



GUIDELINES FOR TEACHING AND LEARNING IN THE SCHOOL YEAR 2020-2021

Nursery and Primary Cycles - In effect from 12th April 2021

1. INTRODUCTION

On 31st of January, the Dutch authorities decided to reopen the Primary schools as of February 8th. The guidelines for the Nursery and Primary cycles of ESB have been updated, based on the protocol for Primary Schools (version 21.01.21), aiming to allow the Nursery and Primary pupils fully return to school. All Nursery and Primary pupils will switch from distance learning (*ex situ*) to classroom instruction (*in situ*) with effect from 8th February.

The school will continue to maintain safety and hygiene measures to ensure that pupils - as well as staff members - can work in safe conditions in accordance with the Dutch national protocols.

The indicators of the RIVM (through the coronavirus dashboard) inform us that the situation in North Holland is currently assessed at the highest risk level ('very serious'). The organisation of the teaching and learning programme in Nursery and Primary has therefore been re-considered slightly to incorporate safety measures and to limit the mixture of students in lessons (vertically and horizontally, where possible).

The following guidelines clarify the arrangements at all levels of the Nursery and Primary Cycles.

2. PRINCIPLE AND OBJECTIVES

Our objectives are to:

- Incorporate safety measures to maximize the safety of the pupils and staff of the European School Bergen.
- Maximize the pedagogical quality and efficiency of teaching and learning within the safety framework.

3. STRUCTURE

The arrangements and measures apply from **Monday 8th of February** onwards.

Continuous evaluation is foreseen and, if needed, changes to the arrangements and measures will be implemented.

Any change in the instructions from the Dutch government and the RIVM will be followed up closely. This may also lead to immediate changes in the organisation and/or the measures.

4. SAFETY, HYGIENE AND HEALTH MEASURES

Following the updated protocol set in place by the Dutch government (version 21.01.21), Nursery and Primary will be organized as follows:

- all pupils will return to school on a full-time basis
- pupils don't need to keep 1,5m distance between one another
- social distancing must be enforced for adults

All pupils from every level of Nursery up to P5 will attend school for 100% of the normal teaching time over the week.

As long as the RIVM (corona-dashboard) assesses the risk of the safety region of North Holland North as 'very serious', additional measures are in place to reduce the mixture of students (vertically and horizontally). This is to increase the safety of teachers and pupils and to limit spreading, in case of a confirmed case of COVID-19.

4.1. SAFETY

Parents, or other adults not working for the school, are only allowed on the school premises by invitation only, and when social distancing can be guaranteed. For those who work in the school, precautions have been taken to ensure social distancing.

Entrance to the school

All nursery and primary pupils will make use of the primary gate to enter and leave the school.

To avoid too many adults and pupils congregating at the same time, the timing of the start and end of the lessons has been slightly adapted and staggered.

The times of the groups/classes follow the schedule below:

	START AND END OF THE LESSONS					TIME OF ARRIVAL at school
	Monday	Tuesday	Wednesday	Thursday	Friday	Between...
Nursery	9.00 - 16.15	9.00 - 12.45	9.00 - 12.45	9.00 - 16.15	9.00 - 12.45	8.50-9.00
Primary P1 and P2	9.00 - 16.15	9.00 - 13.00	9.00 - 13.00	9.00 - 16.15	9.00 - 13.00	8.50-9.00
Primary P3, P4 and P5	9.15 - 16.25	9.15 - 16.25	9.15 - 13.10	9.15 - 16.25	9.15 - 13.10	9.05-9.15
Children making use of school transport (taxi/minibus)						8.40-9.00

- **Parents who come on the playground** for drop-off/pick up should **come alone** and are requested to **wear a face mask**. This applies to the outdoor space on the school premises.
- **Nursery pupils are to be brought to school and collected via a separate route.**
Nursery parents are asked to walk a designated loop, entering the P345 playground via the Primary gate and walk via the one-way route onto the nursery playground, where they hand over their child(ren) and immediately leave the nursery playground via the nursery gate (one-way round trip).
The same route will be used for collecting the children from school at the end of their school day.

- **Primary pupils are not to be accompanied onto the primary playground by their parents** (as usual), but to **enter through the Primary gate by themselves**.
They will not remain on the playground in the morning, but will immediately find their way to their own classroom at the start of the day. Teachers on supervision-duty will guide the pupils in the corridors. This arrangement ensures less crowding in the corridors at the start of the school day as well as eliminating the need for adults to pass each other on their way to the rooms.
- When collecting the primary children from school at the end of the day, **parents of (P12) primary pupils are asked to come onto the Primary playground** (where there is more space than outside the primary gate). **This applies to all days, except for Tuesdays, when the P345 pupils continue their school day.** (*On Tuesdays, P12 parents will await their child(ren) outside the primary gate.*)

Parents are explicitly requested to spread-out over the playground, maintaining a 1,5 m distance from one another and immediately leave the playground once the child is collected.

This will not be monitored and it is expected that parents will strictly abide these measures. Otherwise, it will be necessary to exclude parents from this area.

P345 pupils are asked to leave the school independently where possible.

Corridors and movement

In the corridors, the routes are clearly marked. Arrow strips on the floor show the direction in which people are expected to walk. Children and staff are expected to always walk in lines (and not side-by-side), to avoid crowding and to ensure there is enough space for staff/adults to maintain distancing. Everyone is expected to be patient when walking in line. It is forbidden to pass others or to run.

Pedagogical staff members are required to wear facemasks while they are on the move, in the corridors and outside their class room.

4.2. HYGIENE

Class rooms and materials are cleaned to conform with the rules and expectations of the RIVM. Pupils and teachers are asked to continue to strictly follow the guidelines for good hand hygiene. Soap and paper towels are available in all class rooms and toilets.

Hand sanitizers will also be available.

In practice, all children will wash their hands (with water and soap) multiple times during the day, following a set routine. Washing hands is in any case required before the start of the day, before eating the daily snack, after each (outside) break and before starting lunch.

4.3. HEALTH

A Nursery/Primary child must not come to school if:

- ... he/she has common cold-like symptoms (such as a runny nose, nasal cold, mucus in/from the nose, throat ache)
- ... he/she feels unwell
- ... he/she has a cough
- ... he/she has fever

- ... he/she is planning to be tested or is awaiting the test result
- ... someone in the household has a fever (>38°) and/or shortness of breath
- ... someone in the household is planning to be tested and/or awaiting the test result
- ... he/she has traveled to, and has returned from, an orange/red identified zone (the child will remain in quarantine together with the family members)

Children who are in school with any of the above COVID-like symptoms, will be sent home after consultation with the school nurse.

Parents should inform the school in due time and keep the school regularly updated on the situation, via primarychild.absent@esbergen.org

Nursery/Primary children are strongly advised to get tested if:

- they have cold-like symptoms
- If they have any additional symptom of sickness (like cough, fever, shortness of breath,...)
- there is an indication, related to contact tracing

If a child has been in **quarantine, the return date should be discussed with the school.**

Children can only return to school after **written confirmation (of the return date) by the school.**

5. ORGANISATION OF THE DAY

5.1. PROGRAMME AND LESSONS

The main aim is to continue the normal programme as far as possible, while avoiding mixture of pupils where possible.

All **Nursery** children will follow the normal programme of the Early Education Curriculum, including (mixed) outdoor play, but excluding European Hours' activities (indoor mixed activities).

In **Primary**, all pupils will follow a near-to-normal timetable, including Language 1, Language 2 and Religion/Ethics, but excluding European Hours (for P3-5). This subject is in nature a mixed lesson with children of all language sections, and is therefore considered too high risk to organize in the current situation. The groups have been reorganised along linguistic lines and will therefore not rotate. For lessons which involve a mixture of pupils and/or a non-class teacher teaching the group, (a combination of) measures are taken, case by case.

In general:

	Physical separation in class	Face masks for pupils expected	Children of different languages stay with the original language group	Classes > 15 pupils: split
Language 1 (SWALS / P1-2)	x			
Language 1 (SWALS / P3-5)	x	x		
Language 2 (P1-2)	x			x
Language 2 (P3-5)	x	x		x
Ethics/Religion (P1-2)	x		x	
Ethics/Religion mixed (P3-5)	x	x	x	
'European Hours' (P3-P5)	x	x		

The wearing of a face mask is mandatory for pupils of the P3 to P5 age level, when they attend a lesson which is not given by their class teacher.

All pupils of P3, P4 and P5 are requested to bring 2 (clean) face masks daily, in a small zip-bag, with one additional zip-bag for the used mask(s).

Having 2 face masks to use during the school day is a condition of attendance for any pupil in P3, P4 and P5 level.

In classes, teachers will focus primarily on the well-being of the children and on an optimal social class climate.

Formative evaluation, direct instruction and immediate feedback will be used to maximize the effectiveness of the teaching/learning time in school. Summative evaluation will be used to evaluate the children's level of performance at fixed times.

5.2 ROOMS AND MATERIALS

The organisation of the room is adapted to maximize the safety of the pupils and their teacher.

The floor plan/placement of the tables follows a health and safety assessment, rather than a pedagogical reasoning.

Where possible, **tables are placed separately and in the same direction (lines rather than groups).**

Pupils will get a fixed designated place in the room.

The teachers' desk is placed at 1,5 m distance from the tables of the children, where possible.

For lessons which combine **multiple levels/classes**, the **organisation of the places follows the class cohorts** and **each pupil will have a fixed designated place in the class.**

Teachers will ensure that the classroom is properly ventilated throughout the school day.

During the winter months:

- Windows will be fully opened before, between and after the lessons when there are no pupils in the room (before the start of the day, at morning break, lunch break, afternoon break and at the end of the school day.) Doors will be opened during these moments, allowing ventilation for around 10 to 15 minutes.
- Either (one of) the top windows will be opened or windows will be opened at 10 cm to have more continuous ventilation.

Teachers will ensure that pupils' tables are not directly under/next to an open window because of cold air and draughts.

Communal rooms, like the art room and the drama center can be booked and used by a class group. **Before and after the lesson, the tables will be cleaned.**

Laptops which are used by multiple classes/levels **will be disinfected before and after each use.**

Teachers are advised not to offer music/singing activities or physical activities in the room or an enclosed area. They are allowed to go outside with their class during the day, to catch some fresh air, do some singing of physical exercises or to give (part of) an outdoor lesson (under the condition that children can keep enough distance to their teacher and mixing with other classes is avoided).

Physical Education activities can take place in the Primary Gym. Teachers are strongly advised to keep 1,5 m distance between them and their pupils during this type of (indoor) activities.

The primary library is open. Classes are allowed to visit the library under the supervision of their teacher, and to borrow books. Only one class is allowed at a time.

5.3. BREAKS AND LUNCH

In Primary, children make use of separated playground areas for outdoor play. Children of different language sections play in a separate area.

The outdoor play times are adapted to reduce the number of pupils playing in the same area at the same time.

Pupils are not allowed to share their food or to bring (food) treats to share, or hand out, to others. For special occasions, like birthdays, individually purchased (non-homemade) items can be handed out.

Nursery and Primary pupils are asked to **bring a packed lunch**. All children will have lunch in their class room. (The aula will be closed because the risk of contact is too great.)

For parents who have ordered lunches from the canteen – an arrangement can be foreseen by Luna Rossa. Parents are asked to communicate directly with Luna Rossa.

5.4. SCHOOL TRIPS AND OUTINGS

School trips, both day trips and multi-day trips, are cancelled **until further notice**.

Nursery and Primary teachers may organize outdoor lessons/teaching activities (when there is no travelling or bus involved).