

## Learner's World International School (LWIS) Istanbul

### COVID-19 Policies and Procedures:

- Temperature taken at the entrance for all staff and employees (handheld or thermal camera. 37.3 temperature. Stay at home!).
- Mandatory use of face masks while being on campus (with the exception of Early Years students).
- No parents allowed at drop off/ pick up.
- Parents are allowed by appointment.
- School drop-off, pick up and recess will be staggered to avoid crowding.
- Number of students in the classroom will be 10 to 15 at most. Desks and chairs will be spaced. Classrooms will be well ventilated.
- All classrooms are to be sanitized and disinfected several times a day including before students arrive and after they leave at the end of the day (toys, doorknobs, light switches, smart board, laptop and tablet surfaces, tables and chairs, etc.).
- All playground equipment and other common spaces are to be sanitized and disinfected before and after use.
- All WCs are to be sanitized throughout the day (especially after each student uses the stalls).
- Water and soap stations to be placed strategically in a way to allow access to all.
- Hand sanitizer dispensers to be added at the entrances of offices, classrooms, hallways, gym and in the playgrounds (60% alcohol concentration).
- Designated areas set up to isolate suspected cases.

### Scenarios:

*Scenario #1:* A staff member was found to be infected with the virus.

#### Measures:

- The staff member must inform the school principal, her/his manager and the nurse.
- A search must be done to determine who the person was in contact with at school (bus drivers, bus supervisors, cafeteria staff, cleaning staff and security guards included). The Ministry of Health will help the school trace back to the source.
- Contact staff and students' parents should be informed. A follow up screening of the community would be required.
- The school is to be informed regarding any COVID-19 positive cases.
- Follow up steps will be taken in accordance with the Turkish authorities policies.

*Scenario #2:* A student is infected with the virus.

#### Measures:

- Parents must inform the school principal, the homeroom teacher, and the nurse.
- Same steps as Scenario #1

*Scenario #3: A student or a staff's family member is infected with the virus.*

Measures:

- The school must be informed.
- Contact tracing will be followed and a 14-day period of quarantine will be required (as per government procedures and medical advice).
- Same steps as scenario #1

***Protocols and Safety measures will continue to be updated to align with the Turkish authorities COVID-19 policy and health requirements.***