

GSIS Reopening Training

May 19, 2020



Agenda

- ❑ At Home
- ❑ Upon Coming to Campus
- ❑ During School Hours
- ❑ In the Cafeteria
- ❑ After School
- ❑ When YOU have a fever or symptoms

School regulations for the prevention of Covid19 infection

Temperature checking twice at school

5-10 min student education each morning

Self surface cleaning each block

Asking symptoms each block

Temporary observation room

Self reporting form, etc

At Home before coming to work

✓ Students/staff will be asked to answer the questionnaire daily, starting 1 week prior to the start date. It is a **daily survey**, called [Student-Parent Self Reporting Health Form](#) and [Employee Self Reporting Health Form](#).

*They will be informed not to come to school, contact the school and go to a screening hospital if they answer yes to any of those questions.

At Home before coming to work

- ✓ **Administration secretaries** will follow up by filtering who have not completed it and contact those to ensure they comply with this **each day**.
- ✓ School nurse will contact and monitor those who answer yes to any of the questions.

Bus transport in the morning

- ✓ All students/Employees are required to have temperature check and answer the self-reporting form at home each morning.
- ✓ As students get off the bus at school, temperature will be taken outside the front door (temperature check table set up at the front). When all students on the bus have been checked, those students will enter the building through the Auditorium door.
- ✓ When there is a student on the bus with a temperature, **only** the feverish student will be sent to the observation room.

Upon Coming to Work

- ✓ **Wearing a mask** is required for all students/employees.
- ✓ **Sanitize** your hands before entering the building.
- ✓ All staff and faculty will be required to undertake **Temperature and Symptom check** upon arrival at school.

Upon Coming to Work

- ✓ The only entry points to the Main building in the morning will be the front door (for students, staff & faculty) and the Basement carpark door (for staff & faculty only?? arriving by car). (School bus students will enter through the Auditorium door after temperature check outside.) All staff and faculty not coming by car should enter through the main front door.
- ✓ **Temperature and Symptom check** starts at 7:45am in the Atrium and in the Basement.

Temperature/Symptom Check in Atrium or Basement

Respiratory symptoms (cough, sore throat, shortness of breath),
Others (nausea, diarrhea, loss of smell/taste)

- Staff/students should report to temperature-checking staff if they have any COVID19 suspicious symptoms.
- Non-contact thermometers will be used.
- If $\text{temp} \geq 37^{\circ}\text{C} \Rightarrow$ Rest for a few min. \Rightarrow 2nd check \Rightarrow If $37 \leq \text{temp} \leq 37.4 \Rightarrow$ 3rd check with ear thermometer
- When rechecked $\text{temp} \geq 37.5$ (ear or non-contact) or symptoms \Rightarrow the temporary observation room with a health mask on \Rightarrow Screening hospital

When a student has symptoms at the start of the day

- **Call the school nurse** at 2829 immediately.
- If the student is not wearing a **HEALTH mask**, provide one from the infection prevention supply kit.
- The school nurse will immediately take or have someone to take him/her to the temporary observation room. **Do NOT send the student alone**(he/she will be taken in the way minimizing the indoor routes).
- The student will be sent to the screening hospital for the diagnostic test. **Until the result of the student's COVID19 diagnostic test, classes will be normally conducted.**

Observation Room

- The Office of the Director of Development on the first floor will be used as the Temporary Observation room.

Temperature/Symptom Check during the day

- All students and staff will have an additional temperature check before going to lunch.
- ES: classroom teachers check their students in their classrooms before lunch. **SS: Temperature checking staff will visit each classrooms.**
- **All ES/SS faculty who are not in classrooms at the temperature checking time should be checked at the ES/SS office before going to lunch.**
- Korean staff (at the Reception Desk),ELC staff (in the ELC).

Temperature/Symptom Check during the day

- If temp $\geq 37^{\circ}\text{C}$ \Rightarrow Rest for a few min. \Rightarrow Recheck \Rightarrow If $37 \leq \text{temp} \leq 37.4$ \Rightarrow Recheck with ear thermometer (Call the nurse if you have no ear thermometer)
- When rechecked temp ≥ 37.5 (ear or non-contact) or symptoms \Rightarrow the observation room with a health mask on \Rightarrow Screening hospital

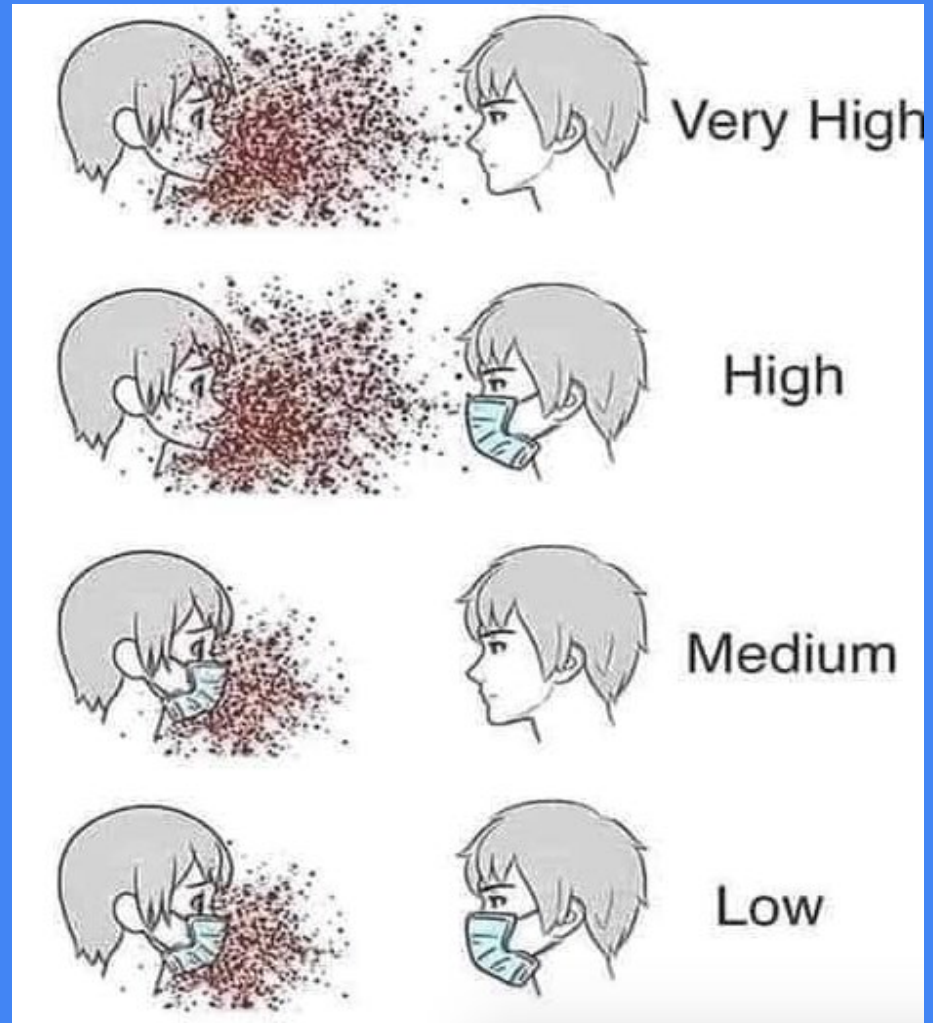
Wearing a Mask

All students/staff are required to wear a mask(health, surgical, or cotton) at all times on campus.

In case of breathing problem due to face mask, let the student take off his mask off a short while for breathing in a safe place. If it repeatedly happens, call the nurse.

Wearing a **health mask**: highly recommended for all students/staff, required for those who are at **high risk**, have respiratory symptoms or fever, and check student temperature.

Probability of Contagion



✂ Correct ways of wearing a mask

- Wash your hands thoroughly with soap and water before putting on a mask.
- Place the mask tightly on the face, fully covering your mouth and nose.
- Do not put a towel or tissues in the mask.
- Do not touch the mask while wearing the mask** . If you do, wash your hands thoroughly with soap and water.
- Wash your hands after removing the mask.

Start of the school day - Elementary

- ✓ Student education for 10 minutes in the beginning of the first class each day using [GSIS COVID19 Prevention - Students](#)
- ✓ Ask students if anyone feels warm or has any COVID19 suspicious symptoms **in the beginning of the class.**
- ✓ Sanitize hands and disinfect the surfaces(doornab, desk, keyboard) **before each class starts.**

Start of the school day - Secondary

- ✓ Homeroom at the start of the day for the first 10 minutes - Homeroom teachers to instruct students of the procedures using [GSIS COVID19 Prevention - Students](#)
- ✓ Ask students if anyone feels warm or has any COVID19 suspicious symptoms **in the beginning of Homeroom.**
- ✓ Sanitize hands and disinfect the surfaces(door knob, desk, keyboard) **before each class starts.**

During School Hours (all classes)

- ✓ **Each teacher** to remind students at the start of each class of the procedures to follow.
- ✓ Ask students if anyone feels warm or has any COVID19 suspicious symptoms **in the beginning of each class.**
- ✓ **Sanitize hands and disinfect the surfaces(doornab, desk, keyboard) before each class starts.**

Disinfection of surfaces

An Infection Prevention Supply Kit (1 Disinfectant spray which is used for hand sanitizing and surface cleaning, 2 health masks, 1 wet tissue box, and poly gloves) is placed in each room. It should be stocked at all times. Ask GA(2805?) to get supplies filled out when needed. (ES-1 thermometer included in each basket)

Disinfection: Wear polygoves, spray the disinfectant to a wet tissue and wipe the surfaces and objects with it. (Teachers: doornab, desk, keyboard, etc.

Students: desk, keyboard, etc.)

FYI: HOCL disinfectant

Effective, safe, non-toxic disinfectant

http://www.medilox.co.kr/gene_en/overview.php

During School Hours(classes)

- ✓ Ensure students to maintain **a safe physical distance of at least 2m** from each other at all times (at least 1m when rooms are not enough).
- ✓ During school hours, **all windows in the building should be open at all times** to ensure maximum ventilation. In particular, when air-conditioning is operated, **at least 1/3 of all windows should be left open** . However, use air conditioning only when it is necessary.

Guidelines recommended by MOE for social distancing in the classroom.

- Place desks to ensure the maximum distance between students, and prohibit group seating.
- Limit learning activities that may cause infection through droplets or contact.
- Postpone or cancel group events and small meetings.
- Refrain from educational activities using class materials shared by students.

Secondary classroom setting up

- **Please set up classrooms at the conclusion of the workshop** in preparation for school reopening.
- Desks at least 2 meters apart.

During School Hours (classes)

- ✓ Eating in classrooms will not be allowed (Except PK and K).
- ✓ When you sneeze or cough, cover your mouth with your sleeve. If you have used tissue when coughing or sneezing, immediately throw it into a trash can with a lid and wash your hands. A trash can with a lid has been placed in each classroom.
- ✓ Keep your hands out of your mouth, nose, and eyes.

Gym access during the day

- ✓ A temperature check table will **not** be set up in the Gym Building. Please ensure everyone entering the Gym finished fever screening through the main building in the morning.
- ✓ When possible and subject to weather, PE classes will be held outdoors.
- ✓ Students will not be able to access Gym A and Gym B during lunch or after school.

Secondary Library during lunch

- ✓ There will be a limited number of students allowed in the Library during lunch.
- ✓ The only access to the Library will be through the main door. (No access through the door from the rear stairs.)
- ✓ Teachers on duty to assist with monitoring students,

When a student has symptoms in class

- **Call the school nurse** at 2829 immediately.
- If the student is not wearing **a HEALTH mask**, provide one from the infection prevention supply kit.
- The school nurse will immediately take or have someone to take him/her to the temporary observation room. **Do NOT send the student alone** (he/she will be taken in the way minimizing the indoor routes).
- The student will be sent to the screening hospital for the diagnostic test. **Until the result of the student's COVID19 diagnostic test, classes will be normally conducted.** Ask if anyone else in your class is having any symptoms. Sanitize.

When a confirmed case is reported

- All students, faculty, and staff shall be sent home wearing a health mask, and school shall be converted to remote class system.
- According to the results of an epidemiological investigation by health authorities, students and faculty/staff, except for those who classified as contactors, will resume school if normal school operation is possible.
- Students and faculty classified as contactors shall be quarantined for 14 days according to the quarantine notice.
- Even if the contactor is negative on the test,, isolation and active monitoring shall last for 14 days.

In the Cafeteria

- ✓ In the cafeteria, you will **line up at least 2m apart** from each other.
- ✓ Sanitize your hands before picking up utensils and keep a mask on until you start eating . (**lunch duty** can help?)
- ✓ **Individual lunch tables** have been set at the cafeteria to ensure a physical distance between students/staff. Only family can sit together at the round picnic tables outside. **Avoid facing each other while eating.** No sharing food or water with others.

After School

- ✓ All students taking the bus will be released 5 minutes early at the end of the day.
- ✓ Temperature will be taken before boarding after school. Upon boarding, students/staff should sanitize their hands and keep a mask on. (hand sanitizer in place in the bus), Be seated with a safe distance from others (sides and front/back).
- ✓ When you arrive home, please immediately wash your hands with soap and water.

After School - ES Parent pick up

- ✓ No parents/visitors will be allowed in the school.
- ✓ At the end of the school day, ES Parents will be asked to wait outside for their children.
- ✓ Lower Elementary (PK-2) parents will wait outside on the left side (when facing the front doors) of the main entrance.
- ✓ Upper Elementary (3-5) parents will wait outside on the right side (when facing the front doors) of the main entrance.

When YOU have a fever or symptoms

- ✓ Call the school nurse for consultation, then go to screening hospital.
- ✓ Quarantined Staff Health Monitor Form will be sent to you. Fill it two times a day and share your record with the school nurse.
- ✓ Observe [Self-quarantine rules](#), [Guidelines for Cohabitors](#).

When YOU have a fever or symptoms

- ✓ Refrain from going outside until the diagnostic test comes back negative and you are cleared by the doctor.
 - ✓ If the fever higher than 38 persists or symptoms worsen, **even if your test was negative**, consult with the CDC call center (1339) or the local public health center and visit a screening hospital again.
- *When the fever and symptoms disappear, call the school nurse and return to work after 24 hours have passed without taking any antipyretics (fever reducing medicine).

Together we can overcome
this challenging situation!!

