

21 August 2020

Dear Muizenberg High Parents, Guardians and learners

Finally the day of return for Grade 8 and 9 learners has arrived! The staff is looking forward to meet and welcome our Grades back! We have prepared and even removed fixtures in all our labs to accommodate the learners in a safe 1-1.5 m social distancing space. The SMT still continued to review and develop COVID - 19 protocols, processes and procedures. A reminder that our decisions, in terms of behaviour and academics are based on 4 pillars: HEALTH AND SAFETY; CURRICULUM DELIVERY; BUILDING, DEVELOPING AND USING DIGITAL PLATFORMS AND TO EMBRACE CHANGE.

To orientate our learners and for logistical reasons, we will do the following program for the **Week 24-28 August:**

**GRADE 12:** Attend school MONDAY, TUESDAY, THURSDAY AND FRIDAY. SPECIALIST GROUPS WILL ATTEND ON A WEDNESDAY (e.g. practical assessments, extra lessons, etc.)

**GRADE 12:** Wednesday 26 August: MUSIC, ACCOUNTING, CAT AND HOSPITALITY LEARNERS ONLY. The rest of the Grade 12 students will be given work to cover.

**GRADE 11:** Attend school MONDAYS AND THURSDAYS.

Your school days start at 8:30 and it ends at 14:30.

**GRADE 10:** Attend school TUESDAYS AND FRIDAYS.

Your school days start at 8:30 and it ends at 14:30.

**GRADE 8 AND GRADE 9: RETURN BACK TO SCHOOL ON WEDNESDAY 26 AUGUST:**

Your orientation day : 8:30 -11:00

GATES AND ENTRANCES: THERE WILL BE STAFF ON DUTY AT THE GATES TO HELP AND DIRECT YOU.

Grade 8: – You will enter the school premises using the gate at Windermere Road.

GRADE 9: – You will enter the school premises at the front gate of school. (Where the staff enters)

No physical on-site classes for the rest of the week.

**From week 31 AUGUST-4 SEPTEMBER:**

The Grade 8 and 9 learners will receive the timetable on Wednesday (26 August) during orientation, which will give clear communication on their return days for the academic program.

We have amended our timetable to ensure that we do not accommodate more than two and a half grades per day. The timetable needed to consider subject choices and the staffing. Many of our staff teach across grades and offer more than one subject. We also needed to ensure that the timetable facilitates all the subjects over the bi-weekly period. Your school days start at 8:30 and it ends at 14:30.

The senior grades embraced the NEW ways of learning and I am pleased to report that the entire grade is compliant and serious about achieving a good academic outcome. We prioritize SOCIAL DISTANCING, SCHOOL ATTENDANCE, and WORKING IN CLASSES. We are committed to ensure quality teaching and learning will take place, both at school and with the use of Google Classrooms. To this end the staff is training, co-training, supporting and developing their teaching strategies to counter any event in the future. We are fortunate that we do not have to split any of our classes and still achieve the required 1-1.5m social distancing. Please read through this letter carefully (it has the same instructions and guidelines as our Grade 12 letter) and should you have any questions please do not hesitate to contact me: [ljacobsen@muizenberghigh.org.za](mailto:ljacobsen@muizenberghigh.org.za). Your question might be in the mind of many parents and it will be good to include the information in further communications.

#### BEFORE SCHOOL:

You MUST WEAR A MASK when you arrive at school. According to the regulation, we may not allow anyone without a mask on the school premises. You will be issued with two masks at school.

You must do a self-audit before you leave home. The self-audit will include the 5 questions you need to answer when you arrive and if the answer to any one of the questions is YES, we may not allow you to enter the building and you will have to return home immediately. Because so many of our learners travel it is advisable to do the self-audit and should you find that you display one or more of the symptoms, please inform the school that you will not attend school for the day. It is better to rest and if the symptoms persist to contact the HOTLINE or your doctor for advice.

Keep your social distancing on and off the transport. Please do not socialize inside or outside the school premises. Social distancing is a great concern and it is as applicable outside the school premises as it is on the school premises. Everyone has to take full responsibility for his/her own safety and behaviour at all times.

Although we will have two gates open, you need to take note of the gate you need to use. This is very important because we need to ensure that the gates and entry into the school building is strictly controlled:

#### SCREENING PROCESS:

Once you arrive at school you will proceed to your assigned classrooms through the designated doors.

You have to line up on the markings (lines on the floor) and will be screened by a staff member. You will be asked 5 questions. All answers and temperatures will be recorded. If your temperature is less than 38 degrees and you answer NO to all 5 questions you will enter your home room. From the screening station you will proceed directly to your home room.

#### CLASSES:

You have an assigned desk. You may not touch or sit at any other desk. You will have a designated desk in every classroom where you will be taught. Your desk will be sanitized at the end of each session. WE RECOMMEND A SMALL HAND SANITIZER FROM HOME. We do sanitize your hands when you enter the building, in the mornings, and after break times.

#### BATHROOMS AND BODY TIME:

The “breaks” will merely be to eat and going to the bathroom. Access to the bathrooms will be controlled. **The tuckshop will be closed.** You need to pack your lunch and water/ soft drinks. No sharing of stationery or food will be allowed. You need to keep LEFT in the corridors and may not walk next to each other. The markings in the corridors will be a constant reminder to keep your social distance from the other learners. The staff will be in the passages to ensure that this crucial and vital protocol is followed.

At the end of the day you will exit the school at the closest door to your last class. You need to leave the school and gate immediately and we will not allow any learners to linger on the school premises.

Parents please ensure that your child does not have to wait outside the school premises. Please arrange the transport according to the end of day time.

#### UNIFORM:

You will be allowed to wear civilian clothes until September 1. We understand that it will simply be impractical to wash the uniform on a daily basis. Please make sure your hair is as far as possible within the rules of our code of conduct. We expect long hair to be tied, and out of the face.

#### CELLPHONES:

We will not be able to receive any cell phones from our learners to keep during school time. You **may NOT bring your cell phone** to school under any circumstances. We urge our parents to ensure that the school have your contact details (updated). We will send a form (both physical and google form) for you to fill in. We need to contact a parent in any event. This includes your email address.

#### IMPORTANT PROTOCOLS:

You will receive the COVID -19 protocol orientation on your first day. The purpose of the COVID-19 policy is to inform and guide the behaviour of the wider school community in terms of health and safety and curriculum delivery in the process of minimizing the spread and impact of COVID – 19. The policy will guide the orientation process.

The school needs to be informed and be given feedback when we send a learner home. A learner will be isolated in a demarcated area until a parent come to collect their child. We wish to reiterate: please do not send your child to school if they feel sick or have any flulike symptoms.

Parents must make appointments before they will be allowed to enter the gates. They must be screened and uphold all regulations regarding the COVID -19 policy and protocols.

#### BEFORE YOU COME TO SCHOOL:

Check yourself :

1. Do you have a cough?
2. Do you have a sore throat?
3. Do you have a fever?
4. Do you have a shortness of breath?
5. Have you been in direct contact with someone who has contracted Coronavirus (COVID-19)?

If your answer yes to one or more of these questions, please stay at home and inform the school. If the symptoms persist, consult a doctor or contact the COVID HOTLINE at: 0800029999.

You have to:

Wear a face mask on arrival.

Keep a safe distance of 1.5 m from other people.

Wash/ sanitize your hands regularly.

Check your temperature regularly.

**Hotline number** - please take note of the following numbers:

WESTERN CAPE GOVERNMENT: 021 928 4102

NATIONAL INSTITUTE FOR COMMUNICABLE DISEASES: 0800029999

Health and safety is everyone's business. We are responsible firstly for our own health and safety and we are responsible for one another. We strive to ensure a happy safe space for learning and teaching.

Kind Regards,

Mrs Jacobsen

