



Deutsche Schule Nairobi
German School Nairobi

COVID-19 POLICY



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1.0 Policy Statement

German School Nairobi, (GSN), recognises the importance of taking proactive steps to address the school's concerns. First and foremost we must ensure that the school has a safe environment as well as working and schooling conditions and that we adapt practices protecting the health of the students, employees, parents and all other third parties on the premises. We want to ensure the continuity of the school operations, in consideration with Government prescribed directives in Kenya. This policy is designed to set out the measures that need to be adhered to at all times whilst on the school premises to reduce the transmission of the disease.

2.0 Policy Scope

This policy applies to all students, employees, parents and third parties, hereafter known as "All Concerned Parties" present at the German School Nairobi.

3.0 Eligibility

All Concerned Parties that are associated with the German School Nairobi.

4.0 POLICIES AND PROCEDURES

The German School Nairobi will provide hand sanitizers throughout the school, and in common areas. Cleaning and disinfecting will be carried out by the cleaning staff on a regular basis, and all surfaces and floors will be thoroughly cleaned at all times.

The following must be taken note of:

- 4.1 All concerned parties must have their temperature checked by school security, upon entering the premises
- 4.2 Students using the school buses will be checked by the conductor before entering the bus.
- 4.3 If the body temperature is higher than 37.8°degrees school attendance is not possible
- 4.4 All concerned parties must wash their hands frequently with soapy water, for at least 20 seconds, as often as possible and disinfect after
- 4.5 All concerned parties must cover their mouth and nose with their own mask and observe sneezing and coughing etiquette
- 4.6 Any concerned party experiencing respiratory symptoms such as fever, cough, and shortness of breath, sore throat, runny or stuffy nose, loss of the sense of taste or smell, body ache, skin rash, headache, chills or fatigue should not come to the school and should remain at home and seek medical attention.
- 4.7 Should any of the concerned parties test positive for a COVID test, they should self-quarantine for 14 days, and promptly inform the school management of the same
- 4.8 Large meetings will be conducted online or via conference calls
- 4.9 IT support services shall be made available to all concerned parties who need assistance with this technology

5.0 SAFE SCHOOL PRACTICE

The school management will practice the following steps to maintain a safe school:



- 5.1 Prevent congregation of staff in communal areas including the teacher's room and the lunch areas
- 5.2 Tools are not shared
- 5.3 Personal Protective Equipment, (PPE) is not shared
- 5.4 Reusable PPE is sanitised as per manufacturers recommendation, prior to each use
- 5.5 Used PPE is disposed of properly
- 5.6 Reusable supplies and equipment is disinfected
- 5.7 Provide routine environmental cleaning (door handles, keyboards, counters, surfaces, etc.)
- 5.8 Utilize disposable hand towels

- 5.9 Management shall ask the following questions should any member of staff or students display any symptoms, or should they come in contact with any person who displays symptoms for COVID:
 - Have you, or anyone in your family, been in contact with a person that has tested positive for COVID-19?
 - Have you, or anyone in your family, been in contact with a person that is in the process of being tested for COVID-19?
 - Have you or anyone in your family being treated in a hospital for any reason in the last 14 days?
 - Have you, or anyone in your family travelled outside of Kenya within the last two weeks?
 - Have you been medically directed to self-quarantine due to possible exposure to COVID-19?
 - Are you having trouble breathing or have you had flu-like symptoms within the past 48 hours including: fever, cough, shortness of breath, sore throat, runny/stuffy nose, loss of sense for smell or taste, body aches, skin rash, chills, or fatigue?

Where the School Management is reasonably satisfied that the Concerned Party may be infected with Covid-19 or has come into contact with a person who may be infected with Covid-19, the School Management may require the affected Concerned Party to immediately leave the School premises and proceed to be tested for Covid-19. Pending the outcome of the Covid-19 test the affected Concerned Party will not be allowed on the School premises until such evidence is provided to the reasonable satisfaction of the School Management that the affected Concerned Party is not infected with Covid-19.

6.0 Disclosures

Upon becoming aware that any Concerned Party, is displaying symptoms of Covid-19, is on self-quarantine on account of Covid-19, has been tested positive for Covid-19, has come into contact with a person tested positive for Covid-19 or has come into contact with someone suspected to be infected with Covid-19, the school management shall be entitled to disclose such facts to the relevant Concerned Parties, provided that such disclosure shall be made in public interest and to protect the vital interest of the Concerned Parties.

Any disclosure made in accordance with clause 6.0 above shall be limited to such information as is necessary for the relevant Concerned Parties to protect their vital interests, and for the



avoidance of doubt, the name / identity of the affected Concerned Party shall not be disclosed unless such disclosure is reasonably required in the circumstances.

7.0 Policy Revision

This policy shall be reviewed annually and revised in line with school needs, and Kenyan law changes.

Effective Date:	6 th October, 2020
Date Last Reviewed:	Not Applicable – New Policy
Scheduled Review Date:	As and when necessary in accordance with Government Guidelines
Approved By School Principal:	Mrs. Sibylle Seite
School Principal Signature:	