

**BRIT-MAGYAR ISKOLA
INTERNAL PROCEDURE SCHOOL SAFETY
FOR 2020/21 ACADEMIC YEAR**

Dear Parents,

On 1st September, we return to school as planned, and based on our current information, it will be normal school life for the current **2020/2021** school year. However, there are a number of indications that the virus situation could get worse at any time, so we need to be prepared for different scenarios. However, our fundamental goal is always to make sure that our students and teachers can participate in school life and work in a healthy and productive way. Of course, no one can guarantee complete protection, but we have a procedure to ensure a healthy, virus-free environment in our institution. It is also important to ensure that the virus remains outside the school walls, which we can achieve by following this protocol and adapting it to our daily lives. Our school considers the official action plan issued by the Ministry of Human Resources as the guide to design of its own internal protocol.

From 1 September, people accessing the school building are those,

- Who provide the child health declaration previously sent to the head of class before the year opening ceremony,
- who perform hand disinfection after entering the school area,
- who wear a mask in the building. Wearing a mask is mandatory in the building's communal spaces and stairwells for everyone, including children.
- parents are encouraged to say goodbye to their children at the school entrance and wait for their children in front of the school yard after the school day (keeping a sufficient distance from each other), only to enter the school building if appropriate. Parents are obliged to wear masks inside the school building, on the second floor and in the school yard. Children wearing masks in the school enclosed space (2nd floor, school yard, cafeteria, gym) are optional. At the same time, children are required to wear masks in other areas and spaces of the building.
- if the parents are on the school grounds where appropriate, please leave the building in the shortest possible time. If the parents must do official business, check in by phone in advance. School consultations, parent meetings and reception classes are held with online platforms. Parents' meetings in September are also organized online.

Local procedures for cleaning and disinfection

- Before we started school, we cleaned the entire building with disinfectants.
- At the school entrance, in the classrooms, in the bathrooms, we placed disinfectant

hand detergent. In the lavatories, hands are wiped with paper towels.

- The rules of personal hygiene are communicated to the students, these rules are enforced. School teachers draw attention to regular hand sanitation several times during the day.
- After groups of students from several classes, the bench and seating areas are disinfected by the teacher who taught the class immediately after class.
- At the end of the school day, we have carried out a complete school disinfection cleaning in accordance with the regulations and by means of the equipment.
- During the day we ventilate the classrooms several times.

When organising our school life

- only healthy, non-symptomatic pupils, educators and other workers may attend the school.
- At the beginning of the school day, teachers measure pupils' body temperature with a non-contact thermometer, each class has its own thermometer.
- during breaks, we make sure that individual class communities do not mix.
- we also strive to ensure that many children are not in the same place at the same time.
- we spend the breaks in the open air and try to keep some classes there.
- we also make sure that there are not many children in the bathrooms at the same time.
- in the event of the student's absence, we digitally ensure that the tasks are delivered to the student and their performance is assessed by the teacher.
- wearing a mask in classrooms is optional, but it is possible. If requested by the teacher, pupils are required to wear the mask in class.
- everyone in public spaces is obliged to wear masks.
- extracurricular afternoon clubs are not organised in our school building during the 2020/21 academic year.
- in the case of pupils, if there is a family member of an at-risk age in the family or the parent considers it safe, absenteeism is ensured. In this case, the parent is obliged to inform the homeroom teacher of absenteeism and the school provides the child with the replacement teaching matter and the child completes tasks in the home environment. Failure to do so might mean a child falling behind and so may result in the child taking a graded exam at half-term.
- our pupils are seated during school meals with social distancing.
- the restaurant uses disinfectant to wash dishes.

What to do if you have suspected infection

- If a child, educator or other school worker has symptoms of infection, he or she should be isolated immediately and the school doctor informs what to do next. In the case of a child, the parent/guardian should also be notified, and that person should be advised to contact the child's doctor by telephone. From that point the doctor's instructions should be followed.
- The use of gloves and masks is mandatory for the person supervising the sick child.
- The parent is obliged to inform the school if the child is in the vicinity of a person suspected of having coronavirus or if there is a known infected person. The child must be separated from the infected person. In this case, the parent is obliged to keep the child under observation for two weeks, He or she is not allowed to visit the school during this time, nor can he participate in extracurricular activities. In such cases, the child is considered to be suspected of infection (even in the absence of symptoms) and may come to the school after compliance with quarantine regulations or with a medical certificate supported by a negative coronavirus test. The same applies to teachers and other staff working at school.
- A person suspected of being infected must be cured and may enter the school only if:
 - o A medical certificate supported by a negative coronavirus test shows that you can go to a school community, or
 - o two weeks of quarantine have passed since the symptoms ceased.

Measures to be taken in case a person is sick

- If the student, educator or employee of our school has been confirmed to have coronavirus, we immediately report the event to the school doctor and the appropriate authorities.
- At the same time as the authorities are notified, the Head of School shall notify the parent community of the class(es) concerned, while respecting the protection of personal data. For students who may be absent, the school continuously provides digital education (according to the normal schedule).
- The competent authorities have the right to decide if the school should switch to digital only education, which the School shall be informed of without delay. Students are not allowed to visit the School for educational purposes from the day following the imposition of a digital work schedule outside. If digital education outside the classroom is imposed on the school, the school will organise childcare

in the event of parental needs, subject to the relevant health provisions.

- A certified infected person can enter the school only in full health and if he or she presents a medical certificate supported by the results of two consecutive negative coronavirus test that he/she can go to the school community.

Best regards,

Zoltán Fodor
School Director

Budapest, 2020.augusztus 28.