

PLANS FOR PHASED RETURN OF STUDENTS TO CATHOLIC COLLEGES IN THE ARCHDIOCESE OF LAGOS

Query	Action(s) taken	Further action(s) required
<ul style="list-style-type: none"> How have 'critical' or 'key workers' been defined with a view to reducing the numbers in school to the minimum? 	<ul style="list-style-type: none"> Government definitions have been used. Only students in the terminal classes are expected to resume. Subject teachers of the classes concerned are included in this group. Medical Personnel and Hygiene Officers will work to ensure the health and safety of all. 	<ul style="list-style-type: none"> The school time table will be adjusted to accommodate fewer subjects to focus mainly on revision ahead of their examinations.
<ul style="list-style-type: none"> How have 'vulnerable children' been defined with a view to reducing the student numbers in school/college to the minimum necessary? 	<ul style="list-style-type: none"> An individual risk assessment has been prepared for all students and terms are to be returned before resumption. Details from the risk assessment form will be analysed and parents of "concerned students" would be communicated. There will be regular contact with families whilst students are in school. 	<ul style="list-style-type: none"> Students with severe underlying conditions that may expose them or others to danger will be advised to study from home or be committed to taking extra precautions for their examinations.
<ul style="list-style-type: none"> How have you organised your 'rota of staff'? Has this been done with a view to reducing the staff numbers in school to the minimum necessary? 	<ul style="list-style-type: none"> Only the relevant subject teachers are allowed in the school. Revision classes, in line with the timetable of the external examinations will regulate the number of lesson periods and presence of teachers in the school. Support staff team have been reduced, with key officers accommodated within/near to the school. Administrative functions can still be carried out via email or phone calls. Medical team staff will carry out early medical interventions would be in the premises. 	
<ul style="list-style-type: none"> Do you know the medical conditions of all students and staff attending the school or college during this Covid-19 crisis period? 	<ul style="list-style-type: none"> Students' medical records in the clinic are intact. Information of health status will be recorded at resumption. Staff who are in the Vulnerable or Extremely Vulnerable group will be facilitated to work from home. 	
<ul style="list-style-type: none"> What consideration has been given to transportation difficulties of students attending school or college 	<ul style="list-style-type: none"> Parents who normally transport their children will continue to do this. Parents should not need to enter the school building. They should remain in their cars. Senior staff will supervise the arrival and departure of students. 	<p>None senior staff and allocate roles for transport.</p> <p>0 Consider staggered arrivals and departures,</p>

<p>who usually use buses, with safeguarding being paramount, along with logistical issues?</p>	<ul style="list-style-type: none"> • Students who commute in School Buses will alight at the entrance for health inspection. Parents of those concerned should make adequate arrangements with the bus owners for supervision and observance of safety guidelines. • Entrances/exits will be allocated and security team will give directions. 	
<ul style="list-style-type: none"> • Are vulnerable staff(those with underlying health conditions and pregnant women) working from home 	<ul style="list-style-type: none"> • Yes 	
<ul style="list-style-type: none"> • What class or group sizes are being adopted for your college? 	<ul style="list-style-type: none"> • The regular class size is reduced by 50% for the examination classes. • More rooms will be used for the first phase of easing of the lockdown. 	
<ul style="list-style-type: none"> • What social distancing control measures are in place for students and staff in the school? 	<ul style="list-style-type: none"> • Within classrooms, students to have desks allocated to them and spread out around the room - they should stick to the same desks each day. The desks should be labelled so that when different staff are in, they know the routine. • Social distancing rules will be explained to the students and reinforced and modelled by staff. • Access to outside environments like playground will be restricted. • Intentional breaking of the social distancing expectations will mean that the student will be isolated and parents will be called to collect them. Upon return, if a further incident occurs, parents will be contacted and the school will not accommodate the student for the remainder of the period. • Restriction of refuse dump sites. 	<ul style="list-style-type: none"> • Letter to parents to explain the consequences of international flouting • Physical classrooms to be set up for students i.e. desks moved and labelled. • Staff with BP should go for routine check each day.
<ul style="list-style-type: none"> • What protocols or procedures are in place for contact between students and between staff and students (eg. touching each other, handling books and 	<ul style="list-style-type: none"> • Students must have individual study/writing materials. These should be labelled and kept safely. • Students should not bring a bag to school each day. • Folders containing the subject notes for the day should be carried in water-tight folders. 	<ul style="list-style-type: none"> • Bins need to be located alongside • Computers need to be labelled up and wipes need to be made available next to computers.

materials)?	<ul style="list-style-type: none"> • Assessment of homework and assignments to be done in class to avoid submitting notebooks to teachers. • Students are to return home with any work done for the day. • Classrooms doors should be wedged open so that handles do not need to be used. • Staff and students to be encouraged to push doors with shoulders. • Students are to have wipes with them. 	<ul style="list-style-type: none"> • Teachers should supervise marking of assignment note by the students. • All students must return with their personal wipes.
<ul style="list-style-type: none"> • Will staff have protective equipment? 	<ul style="list-style-type: none"> • Yes, masks and face shield will be provided and use will be mandatory when meeting students. 	Regular temperature check on students and staff(s)
<ul style="list-style-type: none"> • Is there a hygiene protocol providing for regular hygiene breaks for sufficient length during the day? 	<ul style="list-style-type: none"> • Yes, washing hands is our first line of defence against Covid -19 and would be done regularly. • When staff and students arrive – part of their morning routine will be hand washing. • Hand-washing will be added to time tables. 	Time tables to be devised that include hand-washing.
<ul style="list-style-type: none"> • Is there access to enough sinks with water and soap in school? 	<ul style="list-style-type: none"> • Yes • There should be provision for automatic hand sanitizer. 	<ul style="list-style-type: none"> • Hygiene workers will frequently inspect the hand-washing stations to ensure there is constant supply of water and soap.
<ul style="list-style-type: none"> • Is there sufficient supply of hand sanitizer in the school? 	<ul style="list-style-type: none"> • Hand washing will be promoted • Wall mounted hand sanitizing units have been installed at strategic locations. 	<ul style="list-style-type: none"> • Sufficient supplies of hand sanitizer are in stock. • Hygiene workers know how to Restock on a regular basis
<ul style="list-style-type: none"> • Is there a strict regime of cleaning within the school or college, with particular attention paid to toilet areas and hand washing sinks? 	<ul style="list-style-type: none"> • Yes, cleaning staff have been briefed and trained; continuous supervision will be in place to guarantee compliance. 	
<ul style="list-style-type: none"> • Does the school or college have appropriate signage alerting all staff 	<ul style="list-style-type: none"> • Yes, more signage will be put where deemed necessary, 	<ul style="list-style-type: none"> • Source. print and put up signage • SLD classes could make their

<p>pupils/students to the need for high standards of hygiene and safety protocols?</p>		<p>own hand washing posters.</p>
<ul style="list-style-type: none"> • Is there temperature testing of students? 	<ul style="list-style-type: none"> • Students will have temperature taken when they come off buses and out of parents' cars. • Those with raised temperatures to return home. • Staff temperature to be taken on arrival - all staff to enter via main entrance. 	
<ul style="list-style-type: none"> • Is there a protocol for what to do where a student or staff member develops Covid 19 symptoms during the day? 	<ul style="list-style-type: none"> • If it is suspected that a student is unwell they should be asked to relocate to Recovery Room (Isolation place) • Staff member to accompany them from a distance. • Medical team will examine immediately and maintain high level of suspicion. • Senior staff member to call parents and request they collect child from school, arrange for testing and keep them at home for the minimum period 7 days, unless the test comes back negative. • The school will call remaining parents from that group/class to inform them that a child/staff member is experiencing symptoms and recommend self-isolation for 14 days. We will inform families if the original test comes back negative. • Staff from that class to be sent home to self-isolate for 14 days. • If a staff member feels unwell, they should remove themselves from the classroom, go to Recovery Room and follow the steps above. • All students and staff who have been in touch with that staff member should also not be in school for 14days unless the original test comes back negative. 	<ul style="list-style-type: none"> • Recovery Room to be set up and well designated,
<ul style="list-style-type: none"> • Have you consulted and involved staff in all of the above? 	<ul style="list-style-type: none"> • Staff will be informed via email. • Online meeting for further clarifications will be scheduled. 	<ul style="list-style-type: none"> • Document to be shared with MLT for comment prior to distribution to rest of staff.

		<ul style="list-style-type: none"> • Send RA to other staff by email.
<ul style="list-style-type: none"> • What extra precaution has been taken to limit the transmission of the virus? 	<ul style="list-style-type: none"> • The school compound has been decontaminated with a certificate obtained. • Awareness is heightened among all staff both academic and non- academic. 	
<p>Do you have a Plan B? If control measures cannot be maintained within the school or college, what is the plan? Are staff pupils/students and parents/caterers aware of the plan?</p>	<ul style="list-style-type: none"> • Plan B would mean we do not open on 3rd August - date for reopening would be rescheduled. • If a major issue arose once we have reopened - we may need to close the school or part of the school until it is safe to reopen. • Staff and parents will be informed of this in advance and if the situation arises. 	