HOËRSKOOL ROODEPOORT

COVID-19 VIRUS PANDEMIC 2020

The CODE OF CONDUCT of HOËRSKOOL ROODEPOORT is hereby amended to make provision for controlling the spread of the Covid-19 virus. The daily procedures that will be followed, are:

LEARNERS

- No learner may enter the school grounds without a mask.
- No learner may remove his/her mask at any time during the day.
- Learners should not share or exchange masks.
- The mask must cover the mouth and nose entirely.
- Only 3-layer, cloth masks will be allowed – fabric masks must be washed daily with soap and hot water and placed in a sunny position to dry. When dry, it must be ironed.
- Masks may not be pulled down for purposes of speaking, coughing or sneezing.
- All learners must adhere to social distancing guidelines – learners to stay at least 1.5m from each other – No touching, handshakes, hugs or kissing will be permitted.
- Learners must wash their hands regularly for at least 20 seconds at a time.
- No learner will be allowed to enter any class room without sanitation of their hands. If gloves (of any nature) is worn, it will also be sanitized before entry into the class room.
- Learners may not share stationery, calculators or any electronic devices with anybody.
- Only learners from the grade scheduled for attendance on a specific day, will be allowed access to the school grounds.
- No visitors (parents, friends or other learners not scheduled for attendance) will be allowed access to the school grounds.

- Learners will not be allowed to leave the classroom during periods for any reason whatsoever.
- The school will ensure that there is adequate sanitizer available at bathrooms and at classrooms. Learners must use the soap provided by GDE to wash their hands regularly.
- Only paper towels and/or tissue will be utilised in bathrooms.
- **Learners are advised not to come to school if they are not feeling well or have any of the symptoms usually associated with the Covid-19 virus. The school must be informed by telephone or email.**
- Learners must immediately inform the relevant educator / school authority if they experience any of the following symptoms during the school day:
  - ✓ **Body aches,**
  - ✓ **Fatigue,**
  - ✓ **Nausea,**
  - ✓ **Vomiting,**
  - ✓ **Diarrhoea,**
  - ✓ **Weakness OR**
  - ✓ **Tiredness**.
- Learners are obliged to report immediately to the relevant educator / school authority when they have been in contact with someone who has tested positive for Covid-19.
- Learners must maintain exceptional personal hygiene. This includes:
  - ✓ daily cleaning of their teeth and nails,
  - ✓ daily shower/bathing and
  - ✓ wearing a clean uniform every day.
  - ✓ no spitting is allowed in any location on the school grounds
- **LEARNERS WILL ATTEND SCHOOL, WEARING THE FULL SCHOOL UNIFORM AS SET OUT IN THE CODE OF CONDUCT OF HOËRSKOOL ROODEPOORT**.
- Learners should **avoid touching their faces** and more specifically avoid touching their eyes, mouths and noses.
- Learners must **cover a sneeze or a cough** with a flexed elbow or tissue and then immediately discard of the tissue in a bin (with a red, “bio-hazard bag”) and then properly sanitise their hands afterwards.
- Learners must use tissues or toilet paper to wipe their noses and not the long sleeves of any clothing item.

- **SMOKING (of any substance or cigarettes) is prohibited on the school grounds** and have to be reported to the SAPD during the Covid-19 pandemic on all levels of lockdown
    - ✓ Any learner that transgress in this regard will be suspended immediately in the interest of the health and safety of other learners and the staff of Hoërskool Roodepoort.
- **Any behaviour of learners that constitute a threat to the health of other learners/staff members will lead to immediate suspension and possible disciplinary action in terms of the Code of Conduct of Hoërskool Roodepoort. This include:**
    - ✓ Any behaviour that may lead to the potential spreading of the Covid-19 virus in the school community.
    - ✓ Any behaviour in contravention of the health regulations and rules described in the National legislation and regulations.
    - ✓ Any behaviour in contravention of the policies/protocols of Hoërskool Roodepoort in terms of the Covid-19 virus pandemic.
    - ✓ **Any learner that do not co-operate in all aspects will be suspended and send home, in the interest of the health and safety of everybody**.
- **Any form of bullying or harassment** towards a learner that is sick, experiencing symptoms of the Covid-19 virus or share any characteristics with people linked to any condition caused by the Covid-19 virus, will lead to immediate suspension and possible disciplinary action in terms of the Code of Conduct of Hoërskool Roodepoort.
- Learners are advised to bring their own lunch to school and **may not share food or drinks**.
- Learners will be **restricted to a designated area during break time**. No movement outside of these areas will be allowed.
- **Break times of different grades will be staggered** to promote acceptable social distancing.
- Learners are **not permitted to gather in groups** at any time during the school day. Social distancing must be practiced at all times.
- **The number of learners entering a bathroom will be limited and strictly controlled at all times**.
- Learners are expected to **wash their hands with the soap provided** by the GDE for at **least 20 seconds** every time before leaving a bathroom.
- No cellular phones or electronic devices are allowed during school hours (including break times as set out in the Code of Conduct of Hoërskool Roodepoort
- **No ball games or any other games will be allowed whatsoever before school, during break time of after school**.

PROCEDURE FOR REPORTING TO SCHOOL AND LEAVING SCHOOL

- The grade 11 group is divided into two separate groups (Called **GROUP X** and **GROUP Y**. The two groups will alternate in attending school:
    - ✓ **GROUP X** – All learners from J Aboobakar to TTN Mohodisa (Alphabetical)
        - **Group X** starts on **Tuesday, 07 July** and the timetable for **Day 3** will apply
    - ✓ **GROUP Y** – All learners from KO Moiloa to NU Zulu (Alphabetical)
        - **Group Y** starts on **Wednesday 08 July** and the timetable for **Day 4** will apply

- The grade 10 group is divided into two separate groups (Called **GROUP X** and **GROUP Y**. The two groups will alternate in attending school:
    - ✓ **GROUP X** – All learners from **Register classes 10-1 to 10-4**
    - ✓ **GROUP Y** – All learners from **Register classes 10-5 to 10-8**

  The starting date for Grade 10 learners will be announced as soon as a directive is received from the GDE in that regard.

- School hours will be from 8:00 to 14:00 Mondays to Fridays. **No learner will be granted access to the school grounds before 07:10, when screening will commence**. Learners will not be allowed access to the school grounds without adhering to the Covid-19 screening process.

- Learners will enter through the **Small Theatre-gate access screening area.**

- The **Small Theatre-gate access screening area** will open for Gr. 10/11 learners only after 07:40 and will close at 08:00. Gr 10/11 learners will not be screened simultaneously with the Gr 12 learners.

- <u>If Grade10 or 11 learners arrive early, they will be restricted to the waiting area on the B Sports fields until screening for their grades commence</u>.

- The entering time for daily screening for Grade 10/11 learners will be changed to 07:10 - 07:50 after the grade 12 learners have completed their test cycle.

- Learners that arrive at school **after 08:00 will enter through the security area at the main entrance gate** and will report to reception after screening to hand in their screening forms

- Parents will be notified of all learners entering the school after 08:00.

- <u>Parents are advised to wait until after the scanning process is concluded before they leave</u>.

  (We are unfortunately not able to attach any time frame to this process)

- **All Grade 10/11 learners:**
  - ✓ Will be screened daily, before gaining access to the school grounds.
  - ✓ Screening will be done and Annexure A must be completed on the first day of attendance at the **Small Theatre access screening area**.
  - ✓ If the answer to any screening question on Annexure A is indicated as "**YES", the learner will not be allowed access to the school grounds.**
    - ➢ Learners that answer "**YES**" to any screening question on Annexure A, will be treated as a **Person Under Investigation** (PUI).
    - ➢ Any **PUI** will only be granted subsequent access to the school grounds after they have been cleared by a medical professional.
    - ➢ **No exceptions will be allowed to this procedure as we aim to keep our school free from the Covid-19 virus, in the interest of the health and safety of the staff and other learners of Hoërskool Roodepoort.**
  - ✓ Thereafter, learners will receive a blank Annexure A at the end of every school day.
    - ➢ This form must be completed daily and signed **in the presence and with the consent of parents** and presented during screening on the following scheduled day of attendance to the school.
  - ✓ Learners that do not adhere to this procedures, will cause delays in the entering process at the school and will be reprimanded.
    - ➢ If this behaviour form a **pattern of non-compliance**, such learners will be refused entry to the school grounds and sent home in the interest of the health and safety of the staff and other learners of Hoërskool Roodepoort.
  - ✓ Learners need to enter their measured temperature on a daily basis to their screening forms and hand in the completed Annexure A at the screening tables before entering the school grounds.
  - ✓ their temperatures will be scanned and recorded 3 times a day:
    - ➢ 1) On entrance between 7:20 and 7:50 (written onto Screening Questionnaire)
    - ➢ 2) Before break during Period 3 (recorded on combination list)
    - ➢ 3) During Period 8 (recorded on combination list)

- Learners with a temperature of **38°C (or higher)**, will be asked to return home with their parents and are to be referred for medical advice and will be **deemed to be a PUI**.
  - ✓ If no parent is present, learners with a temperature of **38°C (or higher)**, will be escorted to the holding area in the back of the hall until their parents can collect them.
  - ✓ **Learners with a temperature of 38°C (or higher), not collected by their parents within 2 hours of notification, will be transferred to the care of the medical authorities dealing with the Covid-19 virus pandemic**.
    - Any **PUI** will be refused subsequent access to the school grounds until they have been cleared by a medical professional. Please take note that a letter from parents will not be accepted to gain access when a learner is a PIU.

- Learners will be allocated new Register classes (with a reduced number of learners to comply with social distancing requirements) at the final screening tables and must go directly to their register classes after screening **on the first day of returning to school**.
- No learners will be allowed on the school grounds after the close of school (30 minutes after the end of the last period of the day) **at 14:30**.
- Learners that have to wait for transport or parents will be restricted to the waiting area at the gate. **No learner will be allowed back into the school buildings for any reason.**

The school call for the co-operation of parents in limiting the spread of the COVID-19 virus and ensuring the health and safety of the learners, workers and staff of Hoërskool Roodepoort and of our entire school community.

We make a sincere appeal to parents to **please keep their children at home should they show any symptom/s usually associated with the COVID-19 virus infection** and to seek immediate medical intervention as soon as you become aware of any known symptoms usually associated with the COVID-19 virus and act as a matter of urgency in the interest of their child's health.

PLEASE DO NOT RISK THE HEALTH OR LIVES OF YOR FAMILY MEMBERS, FELLOW LEARNERS OR THE STAFF OF HOËRSKOOL ROODEPOORT IN ANY WAY.

- **Please be safe:**
  - ✓ **Wash your hands regularly** with soap and warm water for at least 20 seconds.
  - ✓ **Or sanitize your hands regularly** with a sanitizer with a content of at least 70% alcohol.
  - ✓ **Always** practice **safe social distancing.**
  - ✓ **Wear a mask at all times.**

ALL PARENTS ARE URGED TO PLEASE ENCOURAGE AND GUIDE THEIR CHILD/CHILDREN TO ADHERE TO ALL THE MITTIGATING MEASURES THAT HAVE BEEN PUT IN PLACE AT ALL TIMES SO THAT WE CAN **KEEP OUR SCHOOL FREE FROM THE COVID-19 VIRUS**. THIS IS A COMBINED EFFORT BETWEEN THE SCHOOL, LEARNERS AND PARENTS

We can only achieve this goal if everybody adheres diligently to all the rules and conditions in this trying time:

- ✓ ***at school,***
- ✓ ***in public spaces***
- ✓ ***while using public transport***
- ✓ ***and at home!***

Please help to prevent the spread of the COVID-19 virus in the Interest of everybody. We are stronger together!!!

HOËRSKOOL ROODEPOORT

I, _____ _____ of Gr ____ ____ hereby admit and

declare that I:

i. have received and have read the guidelines of **HOËRSKOOL ROODEPOORT** on the Covid-19 Pandemic**.**

ii. am satisfied that content of this procedure **has been explained to me by my Register teacher** and/or another member of the staff of the school.

iii. understand the meaning and implications of this guidelines to prevent the spread of the Covid-19 virus at school and in our wider communities.

iv. will follow this guidelines diligently in the interest of my own health and safety and also for the health and safety of my family, fellow learners, staff and workers of **HOËRSKOOL ROODEPOORT**

v. accept this guidelines on the Covid-19 Pandemic as an amendment to the **CODE OF CONDUCT of HOËRSKOOL ROODEPOORT** and undertake to comply in all aspects.

Signed on this _____ day of JULY, 2020 at Hoërskool Roodepoort.

Full name/s and surname

_____

_____

SIGNATURE (Learner)

Parental co-signature _____

SIGNATURE (Parent)

_____ _____

SIGNATURE (Guardian Teacher) **Initials and Surname (Guardian teacher)**

LEARNER & PARENT COPY

HOËRSKOOL ROODEPOORT

I, _____ _____ of Gr ____ ____ hereby admit and

declare that I:

vi. have received and have read the guidelines of **HOËRSKOOL ROODEPOORT** on the Covid-19 Pandemic**.**

vii. am satisfied that content of this procedure **has been explained to me by my Register teacher** and/or another member of the staff of the school.

viii. understand the meaning and implications of this guidelines to prevent the spread of the Covid-19 virus at school and in our wider communities.

ix. will follow this guidelines diligently in the interest of my own health and safety and also for the health and safety of my family, fellow learners, staff and workers of **HOËRSKOOL ROODEPOORT**

x. accept this guidelines on the Covid-19 Pandemic as an amendment to the **CODE OF CONDUCT of HOËRSKOOL ROODEPOORT** and undertake to comply in all aspects.

Signed on this _____ day of JULY, 2020 at Hoërskool Roodepoort.

Full name/s and surname

_____

_____

SIGNATURE (Learner)

Parental co-signature _____

SIGNATURE (Parent)

_____ _____

SIGNATURE (Guardian Teacher) **Initials and Surname (Guardian teacher)**

SCHOOL COPY

(Must be completed and returned to your Register teacher on your second day of attendance) You will be refused entrance to the school grounds from the third day of return onwards if it has not been returned!

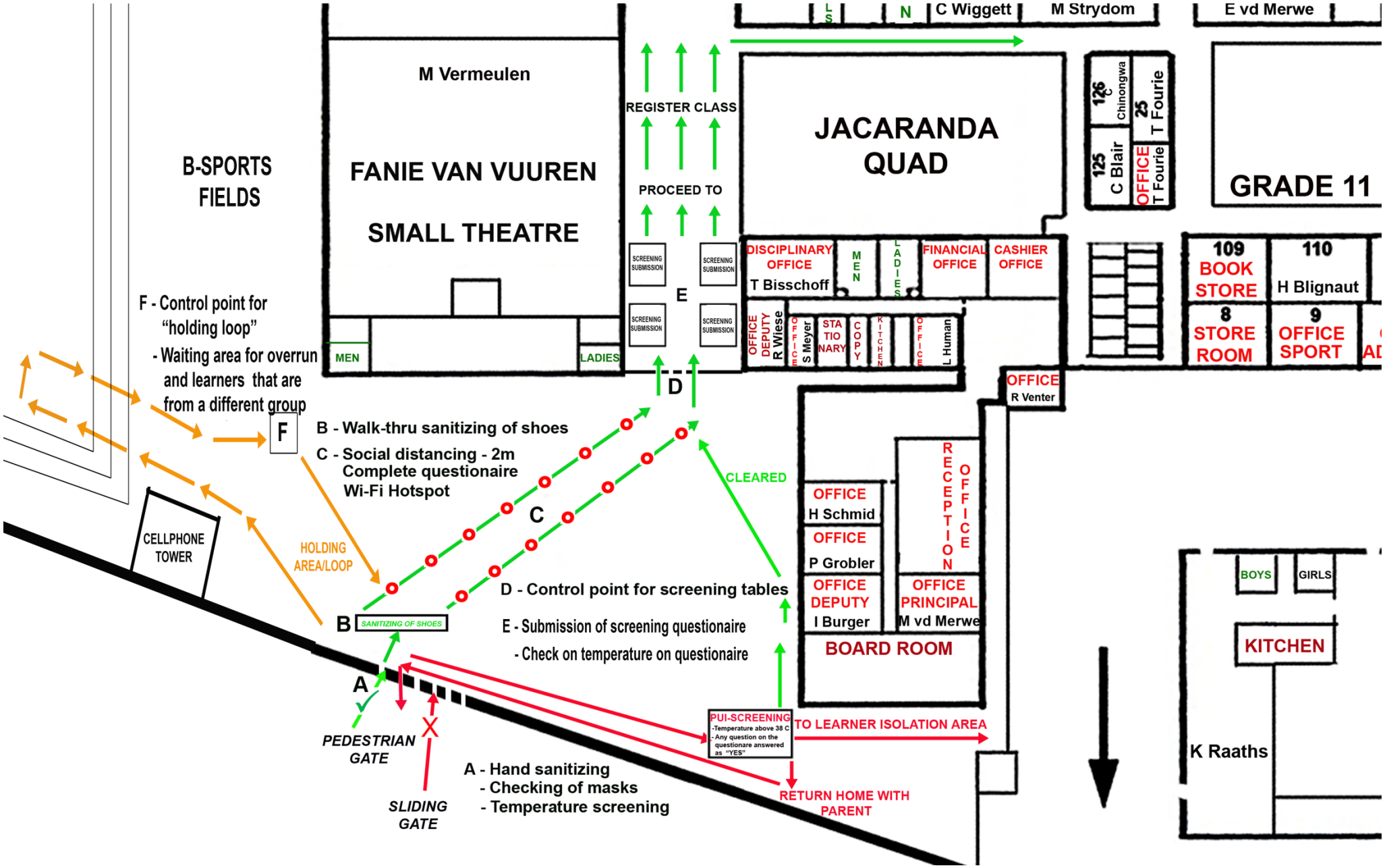
GRADE 11 SCHEDULE (Next two weeks)

		DATE	DAY	GRADE 8	GRADE 9	GRADE 10	GRADE 11	GRADE 12
TERM 2	JULY 2020	06	2					SCHOOL
		07	3				Group X-SCHOOL	SCHOOL
		08	4				Group Y-SCHOOL	SCHOOL
		09	5			NOTES	Group X-SCHOOL	SCHOOL
		10	6				Group Y-SCHOOL	SCHOOL
		13	1				Group Y-SCHOOL	SCHOOL
		14	2	NOTES			Group X-SCHOOL	SCHOOL
		15	3			NOTES	Group Y-SCHOOL	SCHOOL
		16	4		NOTES		Group X-SCHOOL	SCHOOL
		17	5				Group Y-SCHOOL	SCHOOL
		20	6					SCHOOL
		21	1					SCHOOL
		22	2					SCHOOL
		23	3					SCHOOL
		24	4					SCHOOL
		27	5					SCHOOL
		28	6					SCHOOL
		29	1					SCHOOL
		30	2					SCHOOL
		31	3					SCHOOL
	AUGUST 2020	03	4					SCHOOL
		04	5					SCHOOL
		05	6					SCHOOL
		06	1					SCHOOL
		07	2					SCHOOL
		TERM BREAK						
T3		12	3					SCHOOL
		13	4					SCHOOL
		14	5					SCHOOL
		15	6					SCHOOL
		16	1					SCHOOL

GR. 11 -X GROUP	Aboobaker, J to Mohodisa, TTN
GR. 11 -Y GROUP	Moiloa, KO to Zulu, NU

STAGGERED RETURN OF GRADES

		DATE	DAY	GRADE 8	GRADE 9	GRADE 10	GRADE 11	GRADE 12
TERM 2	JULY 2020	06	2					SCHOOL
		07	3				Group X-SCHOOL	SCHOOL
		08	4				Group Y-SCHOOL	SCHOOL
		09	5			NOTES	Group X-SCHOOL	SCHOOL
		10	6				Group Y-SCHOOL	SCHOOL
		13	1				Group Y-SCHOOL	SCHOOL
		14	2	NOTES			Group X-SCHOOL	SCHOOL
		15	3			NOTES	Group Y-SCHOOL	SCHOOL
		16	4		NOTES		Group X-SCHOOL	SCHOOL
		17	5				Group Y-SCHOOL	SCHOOL
		20	6					SCHOOL
		21	1					SCHOOL
		22	2					SCHOOL
		23	3					SCHOOL
		24	4					SCHOOL
		27	5					SCHOOL
		28	6					SCHOOL
		29	1					SCHOOL
		30	2					SCHOOL
		31	3					SCHOOL
	AUGUST 2020	03	4					SCHOOL
		04	5					SCHOOL
		05	6					SCHOOL
		06	1					SCHOOL
		07	2					SCHOOL
		TERM BREAK						
T3		12	3					SCHOOL
		13	4					SCHOOL
		14	5					SCHOOL
		15	6					SCHOOL
		16	1					SCHOOL

GR. 11 -X GROUP	**Aboobaker, J to Mohodisa, TTN**
GR. 11 -Y GROUP	**Moiloa, KO to Zulu, NU**

SMALL THEATER ENTRANCE (COVID-19 SCREENING)