

# ISB COVID-19 Protocols 2020-2021

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## Introduction

We ask that all families work with us to help us keep the ISB community safe and healthy, by following the procedures outlined below.

We are grateful for the support we have already received from families to help prevent the spread of the virus.

The procedures in this document are those most relevant for family action and do not represent the full in-school health and safety procedures in place.

In case the government orders schools to close, or a case of COVID-19 is discovered in the ISB community, Distance Learning will be enacted immediately, for the relevant grade. **Depending on government announcements, you will be contacted by section Vice Principals regarding an**



up-to-date version of the Distance Learning Guidelines for ISB's Elementary, Middle, and High School sections <https://isb.hu/download.php>

## At home, before coming to school

Please, be vigilant in monitoring the health of all family members.

### Covid-19 Symptoms

All common symptoms below require a minimum 48 hours at home and must be reported immediately to the school office ([office@isb.hu](mailto:office@isb.hu)) and the child's Homeroom teacher(s).

Symptoms requiring mandatory 48 hours at home:

- Fever
- Dry cough
- Unexplained and abnormal tiredness
- Loss of taste or smell
- Diarrhoea
- Vomiting

We do ask that students stay home if a member of their household displays these symptoms as well. Students may return to school if the symptoms resolve entirely.

We would also urge caution regarding the following less common symptoms of Covid-19, which require close observation:

- Aches and pains
- Sore throat
- Conjunctivitis
- Headache
- A rash on skin, or discolouration of fingers or toes

**If a household member or personal contact tests positive for COVID-19, the school must be informed immediately via telephone and email: [gabriella.schimert@isb.hu](mailto:gabriella.schimert@isb.hu), [office@isb.hu](mailto:office@isb.hu), [john.hart@isb.hu](mailto:john.hart@isb.hu) 00 36 1 395 6543, copying the relevant section Vice Principal.**

### Health Check: over 37.8°C Stay home

**It is important that only healthy students come to school.** All students should have temperatures checked **daily** at home before leaving for school.

If their temperature is over 37.8°C on the forehead, they must stay at home and the class teacher and the office ([office@isb.hu](mailto:office@isb.hu)) must be informed.

### Family travel and contact with people arriving from outside Hungary

For the foreseeable future, there will be countries around the world where the infection rates remain high. A list of such countries will follow the Hungarian Gazette No. 38 of 2020, or subsequent updates.

We ask that parents inform the school ([office@isb.hu](mailto:office@isb.hu)) of family members who have recently travelled.

In case of rapidly changing circumstances or in if in doubt, contact school: [office@isb.hu](mailto:office@isb.hu)

Children who have travelled, or been in contact with someone who has, will be required to stay off school for 10 days as a precaution, or until the person concerned passes the set of government approved Covid-19 tests exempting them from home quarantine. The school should always be informed if this is the case.

## In school: Students

There are three main health precautions that guide our protocols in school:

- Maintain social distance where possible.
- Wear a mask for grades 1 and above
- Clean your hands frequently.

We are also guided by medical advice provided by the Hungarian Government's protocols and our school doctor.

## Masks, face shields

- Students in Prep are not required to wear masks in the classroom unless requested to by their teacher(s) but are asked to wear a mask in the hallways. As such, please ensure that your child has a clean (re-useable) mask and/or face shield each day.
- As we are not able to maintain the 1.5m social distancing required to keep our teachers safe inside of classrooms, students in Grades 1 through IB are required to wear masks and/or or face shields during lessons and when moving between lessons.
  - ✚ We ask that all parents and students help us support our teachers to feel safe in returning to work! **Any student wishing to wear a mask or staff member wishing those around them to wear a mask at any time will be supported in their wish.**
- Students are not required to wear masks outside, while having snack or in the Cafeteria. However, students must remain seated if they do not have their mask on- while they are eating- and ensure that it is back on before moving around. Staff must wear masks in the Cafeteria.

## Visiting the Office Assistant

Students visiting the Office Assistant will have their temperature checked. Parents will be contacted and asked to collect their child immediately if they have a temperature over 37.8°C. Parents will be contacted and asked to collect their child if the child exhibits any of the following symptoms:

- Fever
- Dry cough
- Unexplained and abnormal lethargy
- Loss of taste or smell
- Diarrhoea
- Vomiting

## In school: Parents

The procedures here are designed to keep the number of extra adults in school to a minimum. We value parent involvement greatly, but we need to reduce face-to-face community involvement to ensure safety. We will extend access when circumstances permit.

## Masks

**All parents are required to wear a mask while in school, indoors and outdoors.**

## Bringing your children to school and collecting them

We appeal to your discretion and common sense to ensure a free-flowing traffic. The following conventions apply.

- Please limit parent accompaniment in school to one parent per family.
- Parents, please stay outside the buildings and leave as soon as you can. Staff will be on hand at the entrance to the Main building to supervise younger children entering, changing shoes, and proceeding upstairs.

Who	Arrival	Departure
Preparatory and new Elementary families	If weather permits, Preparatory classes will	gather in the playground in the mornings.
Grade 1 - 4	Please drop your child off at the entrance to the Main building by 8:10. Please <b>do not enter the building without an appointment</b> unless it is absolutely necessary.	Collection from the playground from 14:45. In the event of inclement weather, one parent may enter the building at 14:45 and wait in the hall; a teacher will call the child down from the after school classroom. <b>In the event of early pick-up, we ask that parents call the office and arrange for the child to be brought to the entrance of the main building at the given time.</b>
Grade 5-8	Drop off to Pavilion 5. <b>Parents, please do not enter the building without an appointment</b> unless it is absolutely necessary.	Collection at 15:15 from Pavillion 5.
Grade 9-IB	Drop off to Pavilion 7 or location of first class. <b>Parents, please do not enter the building without an appointment</b> unless it is absolutely necessary.	Collection at 15:10 or 16:00 from Pavilion 7.

## Appointments

Your involvement in your children's education is important to us. We welcome meetings to discuss individual matters relating to any aspect of your children's life in school. We prefer to hold these meetings on-line, however, to save you time and for safety. You can book an appointment during a teacher's office hours via eKreta or direct email, and you can book an appointment with an academic administrator through the office at [office@isb.hu](mailto:office@isb.hu).

## Parents' Evenings and Parent Information Evenings

As at the end of term in the previous school year, we will hold our Parents Information Evening as well as Parent Teacher meetings online; further information will be sent out closer to those dates.

## In school: Visitors

- During school hours, limited numbers of people with official business in the school will be welcomed under strict protocols, including mask wearing.
- Prospective families will be encouraged to join Virtual Meetings in preference to face-to-face visits to school.

## Returning to school after a Covid-related illness

- In this matter Parents must follow the relevant regulations issued by the Hungarian Government in effect, at all times.
- Parents must notify the school of the expiration of the quarantine period and send the official document and/or recommendation from the paediatrician to the Homeroom Teacher via email, the day before the student returns to school.