

I. Health and Safety Protocol

Safety, Health and Precautionary measures adopted by LIS for safe reopening on 1.9.2020	
Basic Precautionary Measures	
Physical Distancing	<ul style="list-style-type: none"> - A safe distance between students, staff, and adults will be maintained (according to the guidelines of the Ministry of Public Health). - Maintaining the appropriate occupancy rate to achieve physical distance in classrooms, school facilities and buses.
Protective Equipment and personal hygiene	<ul style="list-style-type: none"> - It is mandatory to wear face masks at all times in the school for the following groups: <ul style="list-style-type: none"> ✓ All Staff (administrative, faculty and workers) ✓ Visitors and parents ✓ Students can wear reusable cloth masks. Cloth masks should be washed daily. - Frequent washing of hands and using hand sanitizer. - The etiquette of sneezing and coughing will be followed
Early detection	<ul style="list-style-type: none"> - A thermal examination for every person entering the school (Staff, students and visitors) will be conducted using a contactless thermometer. - All staff members will be tested for Covid-19 as directed by the Ministry of Public Health.
Ehteraz Application	<ul style="list-style-type: none"> - Ehteraz application status for all staff and visitors will be checked - Entry into the school premises will only be allowed if the Ehteraz status is Green.
Groups at most risk i.e. Most vulnerable groups	<ul style="list-style-type: none"> - The school will provide special consideration to students who suffer with chronic diseases or special needs - Lessons will be delivered online to students with chronic diseases or special needs

Loyola International School

Qatar

Precautionary measures at the school for the academic year 2020/2021

Detailed Precautionary Measures

Implementation and follow-up in the school	<ul style="list-style-type: none"> - The School Health and Safety Committee will be entrusted with the tasks of implementation, follow-up, supervision and compliance of the directives and the consistent implementation of all the preventive measures in the school.
Measures before students return to school	<p>Loyola International Schools will ensure the following:</p> <ul style="list-style-type: none"> - Regular maintenance of the school - Identify suitable school entry and exit points - Sterilization and cleaning of all classrooms and school facilities - Providing tissues and soap in the washrooms - Providing foot-pedal operated trash bins in all school facilities - Provide sufficient number of contactless temperature-measuring devices - Ensure the permanent availability of the School Nurse nursing in the school - Allocate an isolation room according to the specifications of the Ministry of Public Health. - Preparing the school building to ensure physical distancing and infection prevention and control through the following: <ul style="list-style-type: none"> ✓ Affixing floor stickers for safe distancing ✓ Displaying instructions and awareness posters to remind everyone of the precautionary measures ✓ Arranging student seats in classrooms individually and not in groups, with a safe distance between seats ✓ Having a safe distance between seats used by staff. ✓ Equipping the sports hall to be a safe waiting place for students. - List the names of students with chronic diseases and ill-health cases. - List the names of Staff with chronic diseases, ill-health cases, and pregnant Staff. - Frequent disinfection of facilities such as seats, desks and chairs at the beginning and end of the day, and between classes if students are transferred to laboratories. - Schedule regular cleaning of the school environment daily, including washrooms with water and soap / detergents and disinfectants. - Assign a cleaner to clean and sterilize the washrooms after each use, in addition to making sure that water, soap and paper tissues are always available.

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Infection Prevention and Control	<ul style="list-style-type: none"> - Provide hand sanitizer in a clear and easy-to-reach manner for use by students and staff at the entrances and exits of the various departments and facilities in the school. - Ensure the safe use of hand sanitizer in a way that does not harm students (especially kindergarten and primary school students). - All Staff (administrative, teaching staff and workers), visitors and students are obligated to wear masks at all times in the school. - Students in the elementary stage should wear frequent-use cloth masks (to be washed daily). - Avoid shaking hands and greeting all students and staff with embracing. - Supervision will be done at all times to monitor that students adhere to the precautionary measures - Students and Staff are to stay home in the event of illness and provide appropriate medical reports upon return
Organizing the Entry	<p>The school will ensure the following:</p> <ul style="list-style-type: none"> - Determining the entrances to the school according to the categories (students with private cars, bus students, Staff). - Preparing a checkpoint at every entrance to the school. Proposed checkpoints: a special vehicle student checkpoint, a school bus student checkpoint, a staff and visitor checkpoint - Assigning of administrative staff member(s), trained by the school nurse, to be present at the entry checkpoints who shall: <ul style="list-style-type: none"> ✓ Measure the temperature of students, Staff and visitors and allow entry only to those whose temperature is less than 38 degrees Celsius. ✓ Be alert for the presence of any symptoms ✓ Ensure students, staff and visitors wear a mask ✓ Prior to entry, verify for staff and visitors that the health status of Ehteraz is green. - Planning the entry of students to the school building in an organized manner, preventing crowding and maintaining physical distancing at all times - Assigning administrative supervisors who will be present early to monitor the students' movement and commitment to precautionary measures

Loyola International School

Qatar

Organizing the Exit	<ul style="list-style-type: none"> - Students will disperse in an orderly manner (and not in groups) to prevent crowding, and to main Physical Distancing at all times - Students who use school buses will board the buses immediately after their last class and avoiding crowding at any place. Students will maintain a safe distance while they are on their way to their buses - Students using private transport shall wait in the designated safe waiting area until their cars arrive. They will maintain safe physical distancing. - Parents, drivers, or household workers will not be allowed to enter the school premises to receive students - The number of students on the bus does not exceed half of the scheduled load for it (50%) - Parents are advised to transport students in private cars as it is the best way to ensure the health and safety of their children.
School buses (Once the School reinstates transport service)	<ul style="list-style-type: none"> - School buses will be sanitized daily and school will ensure that drivers will adhere to all the precautionary measures - Safety measures to be followed by all students inside the bus: Wearing the mask upon entering the bus and for the duration of his presence, sterilizing hands when entering or leaving the bus, avoiding touching unnecessary surfaces, informing the supervisor immediately in case any symptoms similar to the Corona virus are felt - The bus supervisor will perform the following tasks: Measuring the temperature of the student before entering the bus, preventing the student from entering the bus in the event of high temperature and to inform the school, ensuring the wearing of masks during the trip, adjusting students and ensuring their distribution to the specified seats according to the approved form, notifying the school authorities in case of violation any of the students violate safety rules on the bus

Loyola International School

Qatar

Class Rooms	<ul style="list-style-type: none"> - All lessons will be conducted inside the classrooms - Students' desks will be arranged individually and not in groups, leaving a safe distance, according to the instructions of the Ministry of Public Health - Group activities and movement within the classroom will be avoided - Every student will be assigned a fixed place in the classroom and directed to use his own learning material and stationery - Students, teachers and supervisors will remain within the same groups every day - Classroom equipment and teaching aids that cannot be cleaned and sterilized will not be used - Sharing of classroom equipment and teaching aids between different groups of students will not be allowed unless they are sterilized before transferring them from one group to another
Sports Field, Outdoor spaces and Indoor Halls	<ul style="list-style-type: none"> - Outdoor activities and cocurricular group activities will not be conducted until further notice.
Recess and Breaks	<ul style="list-style-type: none"> - The school timetable will be designed to provide for staggered break/recess timing. This will prevent crowding in the washrooms and better monitoring of safety norms - Students of one class will not be allowed to mix with students of other classes during breaks - Teachers and supervisors will be assigned duties during breaks to ensure that physical distancing measures are adhered to
Safe waiting area	<ul style="list-style-type: none"> - The indoor hall of the school will be designated as a safe waiting area for students by providing seats or floor stickers at safe distances and providing safe spaces for passage between the rows of seats
The Reception area	<ul style="list-style-type: none"> - Gathering of any kind will be disallowed in the reception area at any time. - The seating area will be arranged and marked with stickers to ensure safe distancing

Loyola International School

Qatar

Visitors and parents	<ul style="list-style-type: none"> - Unless absolutely necessary, visitors will not be allowed to enter the school premises - Parents will be requested to communicate with the school through the specified communication channels and to avoid visiting school except for emergencies - Parents will be advised to meet school personnel by taking prior appointments - All precautionary measures will be applied for visiting parents
Awareness and Information	<ul style="list-style-type: none"> - The school will raise awareness among the school community, parents and students, of the precautionary measures in the school, by publishing them through the school's official communication channels - The school will conduct awareness workshops through the virtual programs to educate parents and students. The school aims at educating everyone about the measures to prevent Covid-19, such as cleaning hands regularly, using a mask and personal measures to be taken in the event of symptoms. - The school will encourage parents to report any confirmed or suspected cases that occur in the family
Measures to deal with suspected cases of infection	<ul style="list-style-type: none"> - In the event that a student or employee shows symptoms of the disease, or, is suspected to have been infected, the following steps will be taken by the school nurse: <ol style="list-style-type: none"> a. Isolate the student / employee from the classroom into the designated Isolation Room in the school. b. Call the hotline of the Ministry of Public Health and follow the instructions. <p>The affected student / employee will not be allowed to return to school without the medical report.</p>
Conditions when a person will not be allowed to enter school	<ul style="list-style-type: none"> - The body temperature is over 38 degrees Celsius - Presence of symptoms of Covid-19 - Failure to show the Ehteraz application status (for adults) - Health status on Ehteraz application is other than Green - If the person was in contact with a confirmed or suspected Covid-19 case in the last 14 days
Isolation Room	<ul style="list-style-type: none"> - The school has a designated Isolation Room on the ground floor - The Isolation room is near the exit of the building - It adheres to all the precautionary norms and safe distancing criteria

Loyola International School Qatar

II. Process to apply for an Approved Medical Certificate

This certificate is required to seek **exemption from attending school for:**

- Students who are suffering from chronic disease(s)
- Students who have a first degree relative with a chronic disease living in the same house

Students who fit the above criteria must apply for an approved medical certificate and submit this to their school along with their national address certificate.

How to apply for a medical exemption certificate:

1. Via the MyHealth Patient Portal

- The easiest way to receive your certificate is to download it from the [MyHealth Patient Portal](#)
- All patients with a chronic condition who have been cared for at HMC or PHCC will automatically have a certificate available for them in the Portal
- Patients with chronic conditions who have not yet registered for the Patient Portal should do so immediately in order to access their certificate. Registration and activation will take approximately 24 hours

2. Via an online request form

- All patients with a chronic condition who have a Qatar Health Card and have been cared for at HMC or PHCC can request a certificate via an [online form](#).
- Certificates will be processed and emailed to patients within 7 days of the request.

3. Via PHCC website

- Patient can complete a request form available on the [PHCC webpage for all registered patients with a valid health card](#)

4. At a primary Health Care Health Center

- Patients with chronic conditions and Qatar Health Card, but who have not previously been cared for at an HMC or PHCC facility (and therefore do not have their condition documented in their patient record), will need to make an appointment at their primary health center in order to record their chronic condition.
- Patients can make an appointment and request at the health center for this certificate.

5. At a semi-government or private health center

- Patients with chronic conditions who do not have a Qatar Health Card can contact any semi-private or private health center in Qatar to request certificate. A fee will be applied at private centers

For more information related to school medical exemption certificates, call the HMC customer service team, Nesma'ak, on 16060 or PHCC's customer service team, Hayyak, on 107.

Source: <https://covid19.moph.gov.qa/EN/Pages/Back-to-School.aspx>

