

## 2020-2021 Information for KG Parents

Welcome to a new school year at CTI!

In light of the COVID-19 pandemic, CTI will be adopting new measures to ensure the continued education and wellbeing of the students. Please read on to understand how these measures will impact the 2020-2021 academic year at CTI.

In accordance with the Minister of Education's decision, we are going to start the year with a **hybrid program**. As the year unfolds, this program is liable to change, modification or updating. Depending on the current situation, and based on any recommendations by the Ministry of Education and/or Health, teaching may revert to face-to-face education or instead go fully online. In all cases, you will receive prior notice of any changes to the program.

### Hybrid Education at CTI

#### I. Sections

KG students will be divided into **sections A1 and A2, B1 and B2**, according to families. Siblings have been assigned to the same sections to attend school on the same days and simplify the transportation arrangements which parents have to make.

Sample schedule for **sections A1 and A2** during weeks 1 and 2 of the hybrid program:

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	CTI	Home	CTI	Home	CTI
Week 2	Home	CTI	Home	CTI	Home

Sample schedule for **sections B1 and B2** during weeks 1 and 2 of the hybrid program:

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Home	CTI	Home	CTI	Home
Week 2	CTI	Home	CTI	Home	CTI

Under the hybrid program, while sections A1 and A2 come to school, sections B1 and B2 stay at home to study. Instruction will be divided between class and home, with most of the teaching/learning taking place in class and review, application and practice taking place both in class and at home.

Students whose section is staying at home will be able to make use of **G Suite**, Google's wide-ranging educational platform which includes access to Gmail, Google Drive, Google Classroom, Google Chat and Google Meet. You will receive separate guidelines on how to use G Suite. CTI has been working hard to provide this technology to all students and teachers, and it will enhance the learning experience at CTI.

While studying at home, students will need a computer, laptop or tablet, as well as internet access, in order to enjoy the benefits of G Suite and continue learning from home. During this period, parental supervision is recommended.

In the event that CTI has to go fully online due to any coronavirus-related closure or other, after having started the hybrid program, students will study at home via distance learning. Further information about online teaching program will be provided to you in due course.

## II. Timing

We will be implementing a **staggered arrival and departure** system for students as follows, to allow social distancing between students:

	KG students	Elementary/secondary students
Classes start	7:45am	7:30am
Arrival window	7:30 - 7:45am	7:10 - 7:30am
Classes end	1:15pm	1:30pm
Departure window	1:15 - 1:30pm	1:30 - 1:45pm

Unless your KG child has older siblings whom he/she is being dropped off with during the elementary/secondary student arrival window, **please adhere to dropping off your KG child during the KG student arrival window**. Similarly, if you pick up your child, **please adhere to picking him/her up during the KG student departure window**. In both cases, this is for the safety of your child and to help us maintain social distancing.

## III. Anti-Coronavirus Safety Measures

In order to minimize the risk of students getting infected with coronavirus, CTI has implemented the following safety measures for the 2020-2021 academic year. These measures will remain in place until we inform you otherwise, in accordance with any decisions by the Ministry of Education and/or Health. We encourage you to familiarize yourself with these measures and, where applicable, nurture good habits with your child at home.

- Staggered arrival and departure times for KG children compared to other classes.
- Parents need to drop off and pick up their children at the back gate in a timely manner, to minimize contact with others. Parents should not gather at the school gate and will not be allowed inside the school.
- Masks will be worn by students and teachers at all times. Children should wear masks to enter school and should have an extra mask in their schoolbag every day. **Any child not wearing a mask upon arrival to school will be refused entry and will not be provided with a mask to enter**. We encourage you to write your child's name on his/her mask, if possible.
- Temperature checks will be conducted daily before children join their classes. **If a student has fever, he/she will be sent home immediately.**
- Social distancing:
  - Students are divided into smaller sections; at any day, two sections will be at school and two will be at home

- Teachers and staff will aim to maintain a distance of at least 1 meter between children.
- Desks will be spaced at a distance of at least 1 meter from each other.
- School supplies will be prepared for individual child use and will not be shared. Crayons, pencils, *etc.* will be kept in individual cases/boxes for each student.
- Recesses/breaks will be staggered so only one KG class will be in the playground at one time.
- Students in a section will stay in one classroom throughout the day, while teachers move between classrooms. This will limit the mixing of students during school time activities.
- Food safety:
  - Children will eat in class, each one at his/her own desk, to keep social distance. There will be **no sharing of food** among students.
  - A reusable food container, **labeled with the child's name**, should be used daily for sandwiches and snacks.
  - A reusable water bottle, **labelled with the child's name** and filled with clean drinking water, or one or more bottles of mineral water, should be sent to school daily with your child. Please bear in mind that although clean drinking water is available at school, it will **not be offered** this year to the KG children due to coronavirus considerations.
- Washing and Sanitizing
  - Washing of hands will be done frequently during the day. Parents are encouraged to teach their children how to wash their hands thoroughly with soap and water.
  - Sanitizing hands with gel will be done at key moments in class throughout the day. Each child should have a pocket hand sanitizer in his/her schoolbag every day.
  - Disinfection of classrooms and desks will be conducted regularly by the cleaning staff at school.

#### IV. Health and Absences

Due to the coronavirus pandemic, children's health is a major concern this year.

- Temperature checks will be conducted daily before children join their classes. **Any child who registers a fever at a temperature check will not be allowed to join his/her class and the parents will be notified to pick him/her up from CTI.**
- A sick child must stay at home if he/she has the flu, fever, a persistent cough, respiratory problems, a sore throat, a runny nose, diarrhea, vomiting or any other COVID-19 symptoms. This will be best for the sick child's own comfort and is required for the welfare of other children. After an absence of 2 days or more, parents need to provide a doctor's report to school before the child is admitted to class.
- In class, at any sign of flu, fever, persistent cough, respiratory problems, sore throat, runny nose, diarrhea, vomiting or any other COVID-19 symptoms, the child will be examined by the school nurse and the parents will be contacted to take the child home immediately. The child should stay at home for at least 2 days and parents need to provide a doctor's report to school before the child is admitted to class.

- In the event of a confirmed coronavirus case at school, CTI will follow the guidelines of the Ministry of Health and/or Ministry of Education. **CTI is not to be held responsible for any coronavirus infections.**
- Parents must immediately notify the school in case of coronavirus infection of their child or anyone in the family with whom the child has had contact. This is extremely important to determine who else the child may have been in contact with and therefore take appropriate action. The school has a duty to protect the rest of the students, teachers and staff.
- As instructed by the Ministry of Health, any child infected with COVID-19 must self-isolate at home for 14 days. Parents will need to provide a doctor's report to school before the child is admitted to class following the end of the self-isolation period. The Ministry of Health's directives will have to be followed for anyone affected by COVID-19.
- In case of other contagious diseases, the child should be kept at home for two weeks starting from the onset of the disease. Parents will need to provide a doctor's report to school before the child is admitted to class.
- **The school has the right to send back home a child who shows any sign of infection or who returns to school while still contagious.**

We appreciate that the coming year poses a significant challenge in ensuring students' continued education while also protecting them from the risks of COVID-19 infection. We believe that with these measures in place, and with your support in adhering to them, students will continue receiving the great education they are accustomed to at CTI.

Praying for a healthy year for children, parents, teachers and staff.

God bless!

Preschool Coordinator