoms of Covid-19 will be allowed on campus. Visitors will only be allowed in exceptional circumstances (e.g. emergency maintenance, parents collecting sick children).
- As parents will not be allowed to enter school premises, which includes playgrounds unless otherwise communicated, new drop off and pick up protocols are in place which enable this.
- Events which traditionally welcome parents and other guests such as PTA coffee mornings or winter markets, school concerts or plays, open houses and parent teacher conferences etc will take place virtually or be postponed/cancelled.



Guiding Principles

Our plans are based on the following considerations:

1. Ecolint exists for the sake of its students and is committed to promoting excellence in all aspects of its provision.
2. Education is a fundamental human right and a legal responsibility.
3. Ecolint has a responsibility to support the health and welfare of all members of the community.
4. Ecolint believes in the equal value of all human beings, and aims to treat students, staff and parents equitably across the Foundation.
5. Ecolint is obliged to respect Federal and Cantonal guidelines, which includes reopening schools on the given dates.
6. All members of the community are entitled to their own feelings and opinions about the Covid-19 pandemic and related decisions without judgment from others who have different feelings and opinions.

1. Arrangements for Learning

1.a. Full classes, regular timetable

We plan to resume school on 31 August with full classes and regular timetables, such that the student experience is as normal as possible. While in-class modifications have been made as needed to ensure that hygiene and distancing requirements can be met e.g. seating arrangements or modifications of certain activities, it is intended that learning continues as it would in any other year. Face masks will be required for older students and all adults in some circumstances (see below).

1.b. Distance Learning

As the success of our distance learning arrangements last school year demonstrated, Ecolint has the tools, training and resources to provide uninterrupted learning should there be a requirement for students or staff to work remotely, or for a school or campus to close for any length of time. While it is our hope that we will be able to teach in person as much as possible, we have contingency plans in place in case distance learning arrangements need to be reintroduced.

Please note, ALL students from Year 7 upwards, whether learning in school or online, need to ensure that they have access to their laptop, laptop charger and headphones at all times. Any student who has an Ecolint device on-loan must take the device home daily, and bring the device and their own headphones to school each day.



1.c. Break Times

Break times will take place as normal. Students will be asked to wash their hands thoroughly before and after break, and we will encourage students to avoid any unnecessary physical contact e.g. hugging, kissing, wrestling etc. Normal playground sports (e.g. football) will be permitted in Primary only.

Students in Year 7 and above will be required to wear masks during break times in case they come into contact with other students or adults.

1.d. Tuition fees

We will continue to charge full tuition fees irrespective of whether learning takes place on-campus or on-line, as the costs for Ecolint are similar. Additional services such as transport, cafeteria, Extra Curricular Activities etc will be reimbursed pro rata if the school is closed on account of Covid-19.

2. Health and Hygiene

2.a. Training and Information

All staff have been trained on Federal Office of Public Health (FOPH) hygiene recommendations and a refresher will be given before school reopens. Federal Office of Public Health posters will be displayed prominently at the entrance to all buildings and in multiple locations on every campus to encourage proper hygiene practices.

2.b. Restricted Access to Campus

Please note that until further notice, parents will not be permitted to enter the school buildings or anywhere else inside the secure perimeter (i.e. where an Ecolint badge is required to gain access) except in exceptional circumstances, e.g. picking up a sick child. This applies to all year groups, from Pre-Reception up.

No visitors will be allowed unless their visit is essential, e.g. emergency maintenance.

Temperature checks will be carried out on all parents or visitors who have to enter, and if they have a fever or any other Covid-19 symptom, they will not be granted access. Visitors who are granted access must wear masks.

2.c. Handwashing

Handwashing remains one of the most effective ways of reducing transmission of germs, including viruses. Students and staff will be required to wash their hands thoroughly with soap and water



regularly, and at a minimum when they enter school, after break, after lunch, and before leaving. Teaching staff will regularly remind all students of the importance of hand hygiene.

Alcohol gel or spray sanitiser will be provided in certain locations e.g. reception areas, although cantonal guidelines do not recommend children use this without adult supervision.

Students are welcome to bring their own portable hand gel bottles at parents' discretion, but we request that these are clearly labelled with your child's name, ideally in permanent marker pen, and that children are asked not to share this with their classmates.

2.d. Masks

When distancing of 1.5m from other people cannot be respected, all adults and students in Year 7 and above will be required to wear face masks. **Parents are responsible for providing masks for their children.** The Federal Office of Public Health does not recommend masks for younger children under normal circumstances, though we understand that some people feel safer if they or those around them are wearing masks. Students below Year 7 are therefore welcome to wear masks, provided they are sufficiently autonomous to wear them and dispose of them safely. We would prefer that students below Year 3 do not wear masks, as we think it is unreasonable to expect staff to help them put them on, or pick them up if discarded.

Covered waste bins will be provided for the disposal of masks.

Masks will be required for all children aged 12 and over using school transport services (and public transport services) in Switzerland in line with federal guidelines. All users of public transport in France, irrespective of age, must wear masks.

2.e. Gloves

Plastic gloves are not recommended, except for individuals performing specific roles such as school nurses. Given the environmental impact of single use plastics, we kindly ask that neither students nor staff wear gloves at school.

2.f. Sickness

Students or staff with any of the common symptoms of Covid-19 listed below are required to follow the instructions in [this document](#), which also includes other related scenarios.

- Fever - we use the HUG and CHUV definition of fever of 38.5°C or more taken by mouth or ear
- Cough
- Sore throat
- Breathing difficulties
- Sudden loss of taste or smell

We also request that parents regularly check their children's temperature at home to ensure there is no onset of fever.



2.g. Onset of symptoms at school

If a student develops any of the symptoms of Covid-19 listed above, they will be provided with a mask and put in isolation while waiting for a parent or guardian to pick them up. We ask parents to pick their child up as soon as possible, and in any case within one hour and to follow instructions in [this document](#) with regard to testing, isolation and quarantine.

2.h. Confirmation of a diagnosis in the community

If any student or member of staff who has been in school is confirmed to have tested positive for Covid-19, the school is required to notify the *médecin cantonal* and department for education. We will be guided by them in establishing the appropriate next steps.

2.i. Physical distancing

Federal and cantonal guidelines do not consider any specific distancing to be necessary between school children under Year 11. While they recommend that all students are taught the principles, and recommended to observe them outside school, younger students are allowed to mix normally at school. They must, however, observe a 1.5m distance from adults, and all adults must observe 1.5m distancing from each other at all times.

We kindly ask parents to encourage students to avoid any unnecessary contact, even with other children, including hugging, kissing, shaking hands etc. We will do the same at school.

2.j. Cleaning

The school premises, including desks and chairs, will be thoroughly cleaned prior to reopening, and deep cleaned daily. Additional cleaning/disinfection will be carried out throughout the day on high frequency areas, and surfaces such as toilets, sinks, door handles, light switches, handrails etc. Any items which cannot be cleaned daily will be removed.

Classrooms will be aired between lessons. Vacuum cleaners and fans will not be used, to avoid the risk of airborne spread of virus droplets.

2.k. Class snacks and birthday cakes

We kindly ask parents not to send any food into school for their children to share with others e.g. birthday cakes or class snacks, until further notice. Individual snacks for children are, of course, still permitted.

2.l. Drop off and Pick Up

Individual schools will send detailed drop off and pick up guidelines. As a general rule, parents must observe 1.5m physical distancing from students, staff and other parents at all times, and congregating in groups bigger than five will not be permitted. Face masks must be worn.



Students who arrive and leave unaccompanied are asked not to arrive early, and not to linger on campus when school ends. They should take the most direct route into and out of school, and pay attention not to come within 1.5m of older students or adults (parents and staff).

At arrival and leaving times, gates and doors will be secured open to avoid contact with handles, and will be supervised by security personnel or teaching staff to ensure that only students and staff with Ecolint ID badges are permitted to enter.

3. Additional Services

3.a. School transport services

School transport services will operate as normal. Masks must be worn as described above. If you have not yet signed up for transport services, please do so as soon as possible on [this link](#).

3.b. Breakfast Club

The Breakfast Club service at La Châtaigneraie Primary will operate as normal. If you wish to use this service but have not yet signed up, please do so as soon as possible on [this link](#).

3.c. Cafeteria service

Cafeteria services will operate as normal. If you wish to use this service but have not yet signed up, please do so as soon as possible on [this link](#).

3.d. After School Care (Garderie)

After School Care services will operate as normal. If you wish to use this service but have not yet signed up, please do so as soon as possible on [this link](#).

3.e. Field trips

Field trips within Switzerland will operate as normal. Any trips beyond Switzerland are suspended until further notice, in line with cantonal guidelines.

3.f. Extra Curricular Activities

Many Extra Curricular Activities will operate as normal. Revised arrangements are in place for some sports and musical activities. Specific information will be provided by ECA Coordinators.

3.g. Sports tournaments

Until further notice, all sports tournaments are suspended.