



2021/2022



# COVID-19 HANDBOOK

1ST EDITION

THE INTERNATIONAL DAI SCHOOL

Die Internationale DAI Schule, Palo-Alto-Platz 2 , 69124, Heidelberg

## Introduction

The wellbeing of our students and staff is of paramount importance. Our school has established key health measures to reduce the risk of viral transmission. Be assured that we have taken prudent steps to ensure you and your family have a safe and successful school year.

This document is a guide to protocols and procedures that apply to all community members, including parents, students, teachers and staff. We will be following [Baden-Württemberg COVID-19 guidelines](#).

Circumstances are in constant flux; we ask that you read all advice given and are aware of all procedures to reduce viral transmission.

Any changes to the guidelines will be communicated by the secretary and coordinators. We thank you in advance for your cooperation and help in these difficult times.

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## Frequently Asked Questions

1. We have been on holiday; do we need to quarantine?

*It will depend on where you travelled, as the situation is constantly changing, please refer to the [government's travel advice website](#) and notify us of any plans to travel to red listed countries.*

2. Who decides if the school remains open?

*The school complies with [German government](#) requirements regarding school closures.*

3. Do I have a choice to send my child to school or to learn from home?

*We have 3 models of learning to address the requirements set by the Government. In the event that the school is forced to close, we will consult with the health ministry and follow the regulations set. Learning provisions will be implemented to ensure students can still continue working. At present all students are required to attend school.*

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### 1.1 COMMUNICATION

We review the COVID situation on a daily basis, and any changes will continue to be communicated via the school secretary. If you do have any addition questions you can arrange a meeting with [Mr. Neßler- Mannan](#).

In the event that there are any more significant changes to the school day. A letter will be drafted and sent out to all parents notifying them of our full guidelines. We will be in close contact with the Elternvetreter to arrange a meeting to clarify changes and address initial questions. If requested, we would use Microsoft Teams to arrange an online conference with parents to communicate our position and address any concerns.

We believe that it is important to follow published guidelines and be transparent with parents.

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## 1.2 ATTENDANCE

When school is in session and the German government has imposed no attendance restrictions, all students are expected to attend classes. If quarantine or visa complications occur that may delay your arrival after a vacation, we will work on a case-by-case basis to deliver additional support. Please do note that this will not be able to replace being in the classroom and school community.

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## 1.3 SPORTS LESSONS

We believe that physical activities are an important part of academic life. Sports lessons will continue in the Turnzentrum in Kirchem until otherwise advised. We will continue to follow hygiene guidelines- mask wearing, physical distancing and regular washing of hands. We will, where applicable be following clear guidelines that can be found [here](#).

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## 1.4 CONTINUUM OF LEARNING

The current pandemic will not interrupt student learning at the International DAI School. The school operates a continuum of learning that includes onsite learning, continuous learning and distance learning.

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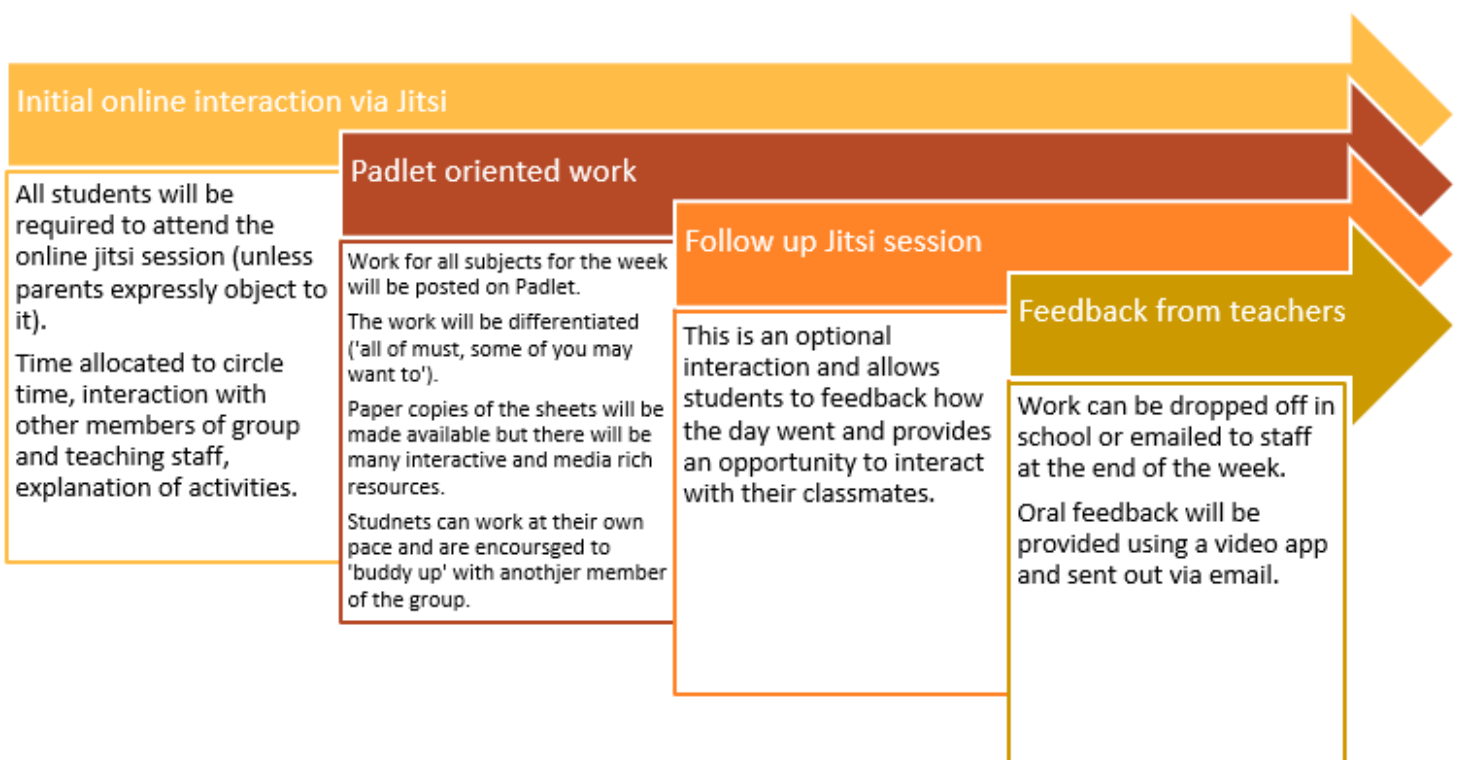
## 1.5 LEARNING MODELS

It was great to be able to start the academic year and our first year together without any disruption. Depending on government advice, over the coming academic year we may need to move fluidly between these learning models as a school. Rest assured that continuity of learning and student development is a priority in all scenarios.

We have devised three possible learning models to face any and all future challenges

1. **In school**  
All students return to full campus learning, facing fewer restrictions.
2. **Blended**  
Fewer students are present in school at one time with the online Distance Learning Plan (DLP) continuing for some or all students.
3. **Distance Learning Plan**  
In the unfortunate event of a local or national increase in infection rate that leads Baden- Württemberg being forced to close schools, the distance learning plan will be initiated for students. If quarantine is required for a class or a large group of the cohort the DLP will be provided for that group.

## The distance learning plan



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## 1.6 ENTRY INTO THE BUILDING

As with government guidelines, we ask that pick up and drop off of students occurs outside of the school building. Staff are always present in the morning to greet families- if parents do need to enter the building, we ask you to wear a mask and limit your movement around the school building.

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## 1.7 HYGIENE

We have increased the cleaning of commonly used surfaces and shared spaces throughout the school day.

All school members should practice regular hand washing, especially after being in contact with shared items or surfaces, physical education classes, and before snack and lunch breaks. In all classrooms there are multiple hand sanitizer stations that students and adults should use throughout the day.

Windows will be opened frequently, both during and between classes, to increase natural ventilation for indoor settings. Classroom doors should also remain open, when possible, to increase ventilation, although it is understood that some lessons and other activities may require doors to be periodically closed.

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## 1.8 MASKS

At this time, **face masks are required while seated in class for Grades Primary and above**. The only exception is when students are seated and eating during break and lunch. In line with government guidelines, all students (along with faculty and support staff) must wear an FFP2 or surgical mask while on campus (unless medically exempt).

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## 1.9 MEALS

Children will remain in their classroom groups during lunch, which may take place in the dining room, classrooms or outside as space permits. We will prioritise the use of the dining room but in the case that additional restrictions apply other spaces may be used. As always parents will be informed of any changes.

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## 1.10 MUSIC AND PERFORMING ARTS

Protocols have been developed by the [Baden- Württemberg](#) government surrounding the use of facilities for curricular activities such as music, band, choir, drama and dance. The

International DAI School will adjust its events and activities to ensure they are aligned with these guidelines.

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### 1.11 PHYSICAL DISTANCING

Physical distancing has been proven to be an effective way of containing the spread of the Covid-19 virus. Whenever possible, students and adults are encouraged to maintain a 1.5-meter distance during school.

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### 1.12 STAFFING

We believe our students benefit from small class sizes and team-teaching learning episodes. We believe that due to the high student- teacher ratio, our teaching model is robust against external changes. In the event that classes cannot be taught due to quarantine requirements, we will explore all options to continue classes and parents will be informed immediately to plan and prepare for further disruptions.

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### 1.13 TESTING

All students, faculty and support staff are required to take a Schnelltest three times per week. Students will be required to test at home and parents must sign the declaration form to acknowledge those students have been tested and have a negative test. In the event that a student has not been tested, the school will test the students- please understand this requires valuable time taken away from our morning classroom rituals. We ask you to please test your children at home.

The advice for students that have been vaccinated is very fluid any changes will be communicated as soon as we hear. Thus far.....

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### 1.14 TRAVEL AND QUARANTINES

Given the fluid international travel that often takes place within our community, we must carefully consider how international travel may impact a student or family's access to the school. Please check the [government's travel advice website](#) regularly and plan all foreign trips with potential impacts on school life in mind.

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## 1.15 VALUABLE RESOURCES

### **Pandemic and medical information**

[Robert Koch Institut Coronavirus Dashboard](#)

[Robert Koch Institut Coronavirus Summary](#)

[Robert Koch Institut Information on international risk areas](#)

[Robert Koch Institut Overview of management and tracking of direct contacts \(DE\)](#)

[World Health Organization Coronavirus](#)

[Government's travel advice website](#)

[German government's COVID advice](#)

### **Resources to help children understand the pandemic**

[Brainpop: Coronavirus](#)

[Child Mind Institute: Talking to Kids about the Coronavirus Crisis](#)

[PBS: How to talk to your kids about coronavirus](#)

[Checker Tobi: Virus explanation video](#)