



Hoof / Principal: Mnr. / Mr. A. Grobler

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6 July 2020

Dear Parent/Guardian

Primrose High School Covid-19 Management Plan

As per the Department of Education, grade 11 learners will return to Primrose High School on the 6th of July 2020. We will still follow a 6 day timetable, gr. 11's will be at school on day 2, 4 and 6. They will receive a new timetable. The gr. 11's will therefore start on Monday day 2. This is a challenging time for all concerned but if school employees, learners and parents work together as a difficult time, will be achieved. The school has been sanitized according to regulation and all Personal Protection Equipment have been received. This will be maintained to give all concerned peace of mind.

The School Management Team and School Governing Body have implemented the following Management Plan:

1. We will strictly adhere to the national regulations in regards to the level of lockdown. Any staff member, learner or parent that does not adhere to the regulations will be asked to leave the school premises immediately.
2. Keeping to the prescribed social distancing (1.5-2 meters) and wearing a mask is mandatory when **any** person enters the school premises.
3. No grade 8-9 learners are allowed. When the Department of Education implements the staggered return to schools, the Management Plan will be adjusted accordingly and all concerned will be notified.
4. All learners must enter the premises in single file through the gate at Mr. Gouw's class where hands will be sanitized. Students will be assisted by the health and safety team, maintaining social distance. Cleaning, sanitizing and testing will take place from 07h00 – 08h00. Gate will be opened at 07h00 and at 08h00 the gate will be closed for security purposes.
5. Classes will commence at 08h10 and finish at 15h00.
6. As stipulated by the department, social distancing of 1.5 meters will be maintained in classrooms. Teachers will change classes. For choice subjects learners will unfortunately have to change classes.
7. Any learner that displays symptoms of the Covid 19 during the day will be isolated in a suitable facility and parents will be contacted to remove their child from the school immediately. It is the responsibility of the parent/guardian to take their child to the doctor. The school needs a medical report from the medical practitioner before the learner will be allowed back at school.
8. Possible infection guideline:
 - In case of a temperature found to be higher than 37.5 degrees Celsius during entry testing, the student in question will be isolated.
 - It should be ensured that all parental or guardian as well as emergency contact information is current and correct as parents will be required to collect the learner in question as soon as possible.
9. Parents and visitors are discouraged to come to the school and are requested to contact the school telephonically or via email. In case of an emergency, an

- appointment must be made with the relevant persons. Approval is dependent on the relevant parties. Approval is depended on the relevant parties.
10. Learners uniforms must be cleaned frequently and school bags, books and stationery sanitised. No borrowing from a fellow student will be allowed.
 11. The Code of Conduct of Primrose High School must be strictly adhered to at all times. Any learner that breaches the Code of Conduct will be asked to leave the school grounds immediately.
 12. There are still tests to be completed due to the sudden school lockdown. These test will be written during school hours on the following dates:
10/07/2020 English HL
14/07/2020 EGD
16/07/2020 Tourism
 13. As per covid-19 regulations regarding social distancing that forbids gatherings the following cannot take place.
 - No extra-curricular activities
 - No prize giving
 14. Please note that any transport to and from school is the responsibility of the parent/guardian. Please ensure that social distancing is adhered to and that a mask is worn by all parties. Learners may not stand in front of the school gates before or after school. They must be collected immediately. Please emphasize the importance of the Covit-19 regulations concerning maintaining of social distance. Learners must never remove their masks even during break.
 15. We urge parents/guardians to pay school fees. The fees pay the salaries of our teachers that are employed by the School Governing Body which ensures that your child receives a high standard of education.

**PRIMROSE HIGH SCHOOL
ABSA BANK – GERMISTON
CHEQUE ACCOUNT 01110440134
BRANCH CODE: 630 142**

**PLEASE FAX OR E-MAIL THE DEPOSIT SLIP OR PROOF OF PAYMENT TO
0865582257 / monique@primrosehs.org
WITH YOUR CHILDS NAME, SURNAME AND GRADE.**

16. Every learner will receive:
 - a parents' letter
 - Protocol for the Covid-19
 - Timetable
 - Travel permit (complete and to be kept)
 - Medical form (must be signed and returned the next day)
 - Registration form (must be signed and returned the next day)

STAY SAIF!

A. Grobler – Principal

G. Barcelos – SGB Chairperson
