

Introduction ..... 3

Government decisions & rules ..... 3

Health, Quarantine & testing (GGD) ..... 4

    Stay home ..... 4

    Testing ..... 4

    quarantine when Tested positive for COVID-19 ..... 4

    Quarantine after contact with someone tested positive for covid-19 ..... 4

    Developing symptoms at school ..... 5

    Quarantine after visit abroad ..... 5

Staff presence & organisation ..... 5

Children’s presence/absence ..... 6

When a class is sent home or school is closed ..... 6

Drop-off and pick-up of children & school times ..... 6

Distance and grouping ..... 7

Face masks ..... 7

Hygienic procedures ..... 7

Other Safety procedures ..... 8

Concerns ..... 8

Appendix: Crisis Management Matrix ..... 9

Appendix: GGD Newsletter ..... 10





## INTRODUCTION

On 31 January the government announced to reopen primary schools on 8 February 2021. The government's Outbreak Management Team (OMT) says young children are not more likely to spread the virus, including the British variant of the virus. Minister Slob considers it important for children's social development that they can go back to school and meet their friends, but also for parents who have been doing the difficult job of working from home and supervising lessons. At the same time, the number of infections is still high, and the new version of the virus is more contagious. That's why the reopening of schools will be in a different format than before the Christmas holiday, and there will be additional restrictions.

We have been cooperating to find a workable situation within the constraints of the Corona virus and (lockdown) measures. Looking at measures as a school, and including a Crisis plan, we are acknowledging that we need to think differently about our learning priorities when responding to challenging circumstances.

In this plan we elaborate the basic agreements for OIS from 8 February onwards, to be considered as Phase 3 of the Matrix with risk level indicators suggesting broad scenarios in the evolution of a coronavirus event, in appendix A. In the week of 1 March, the school will determine how to proceed on 8 March, depending on the situation at that moment.

Our decisions are made within the framework and information from the government, RIVM, PO council (the sector organization for primary education in the Netherlands), GGD and our school board. Also, this plan has been made in agreement with the PC. The government has explained how schools should arrange the reopening of schools, mandatory measures to take and gave urgent advice on matters, in a service document of 3 February 2021. The PO council worked that out in a protocol of 3 February 2021.

These are strange times, and we will rely on the support of the whole community to make this work. We have excellent and committed teachers and support staff who, as always, have our students' best interest at heart.

## GOVERNMENT DECISIONS & RULES

The government has decided the following. These decisions are elaborated in the rest of the document.

- \* All children in (special) primary education will go back to school from 8 February 2021
- \* A school is open unless infections or a risk of infections gives cause to closure (advised by GGD) or the school cannot organise teaching because of a lack of teachers (in quarantine or sick). In case a school is closed, they go back to online teaching as much as possible. School closure needs to be reported at the Inspectorate of Education
- \* After-school care will remain closed because this would lead to extra contacts between children; an exception will be made for emergency care for parents working in a crucial profession
- \* There will be a stricter test policy, quarantine policy and track and trace amongst children. If a child or teacher tests positive for Corona virus, the entire class and all close contacts must go into quarantine for a period of 10 days. To make the quarantine shorter, adults and children can get tested after 5 days if they have no complaints
- \* Primary schools will also make more use of fast testing
- \* Children and staff should be 'mixed' as little as possible, so we need to create 'bubbles' within our school environment
- \* The staff at the school do need to keep a distance of 1.5 metres from each other, and this is not necessary from the pupils
- \* Pupils do not have to keep a distance of 1.5 metres from each other
- \* Staff and pupils must abide by stay home, health and quarantine rules of RIVM
- \* Children returning from a trip from orange/red area must, like adults also be quarantined for 10 days, even when tested negative



## HEALTH, QUARANTINE & TESTING (GGD)

GGD (JGZ) will be responsible and first point of contact regarding 'medical' aspects of Covid-19, e.g., quarantine rules, testing. In a separate letter 'GGD Corona newsletter 1 February 2021', in appendix B, GGD explains the procedures. We must report confirmed infections to GGD, in case the school has not been approached by GGD yet. GGD conducts a track and trace.

All regulations and advice mentioned below apply to **all persons at school**, which includes children from 4 – 12, older children and adults. For children of 0 – 4 years old restrictions are slightly different<sup>1</sup>.

### STAY HOME

All persons must stay at home (or go home immediately):

- \* if the person has nose cold complaints (such as runny nose, sneezing, sore throat), a cold, a fever, is short of breath and/or is (more than occasionally) coughing (with the exception of chronicle asthma or hay fever without fever or shortness of breath)
- \* if the person lives with someone who, in addition to mild complaints consistent with COVID-19, also has a fever and/or shortness of breath
- \* if the person is a housemate of, or has been in close contact (contact of more than 15 minutes at a distance of less than 1.5 meters, e.g. a class mate) with, someone with a confirmed COVID-19 infection
- \* if a person is going to be tested and/or is awaiting the test result

Below is stated how long this stay home period lasts.

### TESTING

Testing of all persons is urgently advised if:

- \* the person has nose cold complaints, a cold, a fever, is seriously ill, has a loss of taste or smell and/or is short of breath
- \* there is an indication in the context of a track and trace
- \* the person is part of an outbreak investigation

All who are tested stay at home until the results are known.

### QUARANTINE WHEN TESTED POSITIVE FOR COVID-19

When a person has tested positive for COVID-19, he/she must stay in isolation at home for at least 7 days and recover. The person is only allowed to go back to school when he/she - after these 7 days - has had no symptoms for 24 hours<sup>2</sup>. When this person has a lowered resistance, he/she can end quarantine if he/she has had no symptoms for 24 hours and at least 14 days have passed since she/he got ill. Staff has priority for testing facilities. This applies for staff whose absence would jeopardize the continuity of education.

### QUARANTINE AFTER CONTACT WITH SOMEONE TESTED POSITIVE FOR COVID-19

When:

- \* someone in the person's household- additional to mild COVID-19 symptoms - also has a fever above 38° C and/or shortness of breath; or
- \* someone in the person's household has been tested positive for COVID-19; or
- \* when the person has been in close contact (contact of more than 15 minutes at a distance of less than 1.5 meters; e.g. a class mate) to someone who has tested positive

the person stays at home in quarantine for up to 10 days after the last close contact with that person. From the 5<sup>th</sup> day<sup>3</sup> of this quarantine the person can be tested and can end the quarantine if the test is negative. He/she must monitor his/her health closely and avoid contact with vulnerable people up to 10 days. When the person stays in close contact with this infected person he/she must stay home until 10 days after the infected person is allowed to end the quarantine.

---

<sup>1</sup> Children of 0 – 4 years are allowed to go to day care with nose cold complaints and occasional cough. When complaints deteriorate or the child has a fever the child has to stay home and is advised to be tested. When the child is not tested he/she can go back to school when he/she is 24 hours without symptoms, with a maximum quarantine of 7 days after the first day of sickness

<sup>2</sup> With symptomatic infections, the contagious period starts 2 days before the start of the symptoms, and ends when the person is free of symptoms for 24 hours and at least 7 days after the start of the symptoms. For close contacts the quarantine period of 10 days includes incubation time

<sup>3</sup> The time between an infection and the moment people develop complaints is usually 5 days. Because of that people have to wait at least 5 days to be tested



## DEVELOPING SYMPTOMS AT SCHOOL

When a child develops symptoms during the day, he/she goes home and needs to be picked up immediately by a parent/carer. We as a school will be very aware of symptoms, in which our BHV colleagues are leading. The child will be removed and made comfortable until the parents arrive to collect the child. If a child is sent home or absent due to illness, also siblings must go home/stay at home.

## QUARANTINE AFTER VISIT ABROAD

Everyone, also children, who travel back to the Netherlands from abroad gets the urgent advice to go into home quarantine for 10 days upon return and cannot come to school. From the 5<sup>th</sup> day<sup>4</sup> of this quarantine the person can be tested and can end the quarantine if the test is negative and he/she is free of any symptoms. He/she must monitor his/her health closely and avoid contact with vulnerable people up to 10 days. Based on a school's duty of care for school safety the school is allowed to send away anyone who does not abide by this advice.

## STAFF PRESENCE & ORGANISATION

Employees who belong to the 'at-risk group' (according to RIVM guidelines) can be exempted from work at school and are to work from home. This is a choice of the employee in agreement with the employer. Medical information is not shared with the employer or colleagues. A staff member who is pregnant for 28 weeks or more has to keep distance of 1.5 meters to everyone including children. Usually this leads to online learning in this situation.

When a teacher is **sick** this teacher doesn't work. In that case children of his/her group stay home and there is no learning. In contrary to our ERP plan, we do not work with substitute teachers; also, children won't be divided over groups because of the higher risks of contacts. In case of a prolonged absence of a teacher, we will provide adapted online learning. When a teacher is **in quarantine**, this teacher works from home and the children have online learning from home. When teaching assistants or specialist teachers are sick there is no replacement. In case a specialist teacher is in quarantine, these lessons will be held online. See further: When a class is sent home or school is closed.

To limit the contacts and avoid classes to be sent home, we assigned teaching assistants – who often work in more groups – to only one dedicated group, based on the educational needs of groups. They continue doing their supervision during outdoor play as usual whilst keeping 1.5 meters distance from all persons including children.

Our specialist teachers, Dutch as additional language and Music, will work from home and provide online lessons whilst the teacher will be with the children in the class. Lessons of English as Additional Language (EAL) support groups will be held online. For PE we follow the guidelines of an additional protocol for physical education (within the framework of the service document of the government). PE lessons can continue, preferably outside, but they are also allowed inside. The teacher will keep a distance to children of 1.5 meters to her best ability. When the weather allows this (also with snow), we will have our PE lessons outside. When the weather doesn't allow it, we have either online PE lessons or PE in the gym, depending on the availability of the gym at that moment. The Braambos gym is not available now. To avoid moments of contact between groups whilst dressing/undressing in the dressing room, parents are requested to have their child already dressed in PE clothes on PE days (also suitable for PE outside); see Other safety procedures for more information.

We limit the number of adults in the building. The speech therapist will not work from school. We postponed the trainees planned for this term from Stenden international teacher education (Pabo). There will be no volunteering parents in the building, which also means the library will be closed. One member of management will be present each day. The presence of other support, Admissions, PR & Communications, EAL specialist, school counsellor, will be very limited. All staff visit classes as little as possible.

---

<sup>4</sup> The time between an infection and the moment people develop complaints is usually 5 days. Because of that people have to wait at least 5 days to be tested



## CHILDREN'S PRESENCE/ABSENCE

When children are not sick or in quarantine they need to be at school. The 'leerplicht' (mandatory school attendance) from the Inspectorate of Education is in force. As usual we must inform our truancy officer in case a child is absent without authorization. Not only school is mandatory, because the decision of the government is based on research that shows that children play only a minor role in the transition of the virus, supported by the efforts we put into creating a safe environment, we are very confident children will benefit from coming to school. Staying at home, aware of the fact that their classmates are at school, will have impact on those children staying at home.

Children who belong to a risk group or whose family members belong to a risk group can be exempted from physical education, in agreement between parents, school management and the family doctor.

There are a few children who haven't been able to travel back to the Netherlands or might be in quarantine. As a rule, we don't combine teaching at school and online teaching for these children. However, in individual circumstances teachers will do their best to provide some online assignments and small check-ins with those children.

## WHEN A CLASS IS SENT HOME OR SCHOOL IS CLOSED

Very different from previous situations it's likely now that groups will be sent home or schools may be closed for a time. In case of infection all who have been within 1.5 meters for more than 15 minutes are considered to be a close contact, and need to go in quarantine for 10 days. To make the quarantine shorter, children/adults can get tested after 5 days if they have no complaints. If the test is negative they can return to school.

When there is an infection at school, the school, parents, and children follow the instructions of GGD. The school must abide by the privacy rules when they communicate about infections. The school works together with GGD and arranges permission, involvement, and presence of parents during testing.

In case of a class being sent home, or the school being closed because of an infection we switch back to online learning if the teacher(s) is/are able to work. In case the teacher is sick there is no home learning for that class during the period of sickness (see Staff presence and organization). To remain flexible some platforms will be used in class. The school will prepare for starting up education at school after a period of online learning. Children will not all return at the same time (quarantine time can be different and is depending on being tested or not).

In case classes need to stay home, we will use the class parents' app for fast notification and we will send a Parro message at the same time. We might have a situation that we only know by 7.30 am that a teacher is absent.

In case the school is closed, the school has to provide emergency care for parents who work in a crucial profession. Parents are urgently requested to try to arrange care at home as much as possible.

## DROP-OFF AND PICK-UP OF CHILDREN & SCHOOL TIMES

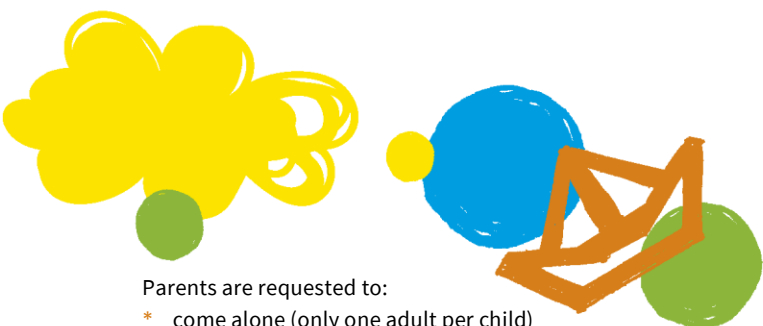
To limit contact between children and parents we are urgently advised to stagger the beginning and end times.

The start time of the school is already staggered since we have a **walk-in from 8.00 – 8.15** in the morning. We request parents to make sure their child is no earlier than 8 am at school or will maintain distance with other children, while waiting for the doors to open.

To stagger the **end time**, children will walk out of the school at different times per Milepost:

- \* 1.45 Early Years
- \* 1.50 MP1
- \* 1.55 MP2
- \* 2.00 MP3

*EY: groups 1*  
*MP1: groups 2,3*  
*MP2: groups 4,5*  
*MP3: groups 6,7*



Parents are requested to:

- \* come alone (only one adult per child)
- \* be in front of the school at the right time slot (not too early and not too late)
- \* keep a distance of 1.5 meters
- \* wear a face mask
- \* leave immediately once their child(ren) has/have come out
- \* to let their child(ren) walk independently into the building and stay outside of the wooden platform

Government advises children of group 7 to come to school independently, in our situation only when possible since some families live further away from the school.

For both walking in and walking out we use the same **entrances** as before:

**MP1 and MP3:** main entrance  
**EY and MP2:** second entrance

## DISTANCE AND GROUPING


- \* Adults always maintain a distance of 1.5 meters from each other
- \* Between adults and children keeping distance is not necessary
- \* Groups are kept separate (not mixed); an exception are children of Early Years who are considered as one group considering the different restrictions of children below 6 years old and our small groups and shared learning environment
- \* During playing outside children of different groups are kept separate
- \* Within our upper groups (5 and up) children sit together in fixed groups as much as possible
- \* EAL groups are taught online
- \* There are no gatherings of staff also not during breaks; there is only 1 person allowed in the kitchen
- \* All activities and meetings (internally and externally) are held online, e.g., meetings, study days, parents' evenings
- \* While walking through the school and working in the halls teachers and their groups are mindful about not mingling with other classes.

## FACE MASKS

- \* Staff wear face masks in all school areas outside their classroom (no transparent shields)
- \* Staff can choose to wear a facemask (or transparent shield) in their classroom
- \* Teachers and children of group 7 are strongly advised to wear a facemask unless they are seated at their own table
- \* Children can wear facemasks if parents would wish so
- \* Parents who bring and pick-up their child(ren) are requested to wear a facemask outside.

## HYGIENIC PROCEDURES

- \* Children and all adults wash their hands immediately after entering the building, before lunch, after playing outside, visiting the toilet, before and after a PE lesson, thoroughly and at least 20 sec.
- \* We cough and sneeze in our elbow.
- \* We use soap and paper towels which are thrown away immediately after use in the paper bin as an alternative (where there are no soap dispensers) we have disinfecting gel.
- \* Extra cleaning during the day of handles, contact points, toilet flushers, stairway bannisters
- \* Cleaning of learning/playing materials, devices, working places after use by teachers/TA's; Chromebook are always cleaned before putting them back in the cart.
- \* We ventilate the classroom properly; more times per day we open windows and doors opposite to each other for 10-15 minutes (when there are no people inside)
- \* We leave doors open as much as possible so that the door handles need to be touched as little as possible
- \* No shared use of computers or screen by staff
- \* We provide children as much as possible with their own materials

- 
- \* We request parents to provide food and drink that can easily be 'consumed' without assistance (no troublesome cups/beakers or lids, but cartons, prepared fruit; note; when hot food is placed in a plastic container, it usually is very difficult for children open it later the day)
  - \* Children are not allowed to share food or drinks

## OTHER SAFETY PROCEDURES

- \* We request parents to have their child wear PE clothes on days they have PE. When the weather allows it, we have PE outside, also in case of snow; and otherwise, we have either PE online or in the gym. Please dress your child weather appropriate (e.g., sport pants, cardigan/sweater, snow boots/sneakers)  
Schedule - Mo: groups 3, 4, 5, 6; Th: groups 2, 4, 5, 7; Fr: groups 1, 2, 3, 6, 7
- \* For students in Early Years: should a young student have a toileting or soiling incident at school during this time of Corona, teachers will contact the parents to collect the child, this an occasion where if a child is not completely 'potty-trained' that pull-up nappies/diapers are recommended
- \* Toilets have been allocated to specific groups
- \* All special activities in which children of more groups or adults are together are cancelled or held online, e.g., school trips, school assemblies, learning celebrations, entry and exit points with parents
- \* Library will be closed; no books are sent home
- \* No after school activities
- \* No volunteers in the building
- \* No tours for prospective parents; only a small tour for children starting new to our school after school time
- \* Parents are not permitted in the school. We ask parents to respect the 1.5-meter distancing outside school; meetings are held online
- \* We avoid having visitors as much as possible, e.g., intakes through Skype; an exception can be made for example for necessary maintenance to the building
- \* We do a health check when people enter the building
- \* We register presence, absence per day
- \* We must respect law privacy rules in communication about infections and registering data

## CONCERNS

There could be concerns you have about your situation, which you rather not discuss openly. We have an allocated teacher to support parents, staff, and pupils with confidential issues. This person is an independent person and respects privacy. Our confidential person is Mrs. Katarzyna Zalewska. Contact should be made preferably via email: [katie.zalewska@sopoh.nl](mailto:katie.zalewska@sopoh.nl)

Now that children are in an uncertain situation, and a have a different structure of school life, behavioral or emotional problems might arise. The main contact person for parents and children remains the classroom teachers (from the triangular relationship between child, parents, and teacher). Ilma Futselaar, our ad-interim school counsellor, is in touch with all teachers frequently and teachers can contact her in case of questions. Our school coach can also be reached directly by parents on a confidential base: Glennis Windroll, 06 20809394, [g.windroll@altra.nl](mailto:g.windroll@altra.nl)

If you have any medical questions about Corona or questions about your child's health you can consult our school doctor Mr. L. van den Broek of GGD. The GGD can be reached on weekdays from 08:30-12:30 and from 13:00 to 17:00. Their telephone number is 023 789 1777 or email [frontofficejgz@vrk.nl](mailto:frontofficejgz@vrk.nl). The email of our school doctor is [lvandenbroek@ggdkenemerland.nl](mailto:lvandenbroek@ggdkenemerland.nl)



## APPENDIX: CRISIS MANAGEMENT MATRIX

Risk Level	School Access	Class Organization	Education	Monitoring progress, testing, reporting	Field trips, sport events, after school activities, visitors
Level 1 Low risk	Students & staff stay at home when flu symptoms occur. Normal hygiene and safety according to Safety policy	Regular organization	Regular school programme according to Educational profile	Regular monitoring, testing, and reporting according to Monitoring & Assessments policy	All regularly scheduled activities allowed according to Year calendar
Level 2 Moderate risk	Students & staff stay at home when they or a family member have Corona or cold symptoms until they are fully recovered for 24 hours. 1.5-meter distance between adults and between adults and children. Specific safety and hygiene procedures. No visitors are allowed (online appointments)	Normal class organization: All children at school all days. Solely school learning (no distance learning)	Regular school programme according to Educational profile	Regular monitoring, testing, and reporting according to Monitoring & Assessments policy	All suspended
Level 3 Medium risk	Students & staff stay at home when they or a family member have Corona or cold symptoms according to RIVM guidelines. 1.5-meter distance between adults. Specific safety and hygiene procedures. No visitors are allowed (online appointments)	Adapted organization: Classes kept separately. Switching to online learning in case of infections for a group or school. Specialist lessons online (except PE).	Adapted immediately after a period of online learning: focus and check of understanding on key skills. Consolidation when needed and new learning according to Educational profile	Intensive monitoring to check understanding after period of online learning and to differentiate and adapt learning. Testing, and reporting according to Monitoring & Assessments policy	All suspended
Level 4 High risk	School is closed		Only distance learning	No monitoring. No (standardized) assessments No use of Classroom Monitor. No reports	All suspended

## CORONA Newsletter 1 February 2021

### For childcare, primary schools, secondary education, and school boards

#### Content:

1. Adapted national policy close contacts for schools, nurseries and after-school care
2. Ventilation
3. Contact information
4. Reading newsletters

#### 1. Adapted national policy.

*More than 15 minutes within 1.5 meters of a Covid-19 infected person? Then you are in close contact, this also applies to children.*

#### What's new from January 26th?

- For young and old, now: More than 15 minutes within 1.5 meters of a person infected with Covid-19? Then you're in close contact.
- This now also applies to **children** in school and childcare.
- In the case of an infection detected, all persons who have had close contact with this infected person will be quarantined for 10 days. You get tested for complaints. To make the quarantine shorter, you can get tested after 5 days if you have no complaints. Children returning from a trip from orange/red area must now also be quarantined.

#### Purpose?

- Both infections by children and also of the more contagious British Covid-19 variant prevent as much as possible
- Prevent infections by children as much as possible

The agreements are:

- Adults keep 1.5 meters apart. Children aged 12 and over keep 1.5 meters away from each other and from adults at school

For children under the age of 12, these distance rules do not apply, but children in this age group who are in close contact with an infected person should be quarantined.

*Note for childcare and primary education, a whole group is quickly eligible for quarantine*

What happens if a child or employee is infected?

1. The Director and the JGZ team of schools shall receive the report of an infection through an employee of the Source and Contract Investigation (BCO).
2. The BCO employee, together with the director/group leader, will find out which children/persons are close contacts.
3. The principal/person of school shall ensure that the information letters are disseminated to the contacts not close.
4. School passes on the contact details of the close contacts to the BCO employee (name, date of birth and telephone number). NB: After school/reception first asks parents/carers of pupils for the transmission of their contact details.
5. The BCO employee will contact the close contacts by telephone and explain the quarantine and the possibility to test on day 5.
6. In the case of 3 or more infections in a group, the BCO (nurse or doctor) agrees with the school on the outbreak investigation and further policy.
7. In case of one or two infections in a group, the primary care of the junior doctor may be contacted. Also, for preventive handles



On 26 January, this updated national policy was published by LCI.RIVM

- [Handouts contact and outbreak study COVID-19 in children \(0 to 12 years\) | LCI guidelines \(rivm.nl\)](#)
- [Handouts contact and outbreak investigation COVID-19 in children \(13 to 18 years\) \(VO\) | LCI guidelines \(rivm.nl\)](#)

Policy developments sometimes follow each other quickly. If there are any significant changes to this policy, we will send a new newsletter. Practical information can be read on the RIVM website. After every press conference, see if anything has been changed. [Education and childcare | Coronavirus COVID-19 | Rijksoverheid.nl](#)

## 2. Ventilation

For your information. The Specific Ventilation In Schools Allowance (SUVIS) is a benefit for municipalities to improve the indoor climate of existing school buildings. It is mainly about financing construction and installation costs.

Municipalities can submit the application from 4 January 2021 to 30 June 2021.

- [Specific benefit ventilation in schools \(SUVIS\) | RVO.nl | National](#)
- <https://www.vo-raad.nl/nieuws/ventilatieregeling-gepubliceerd>
- [360 million for improving ventilation in schools | News | Rijksoverheid.nl](#)

## 3. Contact information for questions about Covid – 19

Customer Contact Center call center, corona:

General health questions related to corona can be asked at the KCC call center. They can be reached by telephone on 023-789 1631 from Monday to Friday from 8.30am - 8pm and Saturday and Sunday from 10am - 5pm.

## 4. Read?

On the GGD website there is a page [Schools and corona](#). There is general information for schools, pupils, and parents. For example, about what to do if there is an infection at school. On this page there are sample letters for parents and teachers. The newsletters can also be read here.