

Covid 19 RETURN TO SCHOOL PROTOCOL – Kaleidoscope Bilingual School – May 2020

2 SCHOOL ORGANISATION

On the day when your children return to school, each Teacher and Teaching Assistant will remind their groups of the “gestes barrières”, the need for social distancing and hand hygiene, the new organisation of each classroom and the impossibility of moving freely in class. We will review this daily via children friendly activities in order to emphasise the importance of these health and safety routines.

2.1 Classrooms Organisation:

In order to accommodate your children full-time until July 4th, Kaleidoscope will install temporary spaces such as tents or Portacabins in the playground. Those spaces will be equipped with electricity, tables, chairs and white boards.

2.2 Catering service:

- There will be no canteen service. Children will have lunch at their desk in their classroom or in the temporary structure. They will have a meal provided by you (opting for a cold meal requiring no refrigeration or reheating, stored in a cool bag/insulated lunch bag) or a meal provided by the school’s caterer (A cold meal which will not require handling by an adult to limit contamination).
- The exchange of food, water and cutlery will be prohibited.
- Remember to provide your children with a water bottle for the day as well as disposable cutlery, towels or wipes and a tablecloth. That will make cleaning easier. The water bottle will be kept with your child's personal belongings throughout the day.

2.3 Playtime:

Each group will have three 15-minute breaks. This will be done under the supervision of an adult and will take place either in the playground or in the parking space. Only one group will be on a break at a time, therefore a maximum of 15 children. No contact play will be allowed. No balls or toys will be allowed. Staff will encourage children to play games that do not involve the use of objects or touching each other.

The adult in charge of recreation will do everything to ensure that “Gestes barrières” and physical distancing are best respected.

A member of staff will supervise the toilet area, ensuring that there are no more than 2 children in the space at the same time, and distributing disposable paper towels to the children to dry their hands. The paper will then be thrown into a pedal bin.

2.4 Arrival and departure from school:

Arrival at school

- Drive through protocol.
- Arrival times at school:
 1. Classes of Inventors and class of Engineers: arrival between 8h and 8h30.

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2. Pilots, Explorers, T-Rex, Stegosaurus, Diplodocus classes: arrival between 8:30 am and 9:00 am.
 3. Case of families with more than one child attending school at Kaleidoscope: arrival between 8:30 am and 9:00 am.
- The car park will be open.
 - You will enter the car park and stop your vehicle adjacent to Sandrine Bevan's office.
 - Please do not get out of your car as your child/ children temperature will be taken by a member of staff while your child/children remain in your vehicle. If your child/ children has/have no temperature, you will be asked to get out of the car to help your child/children if necessary, to remove the belt.
 - A member of staff will take care and supervise your child/ children and bring them to their classroom(s) after having taken him/her/them to the toilet (if necessary) to wash their hands and disinfect them.
 - As soon as your child/children in under supervision, please leave the car park.
- Departure from school:
- You will be assigned a time slot for your arrival at school to pick up your child/children. This time will range between 16.15 and 17.30 and will be communicated to you when we have the exact number of children who are returning back to school.
 - The school's car park will be closed every afternoon.
 - Therefore, you will have to park outside to collect your child/children.
 - Access to the car park will be through the small central door facing the buildings and through the vehicle access gate, which will only be partially open.
 - You will need to enter the car park and queue up standing on one of the 3 lines drawn on the ground, respecting the distances indicated.
 - You will be greeted by a member of staff who will contact another member of staff inside the building (via a walkie-talkie) to have your child/children brought to you to go home.
 - Once you have picked up your child/ children you will need leave the car park using the vehicle exit gate which will also be partially open.



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- Special cases PS and MS: Parents of children of PS and/or MS will be allowed to pick up their child/ children at midday, before lunch (around 12:30 pm) to take them home. Once the child has left school, he/ she will not be allowed to return to school that same afternoon. Parents will not have access to the car park as it will be used as a playground area during break time. A time slot will be communicated to you in case you want to come and pick up your child/ children up before lunch.

2.5 Playground – Car Park:

- In the playground :
 - access to the play structure will be prohibited and fenced off.
 - no contact play or ball games will be allowed.
 - staff will encourage children to play games that do not involve contact or the need for objects.

- The Car Park:
 - Will be closed from 9 a.m. and consequently no parking is permitted as it will be used as a playground area mainly for preschool children.

2.6 Before/After School services, Physical and Sports Education lessons, and extra-curricular activities:

- No daycare service (morning or evening) will be provided.

- The Physical and Sports Education lessons are suspended until further notice.

- No extra-curricular activity will be provided.

- We will start music and dance lessons from May 25th.