

COVID Protocol



SCHOOL YEAR **2022-2023**

Amstelland International School

Authored by: Jacqueline Da Silva, Director

Onderwijsgroep **Amstelland**
Stichting voor RK en PC basisonderwijs

COVID Protocol

Amstelland International School

Vision Statement

International education which inspires creative thinking, provoking children to become curious and take ownership of their learning.

Mission Statement

Amstelland International School is dedicated to establishing a learning community which empowers student voice, invests in nurturing relationships, fosters compassion for humanity and inspires a shared responsibility of our planet.

School values

- **Curiosity**
- **Community**
- **Agency**
- **Relationships**
- **Responsibility**

As a professional **community** we understand that each member of our team is valuable and has a **responsibility** to take ownership of their role in achieving our schools mission.

Each individual understand the responsibility they have in caring for our school resources.

Collectively we contribute our knowledge and talents to developing a learning environment that **inspires** all children to become **curious** about their own learning, motivating children to make a real difference in the world.

Our aim is to create a safe, nurturing and stimulating learning environment which meets the individual needs and interests of all our students. We aim to develop and maintain quality **relationships** with our colleagues, collaborators, stakeholders and parent **community** working as partners to support our students education.

“It takes a village to raise a child”, Reggio Emilia.

“How wonderful it is that nobody need wait a single minute to start improving the world.” Anne Frank.

How does COVID impact our school?

The COVID pandemic has effected the stability of our world, more than two years of uncertainty has taken its toll on our community. AIS is dedicated to providing the best form of teaching and learning available to our community irrespective of the current conditions. Our educational team have proven that with creative solutions and ongoing innovation teaching practices we are able to provide high quality on-line learning experiences for our students.

The ministry of education in The Netherlands informs all school boards of the current COVID regulations which frequently fluctuate and take immediate effect. At AIS we believe in quality preparation, therefore our teaching team receive a needed full school day to prepare their online learning platforms. When in an extended lockdown (2-3 weeks or more), our teaching team provide learners with independent school work every Friday, this allows the team creative space and time to accurately prepare for the week ahead. Friday's also act as the compassionate self-care, student support reviews and team meeting days. Our team meetings are fundamental to the successful execution of quality online learning at AIS.

New COVID regulations **Please be aware that the government have announced the below regulations to be lift as of 31 March 2022*

Wash your hands often

The virus can spread less effectively if you follow a number of hygiene rules:

- Wash your hands thoroughly and regularly with soap and water. Always do this when you get home or visit someone.
- Cough and sneeze into your elbow.
- Don't shake hands. Instead, give people a nod, or bump fists or elbows.
- Touch your face as little as possible.
- Use paper tissues to blow your nose and discard them after use. Then wash your hands.
- In crowded places you can wear a face mask to protect yourself and others.

If you have COVID-19 symptoms, stay at home and do a test

If you have symptoms, avoid infecting other people.

- Stay home and do a self-test or make an appointment to get tested by the municipal health service (GGD).
- Even if your symptoms are only mild, like a runny nose, sore throat or cough.
- Stay at home while you are waiting for your test result.
- If you test positive for coronavirus: stay at home and avoid contact with other people, even if they've been vaccinated. Self-isolate at home.
- If your self-test result is positive: get tested by the GGD as soon as possible to confirm the result.
- If someone you live with has coronavirus, you do not need to self-quarantine if you received your booster vaccination at least 1 week ago, if you had coronavirus less than 8 weeks ago or if your employer has deemed your presence at work essential, in accordance with agreements made between staff and employers. But only if you do not have any symptoms.
- If you want to know if you need to self-quarantine, do the Quarantine Check on [quarantaincheck.rijksoverheid.nl](https://www.quarantaincheck.rijksoverheid.nl).

Ensure a good flow of fresh air

A good flow of fresh air is important. It helps to limit the spread of the virus. Ensure that rooms are ventilated regularly at home, in shops, in bars and restaurants, at school and at work.

- Always make sure there is a window or air vent open. Or make sure your ventilation system is working.
- Air your home several times a day by opening windows and doors wide. Do the same before and after you receive visitors.
- [Check how good the ventilation is in your home](#) (Milieucentraal.nl - in Dutch only).
- In shops, restaurants and bars, at school, at work and other places where there are a lot of people, keep windows open. Or make sure that the ventilation system is set so that enough outdoor air flows into the building.

The below regulations are relevant during this particular phase of the COVID pandemic.

The regulations have been decided upon by the Dutch government with the mindset of protecting our school community and ensuring a safe learning environment for all. The below-revised regulations can be found on our website under the heading “Blog & News”.

General principles:

1. The school provides as much education on campus as possible to all students.
2. The school is open unless...
The advice of the GGD about infections at school and limiting the risk of spreading gives rise, or The school has no other option organizationally than to close, because too many staff members are sick or have to quarantine, and no replacement is available.
3. If the school is closed for organizational reasons, the school offers Special care facilities for the children in vulnerable circumstances.
4. When education is not possible on campus, schools switch to distance education as much as possible or offer tailor-made solutions.

Schools have already been urged to comply with the basic rules and to limit activities at school to the primary process of teaching. The following ***additional measures*** have been introduced:

- If a person is tested positive (and is infected with the coronavirus), all roommates should stay home, including vaccinated individuals. This means that everyone, children/adults, go into ***quarantine for 10 days*** and get tested on day 5 at the GGD for the lifting of the quarantine.
- Parents/guardians do not come into the school unless there is no other option.
- There is a mask obligation when moving in and around the school for everyone. For children from group 6 onwards, this is also urgently advised.
- All teaching staff and all pupils from group 6 onwards are advised to test preventively twice a week. There are no longer any exceptions for persons who are considered immune.
- Children of primary school age with ***mild complaints now also stay at home.***
- All schools are strongly advised to apply cohorting at the level of groups/classes, with staggered breaks.
- Urgent advice to set up one-way walking routes in and around the building.
- Students are dropped off & picked up by one parents/guardian.

Schools are free to take protective measures in consultation with the participation council, for example by limiting activities at school to the primary process of teaching, cancelling activities that are not directly related to teaching or organizing them in an alternative way and restrict the presence of parents in the school.

Scenario 1: On campus learning:

1. Teaching staff work from home, unless they have to teach or be at school in the interest of the pupils.
2. Lessons will continue on campus until informed otherwise.
3. Team days and study days do not take place physically, but online.
4. Parents and/or guardians do not come to the school, unless there is no other option.
5. All adults keep a distance of 1.5 meters from each other.
6. Celebrations such as Sinterklaas and Winter festivals take place without external parties.
7. Both educational staff and students stay at home with flu symptoms, **until a negative test result is received.** Excluded are children who fall under the “snottebellen” – runny noses policy for group 0, 1 & 2. This means that children in Group 0, 1 & 2 with a runny nose may attend school, unless they get complaints such as shortness of breath, cough and fever.
8. If a roommate, family member or other close contact is infected with the coronavirus, all roommates go into quarantine.
9. For staff in primary education and staff and pupils in secondary education, the urgent advice is to use a preventive self-test twice a week.
10. School boards and schools may implement additional measures in consultation with the participation council, such as indicating walking routes in the school or maintaining staggered breaks.

*Regarding point 1; Principals themselves make the decision about the importance of their presence at school or to work from home.

The quarantine policy from the GGD will be adjusted accordingly. For more information please read the Ministry of Education [website](#).

Scenario 2: Online learning

- Online learning lessons begin at 9am
- Online learning lessons end at 14:30
- Every day begins with a collective morning greeting
- Every afternoon ends with a social, fun or relaxing game
- Gym, Dutch & ELA lessons are live on-line with the children and max 45 min
- Friday lessons are independent learning activities
- Communication to parents needs to be clear, short and brief
- Friday morning 9am are team meetings
- Friday morning 10am student support meetings
- Friday's are preparation days for the teaching team
- Small group session online lessons are preferred vs whole class settings beyond social moments

- *Assessment & reporting writing weeks are shifted up along the whole school calendar, on a weekly basis, in correspondence with the amount of weeks AIS is in lockdown and online learning platforms are the active teaching format
- ***Friday from 11:30-13:00 Ludios*** will be present on the school campus for an active social outdoor play opportunity. Parents are free to participate, this is not a babysitting service and parents remain the caregivers during these outdoor play session. Parents are kindly asked to register with Ludios before *Thursday afternoon* should you be attending the outdoor play sessions. Please contact Mathe our [Ludios](#) coordinator; mathevangerner@hotmail.com

Scenario 3: Children receive independent homework, no online lessons.

In the case of an unfortunate situation where a child is in quarantine and the classroom teacher is expected to teach on campus, it is not possible to provide online learning. The parents will receive a link to the independent homework platform and the children are expected to work independently.

There could also be a situation where the classroom teacher is ill and due to a large number of illness AIS is not able to cover the teacher. In this case no online learning is available and parents will receive a link to the independent homework platform.











School laptops & home school world packages

Online learning is not ideal for the students, teachers or parents. AIS is aware that parents are faced with the impossible task of maintaining their home, professional responsibilities and facilitating their children educational needs. All teaching staff are committed to creating an online learning platform that requires the least amount of time and attention from parents. Parents are motivators, required to ensure their children are dressed appropriately, fed and ready to learn by 9am. The teaching team will see to the independent expectations of their learning activities.











Parents are invited to collect the necessary learning materials (school I support package) from school in the afternoon of the teachers preparation day. 16:00-17:00 parents are invited to school to collect the relevant school support learning materials. AIS does not have enough laptops for all the children to use. Please only request a laptop if you absolutely require one. Group 0-2 lessons are also accessible on an iPad or tablet. Should you require a laptop from school and school property contract will need to be signed. ***Please see an example of this contract on the last two pages 7 & 8.***

Below you will find a template of the daily schedule framework our lower & upper primary teachers use. Teacher have the creative freedom in how they design their lessons and learning activities. All learning on campus and online is required to be inline with our school philosophy and IPC curriculum outcomes. Online learning will occasionally require our teaching team to design a slightly more directive structure and can result in a higher frequency of self-made worksheet which support the lessons and capture the children's thinking. ***Parents are encouraged to motivate their children*** to maintain a positive attitude towards learning and are kindly asked ***not to complete the learning activities for the children.***

Example: Group 0, 1 & 2 Daily schedule framework

Time	Activity
8:00-9:00 	Morning Wake Up Routine (wake up, dress, wash face, Healthy breakfast, etc.)
9:00  9:15	Group A Group B
9:30 NUMERACY  9:45	Group A Activity Details ... Group B Activity Details ...
10:15-10:45 	Brain Break & Healthy Snack (Links of YouTube sports activities)
10:45 	Group A Activity Details ... Group B Activity Details ...
11:00 Phonics	
11:00-11:30 	Brain Break (Links of YouTube sports activities)
11:30-12:15  Dutch	Activity Details ...
12:15-1:00 	Break and Lunch Time (Links of YouTube sports activities)
1:00-1:15  1:30-1:45	We meet to feedback on (Focus IPC Activity) Group A (Group B)
2:00- 2:30	Fun social games
2:45-4:00 	Outside Exercise/Nature Walk: Walk Around the community with the family. Get some fresh air. Explore the nature around you. Have a play date with some friends from the class. Writing- At the end of the day I would love for you to write a full page with details of what you did during the day. ENJOY THE REST OF YOUR DAY WITH YOUR FAMILY AND FRIENDS

Example: Group 3 - 7 Daily schedule framework

Time	Activity
8:00-9:00 	Morning Wake Up Routine (wake up, dress, wash face, Healthy breakfast, etc.)
9:00 	We all meet online for our Morning Meeting. (Link)
9:30-10:15 NUMERACY 	Activity Details ...
10:15-10:45 	Brain Break & Healthy Snack (Links of YouTube sports activities)
10:45-11:15  Phonics	Activity Details ...
11:15-11:30 	Brain Break (Links of YouTube sports activities)
11:30-12:15 Dutch 	Activity Details ...
12:15-1:00 	Break and Lunch Time (Links of YouTube sports activities)
1:00-1:30 1:30-2:00 	We meet to feedback on (Focus IPC Activity) Group A (Group B)
2:00- 2:30	Fun social games
2:45-4:00 	Outside Exercise/Nature Walk: Walk Around the community with the family. Get some fresh air. Explore the nature around you. Have a play date with some friends from the class. Writing- At the end of the day I would love for you to write a full page with details of what you did during the day. ENJOY THE REST OF YOUR DAY WITH YOUR FAMILY AND FRIENDS

Student well-being and safeguarding

The “noodopvang” special care facilities will be provided for children of parents ***who both*** work in a crucial profession. To identify if you qualify for special care facilities please see the link below:
https://www.debilt.nl/fileadmin/bestanden/Corona/Lijst_met_cruciale_beroeven.pdf

In addition, we offer care to vulnerable pupils, Your school will identify who these children are and extend an invitation to you offering you the choice of making use of the special facilities provided in your district/school. For these pupils, the school will take the initiative and contact the parents/guardians.

Because we are struggling with a lot of illness and a large number of teacher shortage, we urge you to only use the emergency shelter if this is absolutely necessary. The emergency shelter will be provided by gym teachers, teacher support staff, interns, etc. At the special care facilities, no additional education will be given. The teachers of each individual school will provide online lessons, which the children of the can follow.

Parents please be informed that school participation is still required, late and absences will still be registered according to school policy. If your child is sick and cannot attend the online learning platform, please email your classroom teacher to excuse your child for that day only.

After school hours we encourage you to arrange playdates outdoors in the park and avoid playdates in doors.

School property contract

What do we value at AIS?

Amstelland International School recognizes the value of computers, personal electronic devices and other electronic resources, to improve student learning and enhance the administration and operation of its school community.

Staff are reminded that the AIS e-mail system, email accounts, computer accounts and all other user accounts are owned by the AIS. All electronic mail activity utilizing the AIS server is monitored and logged. To provide for access to computer data when an employee is absent, account login and passwords shall be provided to a Director or supervisor when requested. Computer use is provided for educational purposes and school activities and use of computers for personal use shall be minimal.

Acceptable Use and General Rules of Usage

Use of AIS computers and other electronic resources or use of the wireless capability features of any personal electronic device is intended to be used in support of, and be consistent with, the educational standards. Users will be provided access to the Internet in accordance with the AIS Internet filtering and blocking measures.

Acceptable Use

1. Network accounts are to be used only by the authorized user of the account for authorized purposes.

2. For AIS employees provided with email, the email is considered a regular avenue of communication and should be checked by employees frequently.
3. Communications and information accessible via the network are subject to monitoring and/or review at any time and should not be assumed to be private.

Unacceptable Use

- Use of the AIS's systems, network or technology resources for any unlawful purpose is prohibited.
- Excessive use of the AIS systems or technology resources for personal business is prohibited.
- Use of the network or personal electronic devices to intentionally access or process pornographic or adult sites with explicit sexual content or other inappropriate or derogatory material, is prohibited.
- Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network.
- Contact with students and families. All electronic communication with students and families shall be only for the furthering of the student's academic career, and should be done through the AIS's email system.
- Contact with students through social networking sites like Facebook etc should be avoided, and limited to educational communication. Extended communication with students or families should be done via AIS email or telephone.
- Users shall not disclose student information for any purpose other than a legitimate educational purpose, or as otherwise permitted by law.
- Users shall not download confidential student or employee information onto laptops, desktops or other portable storage devices without authorization. Authorized loading of confidential information onto laptops or other portable storage devices should only be done utilizing secure encryption.
- In any case of damage to the provided device, the user is responsible for the replacement of the device. School digital devices insurance only covers in case of an incident involving a student.

Name:	Date:
Place:	Time:
In agreement with the above school protocol, please sign here:	Item(s):

Everything we do is with the aim to improve the quality of student learning.