

BSL COVID-19 MANAGEMENT PLAN

I. COVID-19 PREVENTIVE AND CONTROL MEASURES

Details on the types of control measures that The British School of Lomé has in place:

Additional Control Measure	Across all year groups
Review and reinforce existing control measures	<p>The school will continue to review and reinforce testing, hygiene, good ventilation and enforce advice on self-isolation and managing confirmed cases of COVID-19.</p> <p>Checklist The school will ensure that: -</p> <ul style="list-style-type: none"> • it has sufficient supplies of, PPE, face coverings, cleaning materials, hand washing and sanitising liquids that defeat COVID 19; • an enhanced cleaning schedule is in place which includes frequent cleaning of rooms, shared areas and equipment that are used by different groups and frequently touched surfaces; • verbal reminders are given about frequent hand washing and that posters are displayed to promote Covid-19 hygiene awareness. • suitable and sufficient bins are provided to support pupils, students and staff to follow the 'catch it, bin it, kill it' approach; • sufficient tissues are in all rooms; • occupied spaces are kept well ventilated i.e., windows and doors opened to increase air flow, rooms purged after use; • any individual who becomes unwell with COVID-19 symptoms will be isolated, sent home and provided with information on what to do next; • confirmed cases are managed as stated in this document above. • all visitors and key contractors are aware of the school's control measures and ways of working.
Face coverings	<p>All pupils, students, staff, and visitors (unless exempt) will be directed to wear face coverings in school. except for some outdoor activities:</p> <ul style="list-style-type: none"> • particularly when moving around indoor communal places where social distancing is difficult to maintain e.g., corridors, classrooms, the dining areas; and dedicated transport to schools.
Bubbles	<ul style="list-style-type: none"> • We will maintain our school 'bubbles' and social distancing to reduce mixing between groups without having a detrimental impact on delivery of education.
COVID Taskforce	<ul style="list-style-type: none"> • We have setup a taskforce that is responsible for managing our Covid-19 prevention measures and all covid cases handling and reporting. • There will be a monthly assessment to monitor our school covid-19 operational readiness
Covid measures awareness	<ul style="list-style-type: none"> • We have planned "Covid minute" a quick weekly reminder of COVID-19 preventive measures for staff and students during weekly meetings or assemblies • We have published Covid-19 protocols on our website and will keep the community informed of latest important covid-19 news

Remote learning	If we temporarily limit attendance, we will ensure that high-quality remote education is provided to all pupils and students as outlined in our remote learning policy.
Transport	The school recommends that face coverings are worn by pupils, students, and staff (unless exempt) when using: <ul style="list-style-type: none"> • dedicated transport to and from school; • minibuses for trips.
School meals	The school will continue to enforce social distancing during lunch meals. (All meals are eaten in fresh air.)
After school clubs and other out of school settings	The school will limit access to after-school activities and wraparound care during term time and the school holidays to those that need it most. We will communicate to pupils, students, staff and parents that will be eligible to attend once the restrictions are confirmed.
Education workforce	Should restrictions on student attendance be needed, we will determine the workforce required onsite and if it is appropriate for some staff to work remotely.
Safeguarding	The school will aim to have a trained Designated Safeguarding Lead (DSL) or deputy DSL on site wherever possible. <ul style="list-style-type: none"> • if the DSL (or deputy) cannot be on site, they can still be contacted remotely; On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for coordinating safeguarding on site.
Large numbers out of school	When a large number of students need to go home and isolate, the school will: <ul style="list-style-type: none"> • communicate with pupils, students, staff, parents and carers by email, text, Engage and updates to the school's website; • liaise with home and transport providers to organise travel plans to get students home; • deliver a high-quality home learning package; • ensure procedures are in place to maintain contact and welfare checks.
Vaccination	Currently, the Togolese government has made provision for children 12 years and older to be vaccinated. There are several vaccination centers across Lomé. To locate a center near you, use this website: https://vaccin.covid19.gouv.tg/sites/

Sources and for more information please see the following links:

<https://covid19.gouv.tg/>

<https://www.cdc.gov/coronavirus/2019-ncov/faq.html>

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

II. COVID-19 CASE HANDLING

- ✚ All covid-19 cases will be managed with full respect to Staff and students' confidentiality.
- ✚ When we have a positive case in a year group, a warning letter will be sent to parents of the year group.
- ✚ Classes will continue with increased vigilance and testing is recommended but at parents' discretion
- ✚ If we have a second positive case in the same year group within 10 days, all students in the year group will be declared contact cases and a notification will go out to their parents.

- ✚ **Once your child is declared a contact case on Day 0, the following protocols must be observed:**
- ✚ Watch for symptoms for 10 days and adhere strictly to covid preventive measures
- ✚ Get him or her tested immediately if he or she develops any symptoms
- ✚ From Day 0 to Day 5, Parents have 2 options:
 - Send their asymptomatic child to school. The student will be kept in his or her year group bubble with no after school activities and be expected to comply fully with covid-19 preventive measures while waiting to be tested on Day 5 (D5).
 - Keep their child home in quarantine, switch to online classes until testing on (D5)
- ✚ Children who have been vaccinated or have recovered from covid within the prior 3 months can continue classes on campus as long as they are asymptomatic.
- ✚ School will arrange for onsite PCR testing for contact cases within the year group on Day 5.
- ✚ Only students with positive test results will be contacted.
- ✚ If you do not wish for your child to be tested, your child will only be able to return to class after 10 days of quarantine.

A student who has a positive covid-19 test result:

- ✚ will isolate for at least 10 days,
- ✚ switch to online classes,
- ✚ Can return to school only with a negative test result or *un certificat de guérison*.

PARENTS

- ✚ Notify the school Attendance Officer if your child has tested positive as soon as possible(attendance@bsl.tg), or via Whatsapp/SMS only via the dedicated BSL Whatsapp number **+228 92 25 44 44**
- ✚ Keep your child at home if he or she is showing covid symptoms and talk to his or her doctor for testing.
- ✚ Keep your child at home if he or she is a contact case, and arrange to get him or her tested 5 days from the day of the declared positive case in the family.

III. COVID-19 OUTBREAK AND SCHOOL PROTOCOL

BSL is committed to limiting on-campus transmissions by layering the following effective prevention strategies:

- Consistent and correct use of masks by everyone
- Physical distancing through the year group bubbles
- Handwashing and Improving ventilation
- Daily cleaning with disinfection when required
- Staying home when sick and getting tested
- Testing and contact tracing in combination with isolation and quarantine

In addition to almost all the personnel being fully vaccinated, we are diligently implementing prevention strategies. Our objective is to provide face-to-face education and minimize any disruption due to covid-19. We will also be monitoring the Togolese national COVID-19 taskforce for local updates. Evidence shows that when community rates of COVID-19 are high, there is an increased likelihood that COVID-19 will be introduced to, and potentially transmitted within, a school setting.

But we recognized that despite all these efforts, there is a possibility of an outbreak in our BSL community and we hence define these following protocols to deal with these situations. Our facilities setup (Three separate primary buildings and our main campus with outdoor spaces) has enabled us to implement the operational covid-19 measures effectively.

SCHOOL OUTBREAK

- School outbreak will be declared if we have multiple positive cases in different year groups in the secondary and primary sections within 10 days.
- Closing the school will be considered case by case, based on the number of Students and/ or Staff testing positive, the impact on teaching staff and advice from local health officials.
- School will arrange for a school wide testing for students and staff if deemed necessary.

ONLINE LEARNING

- All teachers will be in class and will also provide online content to students.
- We will use a combination of lessons and presentations posted on ClassDojo or Google classrooms and zoom interactive sessions to keep children engaged.
- We will continue improving the online content for all students especially for younger students.