

GENERAL GUIDELINES FOR STUDENTS

- Attend School in a proper summer School uniform.
- Report to School on time.
- Reporting time is sharp 07:30am & dispersal time: 12:50pm.
- To undergo thermal screening either in bus or School gate.
- All to carry personal lunch box, water bottle, hand sanitizer, hand gloves, shield, cap and tissue papers for coughing & sneezing etc.
- To avoid unnecessary touching railing/knobs.
- To avoid moving around with no masks/loose mask/mask below nose/using handkerchief in place of mask/pulling down mask while talking to someone directly.
- To dispose tissues and other used materials in enclosed dustbin with pedals.
- To be under supervision of two teachers and housekeeping staff throughout the day.
- To practice restricted movement in the school, and movement to the laboratories, library, dance room, music room only if directed.
- Come prepared for all teaching periods as no co-curricular under present circumstances.

DOs FOR TRANSPORT STUDENTS

- To wear mask, hand gloves, cap & shield all the times.
- To ensure that proper social distancing is maintained by students inside the school bus.
- To use hand sanitizer after entering the school bus and before exiting the school bus.
- To carry personal hand sanitizer bottle, tissue papers for coughing, sneezing etc.

DOs FOR SELF/SUPERVISION STUDENTS

- If using private transport, ensure that all safety procedures are being followed by the auto rickshaw driver.
- Self supervision students to report & disperse from School with their parents.

DON'Ts FOR STUDENTS

- Take off your mask at any point of time.
- Sit too close to other students in the class & bus.
- Share your water bottle, lunch box, books, notebooks, stationary or any other item with your classmates.
- Use cloth, handkerchief for coughing, sneezing etc.
- Come to School if unwell.

DON'Ts FOR CLASSROOM

- Change allotted place.
- Unnecessary movement in the class.
- Handshakes/hugs while greeting each other.
- Spitting or crowding in school premises.

DOs FOR PARENTS

- Ensure that your ward wears a mask and carries hand sanitizer bottle in his/her bag.
- Pack some tissue papers in your ward's bags to be used for coughing, sneezing etc
- Keep a distance of at least 6 ft from the school bus at the bus stop.
- Counsel wards to take all safety precautions.

DON'Ts FOR PARENTS

- Send your ward to school if he/she seems unwell.
- Interact with the route in-charge/driver/ conductor at the bus stop.

SOP Before Arrival (Standard Operating Procedure)

Fumigation

Sanitization

Cleaning / Sweeping

Mode of Commuting of Students & Teachers

Transport

Self

Check at Stop

Check at gate

School Campus

Thermo Sanitizer Wearables

Thermo Sanitizer Wearables

Class Room Do's & Don'ts

Bus Board

Lunch Break Do's & Don'ts

Wash Room Do's & Don'ts

In Between period Do's & Don'ts

Social Distancing

Ventilation

No ACs

Disposal of used material

Bin at Gate

Dispersal

Bin in Class Room

SOP after Dispersal (Standard Operating Procedure)

Fumigation

Sanitization

Cleaning/ Empty bins

