

ARIS Reopening Plan for Semester Two (2020-2021)

ARIS will resume face to face learning (School Based Learning) on the Spintex campus/ East Legon campus in semester two of the academic year 2020-2021 but the safety of all continues to be our highest priority. The reopening of our campuses will be guided by our De-escalation Matrix and the local government directives.

Our new Primary Campus at East Legon will be ready for our relocation by the end of February 2021; more information will be relayed in due course.

This document provides the community with an overview of a new set of norms to be followed. Each section detailed here involves more in-depth protocols that will be regularly reviewed in accordance with the local health and safety developments and directives from the government, to ensure the health and safety of all members of the ARIS community.

We are excited to welcome back all our students this semester two (on-campus and virtually), as we remain committed to #inspire, #empower and #transform for a better world.

As per the government's directives and guidelines, we look forward to implementing the *Scenario 1-Face to Face/Blended Learning*.

Scenarios	Scenario 1 Face to Face Learning	Scenario 2 Hybrid/Blended Learning	Scenario 3 Virtual Learning
Government Guidelines	Schools to reopen fully	Schools to reopen gradually	Schools NOT to reopen
Safety Level- Matrix	Level 1	Level 2	Level 3-4
Safety Implications	<p>Risk Level is LOW. External indicators support opening campus to full capacity and usage, along with such protocols as:</p> <ul style="list-style-type: none"> Physical distancing as possible with smaller class groups Personal hygiene (handwashing, masks, etc). Cleaning protocols that frequent/robust as all spaces would be in full, active use throughout the day. 	<p>Risk Level is MEDIUM. External indicators do not support opening campus at full density and usage. Stronger protocols are needed, such as: Density reduction targets of 40% - 60% of students on campus.</p> <p>Only the use of spaces and resources that support distancing and enhanced hygiene protocols:</p> <ul style="list-style-type: none"> Reduced movement and contact while at school Personal hygiene protocols (hand washing, masks, etc) are strictly enforced. Robust cleaning protocols 	<p>Risk Level is HIGH. External indicators determine that closing our campus is the best course of action. Indicators might include rapidly rising infection rates, a high degree of medical uncertainty or infections within our own school community.</p>

Learning	<p>This is a traditional school experience with students attending school in person with blended learning 2, 3, and 5 days a week. Preventative hygiene policies are implemented in combination with physical distancing guidelines. The risk of exposure to the virus is considered low enough that normal schedules and structures, such as density reduction in classrooms and in other shared facilities, as appropriate.</p>	<p>This model combines face to face learning with coordinated online experiences. This model introduces physical distancing and density reduction as key strategies to reduce exposure within our community, while also providing face to face interaction between students and teachers. (All lesson will remain online, with Teachers providing face to face support as and when necessary to minimise contact)</p> <p>In this model, our priority would be to focus on specific groups of students joining through a gradual process beginning with Years 6-4 (Week One) Years 3-1(Week Two) Early Years (Week Three) Students of staff and PLD will attend from Week One.</p>	<p>Our campus is closed and schooling occurs through our Virtual Learning Platform. Students attend school virtually through synchronous and asynchronous lessons, activities and projects. In this model, local safety conditions dictate that ARIS's campuses must be closed for students.</p>
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Scenario 1: Face to Face /Blended Learning Model

This model combines face to face on-site learning with coordinated blended learning experiences. This model recognizes that virtual learning does not provide the social interaction most students desire. This model introduces physical distancing and density reduction as key strategies to further reduce exposure within our community while at the same time providing face to face interaction between students and teachers about half the time.

Hybrid/ Blended Model Schedule

In this schedule we will expect students to be on campus during the week. This model is flexible and can adjust to the specific health and safety situation and our enrollment numbers.

Please note that if we have exceeded the maximum capacity for each class bubble, then we will reset our schedule with different groups attending face to face learning and distance learning at designated days and/or times (AM/PM)

In Early years, Primary Years and Middle Years students: they will be assigned to a cohort with whom they will spend the day for all classes. Class size will be defined by the space available. Teachers will travel to the different classrooms to deliver specialist subjects or electives. The only exception will be PE which will be held outside, weather permitting. As ARIS offers more than 5 languages, the language programme will be delivered on our online



platform to minimize student mixing and teachers will go around checking on students in different classes. Early years will spend a significant amount of the day outdoors, learning through play.

High School students (CP/DP/MYP4&5): they will have schedules that minimise contacts with others but will allow students to attend the selected courses on their path towards graduation. The schedule is designed to support student learning and will mainly be focused on the use of our online learning platform.

Dual Delivery: For students enrolled in ARIS and not able to attend classes on site, a dual delivery system is being designed to support synchronous and asynchronous virtual learning. We recognise that some students may not be able to come to school due to one or more of the following:

- Being not in Ghana
- Having been identified as a High Risk Student or Family
- Needing to self-isolate for an extended time
- Being sick

Whatever the reason, we will deliver our programme both face to face and virtually using mainly our online platforms.

Health and Safety on Campus

The health and safety of the ARIS community remains our number one priority. The protocols and guidelines we have developed are based on the local guidelines already shared with schools and the growing literature on COVID-19 mainly from the Center for Disease Control-CDC and the World Health Organisation-WHO.

As we plan for reopening the campus for our staff, students and the rest of our community, four critical areas are core to our policies and protocols:

1. Physical distancing and reducing density
2. Preventive hygiene and health screening at the gate
3. Cleaning and *sanitizing
4. Communication, training and coordination

* ARIS has purchased a sanitization unit for complete disinfection of campuses.



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ARIS will ensure that the following strategies are in place while students will have on campus, staggered start dates from January 18th 2021.



Temperature check



Increased cleaning



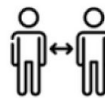
Frequent hand washing



No visitors on campus



Hand sanitizer



Physical distancing



Face masks



No gatherings

Increased cleaning and disinfection of classrooms, other learning spaces, and offices will take place regularly, with particular attention given to higher risk areas such as door handles, desk surfaces, light switches and other “touchpoints”. Teachers and upper primary students will also be requested to regularly clean their tablets and personal resources.

Before sending their children to Campus, parents **MUST**:

- Complete a temperature and symptoms check everyday before children leave home
- Ensure that children with symptoms or illness are not allowed to leave home
- Ensure that students who have been in contact with a COVID-19 case (or someone in their household has) they must communicate this to the Head of School immediately and stay home for 14 days
- Travelers must self-isolate for 5 days after a negative Covid test is given at the airport
- Stay informed about the local situation, ARIS protocols and the risks involved with school attendance.

Access to the ARIS Campus:

- While on campus, **everyone** is required to wear a mask based on the local authority. Nobody can access the campus without a mask. *According to the WHO children aged 5 years and under should not be required to wear masks, and we will support kids with this.*



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- Students will be allowed on campus from (Primary 7:30 to 8:15 am) (Secondary 7:20 - 8:25 am), as lessons will begin promptly. We will follow a staggered schedule for entry and exit into campus. A full plan will be shared with drop off/pick up times and flow for all families.
- On arrival staff and students temperature will be screened. If temperature is 37.5 degrees Celsius or above, staff will not be allowed into campus while students will be isolated in a specialised room by the nurse until pick-up by parents
- Everyone entering the campus will be asked if they are experiencing any COVID-related symptoms or if they have been in contact with or cared for someone diagnosed with COVID-19 within the last 14 days
- Physical distancing and hand sanitization will be a regular requirement
- Additional hand washing and sanitizing stations will be made available around the campus
- Parents are only allowed into campus by appointment. Nannies and drivers are not allowed on campus
- Reception & Primary Children will be assisted into the campus by ARIS staff
- Playgroup and Nursery Families will be given campus access and earlier drop off/pick up times until their wards are settled
- There will be clearly defined protocols posted for movement around the campus and access to school facilities, bathrooms and corridors

Health and Safety of Students

The health and safety of the students and staff is our top priority.

Every student on campus will need to abide by the following:

- Home temperature check must read below 37.5
- Students must follow social distancing at all times of 1-2m
- Students must follow signage, health and hygiene procedures prescribed by the school
- Students will be checked for temperature again at the inner gate and given hand sanitizer
- All students must wear a face mask at all times while on campus, except for lunchtime and PE lessons
- Students must bring a personal size hand sanitizer, tablet/laptop, and headphones, books as timetabled, stationary, school supplies, water bottles (1 minimum), adequate snacks and carry them in their bags at all times, as there will be no sharing at all.
- Students must be in ARIS Official Uniform as timetabled.
- **No food will be sold in the canteen.** All students are required to bring their own lunch and snacks to sustain them for the day. However, we will offer 2 catering



services that you can **PRE-ORDER** food weekly for your ward. The **pre-paid** order forms will be sent out on the School Stream App on a weekly basis.

Reopening Schedule

Our first week of **January 11th to 15th will be virtual learning** for all students, except Year 11 & 13. We will use this week for **Taking Care of Business** (Security ID Card semester 2 stickers, uniform purchase, exercise books, pre-order lunch services)

We will implement a gradual reopening of our *face to face learning* in the old Spintex campus from **January 18th till February 2021**, by bringing in Playgroup, Nursery, Reception, Year 1 and Year 2 first on **January 18th**, followed by Year 3 and 4 on **January 20th** and Year 5 and 6 on **January 25th, 2021**.

In secondary we will run week 1 and week 2 schedules where students come 2-3 days per week and have A & B group cohorts. Group A consists of Year 7, 8, 11, & 13, Group B consists of Year 9, 10, 11, 12, & 13. This will enable both students and staff to adapt to the new norms of safety protocols and blended learning. **See start dates below.**

Please fill in the survey as it is very important that we have your information in order to have a successful plan in place to ensure the health and safety of all our community.

If a student experiences fever, cough, cold/flu or any other symptoms of COVID, **they must remain at home until the School Nurse provides consent for him/her to attend face to face classes.**

Students learning from Home

It is important to note that we will work with all parents, students, and staff who have specific needs or situations that might prevent them from following the scenario implemented by the school at different times. We are aware that some of our students will be mainly following a virtual mode of learning with us as they are out of Ghana or are considered as high risk*. We will depend on a **Dual Delivery** system and our online learning platforms will be the main platform used in all three models. This helps with consistency and assisting with movement between the different scenarios with ease.

Teachers will convey their office hours to work with our students who remain learning online. Please note a valid reason **MUST** be provided in writing to the Head of School for your wards absence in the *face to face learning*.

Students qualified as high risk who should mainly consider virtual learning as a more suitable form of learning are:

- Students suffering from any medical conditions like asthma, diabetes, auto-immune disease etc.
- Students who share living spaces with the elderly and/or vulnerable
- Students whose guardian's jobs require them to travel abroad often.
- Student being abroad
- Student being unwell
- Student needing to self-isolate for an extended period

Classroom Environment

Our goal when creating student cohorts is to develop well-functioning classes that minimize contact with others. In creating class groups (bubbles) we adhere to the following guidelines:

- Classroom cohorts of 10 to 15 students have been created by class
- Safety over friendship is the priority
- Twins or family members are kept in the same cohort (bubble)
- The virus spreads most easily in enclosed environments. Therefore, staff members will be asked to keep windows open to allow movement of air during the day. Additional fans may be added.
- Our classroom set up has been completely revised and many additional rooms and outdoor spaces have been turned into learning zones.
- If needed, our regular class size will be split into two groups to accommodate for social distancing.
- There will be a distance of 1.5 meters between desks.
- Students will be required to stay in one classroom only and mix only with their group and teachers.
- Each cohort will be assigned to a particular washroom, which will be at regular intervals, disinfected.

Access to resources and facilities:

- We have clear protocols for access to and sanitisation of common resources like photocopiers, printers and learning tools which will be less frequently used.
- Washrooms will be sanitised after each students' use. An attendant is available in each washroom and will make sure to do so.

- Students will be required to bring in their own resources and devices and will not be allowed to share. Teachers will ensure that these resources are regularly disinfected.
- Early years students will be provided with a specific personalised learning kit for each unit, that will be used at home and when they come back to school.
- Outdoor facilities and playgrounds will be regularly sanitised after use and washed after each scheduled session
- Break/play time for outside play and activities will be staggered and student cohorts will remain together and not mix with others.
- PE, Music, and Dance will occasionally be conducted outside if the weather permits
- PE, Music and Dance resources, if any at all, will only be reused after sanitisation.

School Supplies for Personal Use

- Early Years students will be provided with their Unit Kit
- Playgroup only (Additional List):
 - ❖ Extra diapers
 - ❖ Small sized bed sheet, cover and pillow
 - ❖ Three complete changes of clothing (labeled in ziplock bag)
- Early Years students **MUST** bring the following items from home:
 - ❖ Raincoat and Rain boots (when requested)
 - ❖ Sanitizer
 - ❖ Alcohol based disinfecting wipes
 - ❖ Tissue box
 - ❖ Labelled extra face masks in a resealable or ziplock bag to be kept in school bag
 - ❖ Extra clothes (underwear, socks, t-shirt, shorts) that need to be kept in their bags for emergency
- Primary Students (Early Years to Year 6) will need to bring their own resources as part of their stationery, and their exercise books. There will be no sharing of resources.

[YEAR 1 - 2 SUPPLY LIST](#)

[YEAR 3 - 6 SUPPLY LIST](#)

Secondary Students should bring:

- Labelled water bottle
- Personal Device
- Headphones
- Pre-packed lunchbox
- Stationary
- Personal Sanitizers and Wipes



- Students are NOT to share any resources, devices or food
- Students can NOT order food deliveries

Your ward will start on:

Primary

- **Playgroup, Nursery, Reception, Year 1-2: Monday 18 January 2021 (times will be shared)**
- **Year 3 & 4: Wednesday 20 January 2021**
- **Year 5 & 6: Monday 25 January 2021**

Secondary Groupings / Schedule and dates of Year Groups for Semester 2:

We have divided the students into two groups:

Group A: Year 7, 8, 11 and 13

Group B: Year 9, 10, 11, 12 and 13

Schedule of our HYBRID LEARNING Classes are as follows-----

WEEK 1 (11th January 2021- 15 January 2021)

- Only Year 11 and 13 will continue their face to face classes on campus as they started in October, for the whole week. The rest of the year groups will start their lessons online.

WEEK 2 (18th January - 22 nd January) :

Group A: Will attend Face to face on Monday, Tuesday and Wednesday

Group B: Will attend on Thursday and Friday

WEEK 1 (25th Jan 2021- 29th Jan)

Group B: Monday, Tuesday and Wednesday

Group A: Thursday and Friday

School Hours



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The main gate will be open from (Primary 7:30 to 8:15 am) (Secondary 7:20 - 8:25 am) and will be closed at 8.30 am. As you know we will have all of our staff on duty receiving the children, once the bell rings, the staff will be in the class and the gates will be locked.

Please call the school if your ward will be late. At 8:30 am the gates will be closed to all drop-offs. You must communicate in advance if your ward will be late.

- 054 189 7254 (primary)
- 030 254 4511 (secondary)

Primary lessons will begin at 8:20 am and end at 2:30 pm, **Wednesday early release at 1:00 pm**. The Snack break will be 9:20 am to 9:50 am, and a lunch break at 11:50 am to 12:30 pm.

Secondary lessons will begin at 8:30 am and end at 3:15pm, **Wednesday early release at 1:30 pm**. The snack breaks at 10:00 am to 10:20 am, and 11:20 am to 11:35 am with a lunch break at 12:35 pm to 1:05 pm.

Each class bubble will have breaks during the day to indulge in outdoor activities. This will be organised in a schedule once we begin the gradual reopening of the different classes based on the outdoor spaces availability.

Arrival to School

All parents/drivers will be expected to follow the safety drop-off/pick-up traffic flow that will be shared during the Taking Care of Business Week.

- ARIS Primary Staff will be outside to receive the children from their cars
- Students should have their bags on their laps and ready to get out of the car without opening the boot. This will speed up the drop-off/pick-up schedules.

Dismissal from School

Teacher & Assistants will take students to the exit area upon being called through a tech mode of communication when their driver or parent arrives.

- Primary Parents/drivers will line up and students will be brought out based on the arrival of the carer.

Food Services:

- Canteen services will be considered in March 2021



- Deliveries of food from home during the school day will not be allowed due to the risk of contamination from contact and surfaces
- Students should bring their food from home with them each day. Food consumption will be limited to specific locations (indoor and outdoor) where physical distancing is easily implemented and monitored.

After-School Activities and Sports Programme:

- As per the government directives; sporting activities will be suspended.

Virtual Learning Schedule:

The time table will be used for both the virtual and hybrid learning models. Once the gradual reopening is initiated all classes will be coming to school. From the beginning of reopening, students will attend Mondays, Tuesdays, Wednesday (half day) Thursdays and Fridays.

Primary [Class timetables](#)

Secondary Class timetable will be followed as given in Semester 1 with no changes.

Our Ed tech tools make our learning effective in whichever model of learning in any of the scenarios.

This reopening plan will be updated as and when necessary. Please let us know if you have any concerns and/or queries.

Wishing you all a safe and happy learning journey!