



IGNITE SCHOOL RE-OPEN PLAN

Dear Ignite Parents and Students:

First and foremost, I hope that you and your family are well and enjoying the summer. This past year has definitely been one that we will never forget. We appreciate all of the hard work that each of you did to help us have a successful 2019-2020 School Year.

We have spent the summer months planning and preparing for the safe arrival of our students in a blended school environment. Last week, we finally received approval from KHDA for our plan.

“Thank you for submitting your School Re-Opening and Readiness Plan. We have reviewed your plan and we are happy to let you know that it meets all of the requirements”

Regulations & Permit Commission Knowledge and Human Development Authority

We know that you will have many questions and with this letter we will outline our educational plan, as well as our protocols and measures to ensure the safety of our staff, students and learning community.

When will my child attend school?

The first day of school will be on August 30th either on campus or in remote learning depending on the grouping of the students (Day A or Day B). A virtual student focused orientation will take place during the week of August 23rd via Google Meet. More details will follow as we get closer to the start of school.

In order to comply with all social distancing measures, classrooms can only accommodate students at 50% occupancy. Therefore, we will be dividing all classes into two cohorts – Group A and Group B. The rotation schedule will function as follows:

Week 1 – Sunday to Thursday ABABA
Week 2 – Sunday to Thursday BABAB

As per the Re-Opening Regulations, KG1 and KG2 can have no more than 10 students in each classroom. Students in Grade 1-7 can have no more than 12 students in each classroom.

We are currently working on creating the different student groups. You will be notified of your child’s classroom and group by August 24th. We are making every effort to ensure that ALL members of each of our families are grouped together.

What will it look like when my child is not in the classroom?

The group not in school will access learning online through the use of online learning platforms. For those families who are returning to Ignite, they will be the same platforms that were used during our distance learning. We have

learned so much during our experience from March to July and will use that knowledge to further refine and enhance the experience. We are currently working on getting quotes so that we can install cameras so that students can sit and watch lesson while they are at home. We will keep you updated as this process develops. Until then, the work that is posted on line for the students to complete will be an extension of what they have been working on in class. (How will we do the off day check in? Arabic?)

What will be the school timings:

In order to minimize overcrowding during entry and exit times, a staggered timing has been set.

Grade Level	Morning Arrival	Afternoon Dismissal
KG1 & KG2	7:30	2:45
Grades 1-4	7:20	2:30
Grade 5-7	7:10	2:20

Upon arrival at the school, students will pass through a number of designated entrance points. Each entrance point will be fitted with a thermal imaging camera, a sanitization (mist) station and a temperature check.

Each student's entry process will begin with a temperature scan. Student and accompanying adult temperature must be below 37.5 degrees for the student to enter either the school bus or the Ignite campus. If either the parent, student or family member has a fever, the entire family will not be permitted to enter campus. Parents MUST accompany ALL students to the bus stop and be scanned before the student will be permitted to be on the bus.

No parent is permitted on campus. So once temperature check is completed, parents must return to their cars and students will be escorted into the building by a staff member.

If a student or family member has a temperature of 37.5 degrees or higher, then the student must return home and be fever free for 24 hours. If the student develops the fever while at school, the student will be taken to a dedicated medical room within the school. The room has a separate entry point away from the rest of the school so that parents can come pick up the child without entering the rest of the school. Families will be notified and the student must be picked up before the end of the school day. Any student with a fever will not be permitted on a school bus.

Families are to drop off and pick up at the designated area, which is the back/gym entrance to the school. Families will have 10-15 minutes to pick up your child with no crowding and a face mask must be worn at all times. No parents are permitted on campus other than to pick up students in the gym.

What protocols are in place to ensure the safety of our students and school community?

The Ignite Administrative Team has established a detailed set of health and safety operational procedures and protocols in order to support a safe reopening of our schools. There will be several quality assurance checks completed daily to ensure that all protocols are being followed and are effective.

Desks will be placed 1.5-2.0 meters apart. An additional desk will be placed next to it so that no two students share the same desk. Teachers will be positioned in the front of the classroom and will wear a clear, plastic shield when sitting closer to students.

Safety markings, set 2.0 meters apart, will be set up throughout the corridors. Use of student restrooms will be monitored as only one student will be permitted in the restroom at a time.

Seating arrangement will be clearly marked out in canteen areas, no students will be permitted to sit directly adjacent or next to one another. Students from the same class must adhere to the 1.5 meter safe distances, students from different classes must maintain 2 meter safe distances.

School will operate pre-packed lunch service, with no live cooking taking place at school. Students are also permitted to bring their own food from home, Water dispensers are not permitted to be used.

Will students and staff wear masks?

Teachers and students above the age of 6 are required to wear face masks. However, we are asking that students under the age of 6 attempt to wear a face mask when in the classroom. ALL students must wear a face mask when entering and exiting campus. Face masks can be removed during strenuous physical activities and when students are eating and drinking. Face shields can be worn for those employees who are in direct contact with students. It is suggested that students bring two disposable masks to school per day or one re-useable option. Staff will have extra boxes in the classroom for those students who need them in the case of an emergency. It will be the responsibility of the students to ensure that they bring the required number of masks each day and ensure any disposable masks are washed in line with the manufacturer's guidelines.

What training will the staff have before school opens?

All staffs will undergo specific Covid-19 training prior to the start of the new academic year. In addition, the school will regularly communicate and provide information to students on the associated risks, safe practices and controls. All students and families will be briefed on this plan prior to the start of the academic year. All Ignite staff members will have COVID test done at the school and results will be kept on file with the school nurse.

What are the cleaning and hygiene procedures?

Our school has conducted a review of all potential frequent touch points, including door handles, light switches, handrails, taps and washbasins, etc. Increased cleaning and sanitization will be conducted across these areas throughout the duration of the day. A thorough cleaning of the school will be conducted each day, using approved Municipality chemicals. A thorough deep clean and sanitization of the school will be conducted at the end of each week. Cleaning staff will wear the required PPE for all cleaning activities. If a student develops a fever and is sent home during the course of a the school day, his or her classroom will receive a deep cleaning and sanitization before the start of the next school day.

In the event there is a potential or confirmed COVID-19 case, how will it be handled?

Managing a potential Covid-19 case in school:

If a student is suspected of being a positive Covid-19 case, they will be immediately removed to the school Isolation room, which is located between Building 1 and Building 2. Only the school medical and emergency services team are permitted to enter the isolation room and full PPE must be worn when entering the room. The students' parent will be contacted immediately by the school doctor and the required authorities will be notified. The school will strictly adhere to the health authority requirements

for managing and transferring any suspected cases of COVID-19. All areas which may have been accessed will be thoroughly deep cleaned and sanitized following any suspected cases. These areas will be closed immediately until the deep clean is completed. Tracing will be conducted to identify those who may have come into contact with the student or staff member. Health authority requirements will be strictly adhered to. This may include additional testing and isolation of persons who have come into contact with a positive case. Ignite School has a detailed medical procedure plan in place, which will detail the emergency procedures to be taken. This will be developed in consultation with the Ignite School Nurse, Doctor and Facilities Manager.

Managing a confirmed case

A confirmed case could be in the form of a student, staff member or contractor having a fever above 37.5 degrees. A student must be fever free for 24 hours before he or she can return to school. If the parent is the family member who has the temperature, the student still must return home until the following day. If a parent or student test positive of COVID-19, the person will be in isolation for a period of time, this may be at home or in a medical facility. Upon receiving notification of a confirmed case, a tracing exercise will be conducted by the school. This will identify all other persons who may have come into contact with the positive case.

Any persons who have come into close contact with the confirmed positive case will be sent home from school immediately, with a potential isolation period of 14 days. Further advice from the authorities, including the health authority and education authority, will be required on this aspect. No persons who have tested positive will be permitted to return to school without first providing evidence of a negative test result, in line with authority requirements. All relevant areas will undergo a thorough deep clean and sanitization exercise.

Communication of a confirmed case:

It is important that parents are provided with suitable information regarding confirmed cases within the school. It is also vital that people's individual privacy is maintained. Parents will be notified when there is a positive case with for a student or classroom teacher and/or if a student is removed from class due to a fever that exceeds 37.5 degrees. The required procedures will be followed for notifying the authorities.

Will school buses operate?

Bus routes will be revised based on the demand of parents wishing to continue to use bus transportation and to accommodate the new social distancing guidelines.

- A parent must be with the student(s) at the bus pick up location.
- All temperatures, student and parent, are taken at the pick-up points and any cases will be documented and notified to the relevant parties.
- If the student or parent have a temperature above 37.5, the student(s) will not be able to attend school for that day and must remain home until he/she are fever free for 24 hours.
- Daily records will be maintained by the bus nanny as each student gets on the bus.
- Bus will be disinfected before and after each use
- Adequate signage will be placed inside the bus
- Procedures are in place should a child display signs of COVID-19 while in the bus.

What will be the communication channels for families?

ALMA is the primary communication forum for Ignite School. For those students who develop a fever and need to leave campus, parents will be contacted immediately via telephone. If you need to update your email address or telephone number, please contact the school immediately.

Elementary School

A monthly newsletter will be published and will focus on both academic and health/safety updates. Classroom teachers will continue to use Seesaw, Google Classroom and ALMA as a communication platform for both students and parents. All school information will be distributed through ALMA.

Any brief reminders will be sent as needed via School Announcements through ALMA and teacher's daily form of classroom communication.

We understand that you may have concerns about this reopening, but I want to reiterate that we are committed to our community's safety and also to providing our learners with an outstanding education. The health and safety of our children are our number one priority.

On another note, almost all of our new staff have arrived in Dubai (1 more is still in Saudi Arabia waiting for her flight). Our enrollment is strong and we welcome over 150 new students to the Ignite family. Our School Administrative Team returned on August 3rd, new teachers will begin their pre-service training during the week of August 16th, and all staff return on August 20th.

Thank you for being a part of Ignite learning community and for our support during these challenging times.

Together we are better!

Educationally,

Aaron Scott Poloff
Director
Ignite School