

Marie d'Orliac Primary School

Addendum to the Vademecum relating to the welcoming of pupils back at the Primary schools

September 2020

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INTRODUCTION

General framework

As part of the “Vademecum relating to the welcoming of pupils back at the Primary Schools” of the Lycée Français Charles de Gaulle, this addendum describes the specific measures that have been adopted for the Marie d’Orliac Primary School.

The purpose of this addendum is to detail these measures while taking into account the following specificities:

- conditions of access to the school
- weekly schedule
- specific features of the school spaces (buildings, playground, staircases, etc.)
- partnership with Holy Cross
- programs with additional English courses and bilingual program on a parity basis

The measures that have been adopted will be monitored and will be amended if needed. Evaluation and adjustment are and will be the result of regular consultation with the various representatives of the school community and with Holy Cross. They will also depend on developments in the recommendations issued by local authorities.

The terms contained in this addendum are based on the sources of information on which the principles of the September back-to-school process are built:

- *Guidance: Full opening school from 7 August 2020*
- *Guidance: Face covering in school from 26 August 2020*
- *Coronavirus (COVID-19): implementing protective measures in education and childcare settings*
- *Vademecum établissements (Agence pour l’Enseignement français à l’étranger)*

ORGANISATION OF BUBBLES

Bubbles have been set up by taking into account class levels and the geographical location of classrooms in the building.

Bubble 1 : PS – MSC – GSC

Bubble 2 : MSA – MSB – GSA – GSB

Bubble 3 : CPA – CPB – CPC – CPD

Bubble 4 : CE1A – CE1B – CE1C – CE1D

Bubble 5 : CE2A – CE2B – CE2D – CM1D

Bubble 6 : CM1A – CM1B – CM1C – CE2C

Bubble 7 : CM2A – CM2B – CM2C – CM2 D

ARRIVALS AND DISMISSALS

Staggered arrivals of pupils by bubbles

- The arrivals of pupils are staggered by bubbles. People who are waiting outside the school will respect social distancing measures. School staff regulate the entry of pupils (and of parents of preschool (*maternelle*) pupils) to ensure that social distancing is observed.
- Pupils must be dropped off at the time indicated for their bubble. It is not possible to drop off siblings at the same time if they are part of different bubbles.
- Parents are not allowed to enter the school buildings at any time. It is extremely important to respect the arrival schedule: the opening slot per level lasts 10 minutes. In between each school welcoming phase, the school gate is closed and reopens only at the time indicated for the next group.
- In the event of a significant delay after the gates have closed, families will have to call the *secrétariat* so that an adult can come and pick up the child outside the school. Families will be asked to book medical appointments for their child outside of their time at school, to the extent possible.

Arrival of preschool (*maternelle*) pupils

- Parents of *maternelle* pupils accompany their child by following the circulation system that has been established, at the time indicated. Once their child has been dropped off, they follow the direction of traffic leading them to the exit.
- The pupils go directly to their classroom, where they wash hands as soon as they arrive. During the first week of the new school year, pupils go to the dedicated area for their class where an adult is waiting for them. When all the pupils are here, the group is taken to their classroom.
- It is important to leave the premises as quickly as possible so that each bubble can get into the school within 10 minutes.

Arrival of elementary school pupils

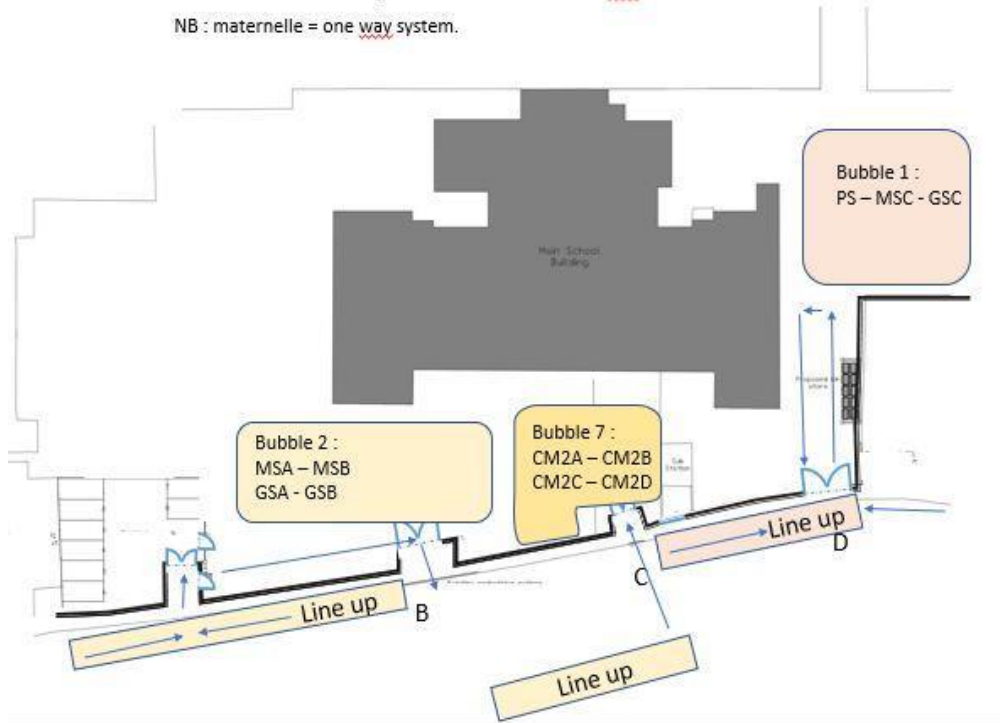
- Parents are not allowed to enter the school grounds anymore. They drop off their child at the designated gate for their child's bubble, at the indicated time.
- The pupils go directly into the building and go to the sanitary facilities on their floor to wash their hands before entering their classroom.

School dismissal procedures

- Pupil departures are staggered by bubbles.
- Indicated times correspond to the time when children should be collected at the applicable meeting point.
- Parents are not allowed to pick up their child during the day, except if this has been expressly requested by the school for health reasons.
- Families will be asked to book medical appointments for their child outside of their time at school, to the extent possible.
- Teachers accompany their pupils to their dedicated area. Parents follow the one way traffic system that has been established. Each pupil goes to his/her parent after the teacher has identified the parent. Each child and their parent exit through the indicated gate.

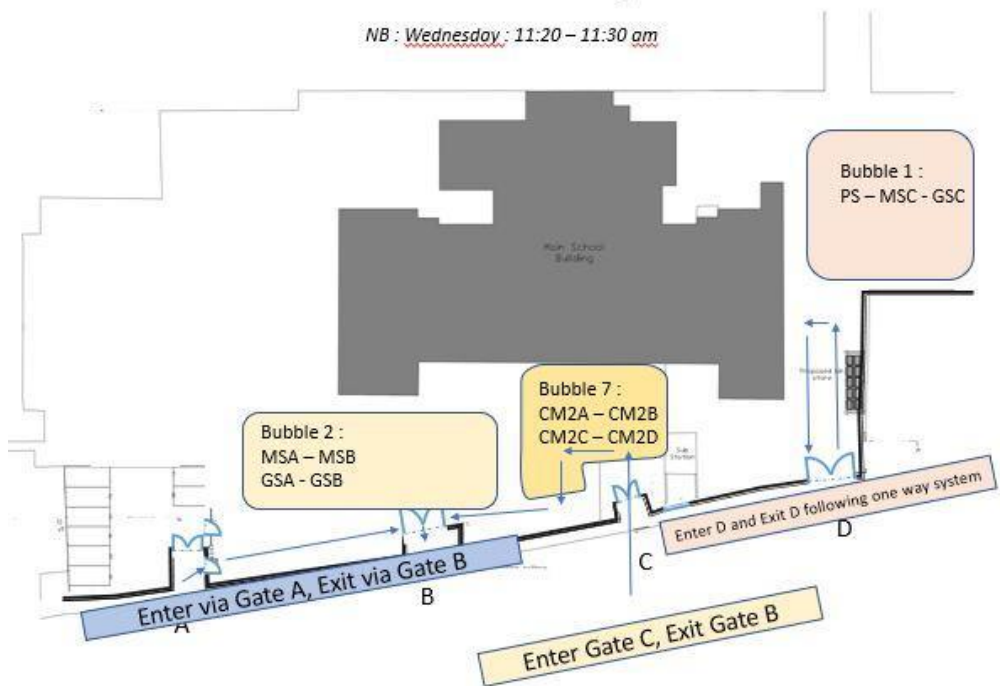
Entry time 1 : 8:10 – 8:20 am

NB : maternelle = one way system.

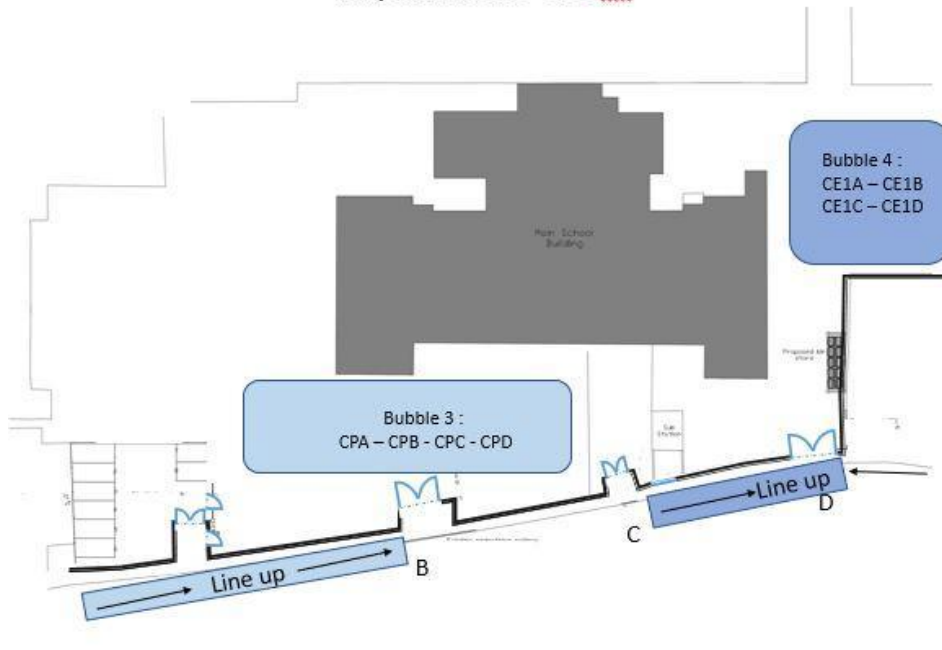


Exit time 1 : 3:05 – 3:15 pm

NB : Wednesday : 11:20 – 11:30 am

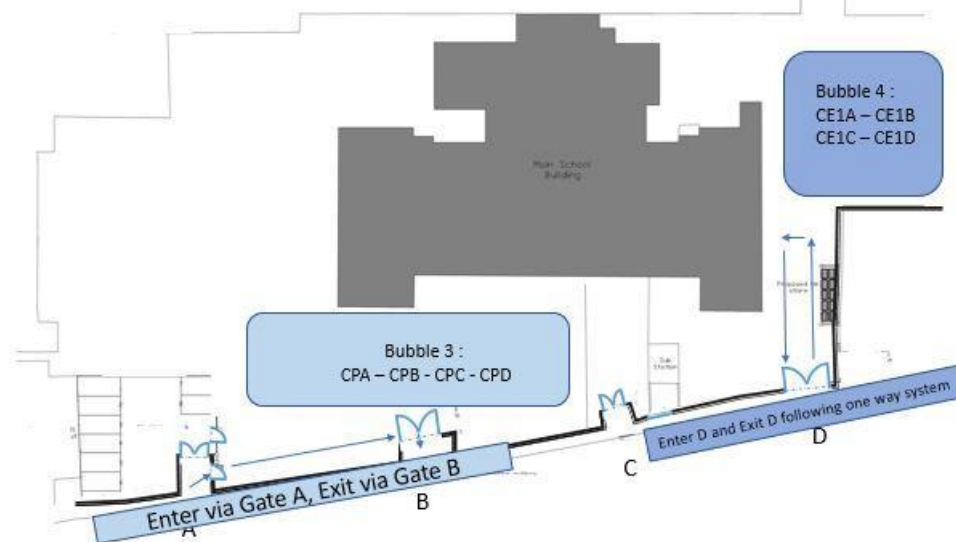


Entry time 2 : 8:25 – 8:35 am

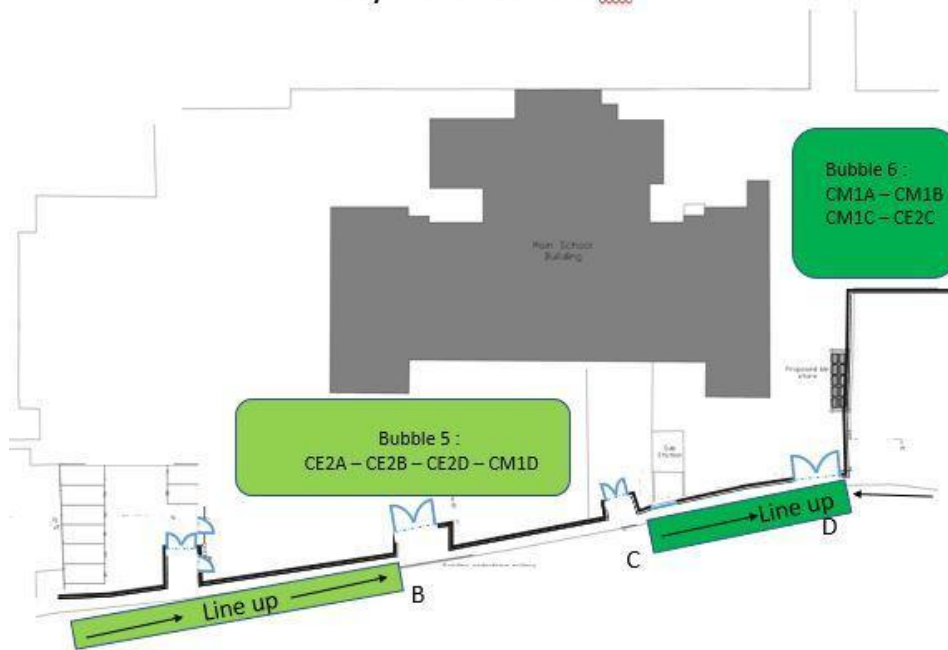


Exit time 2 : 3:20 – 03:30 pm

NB : Wednesday : 11:35 – 11:45 am

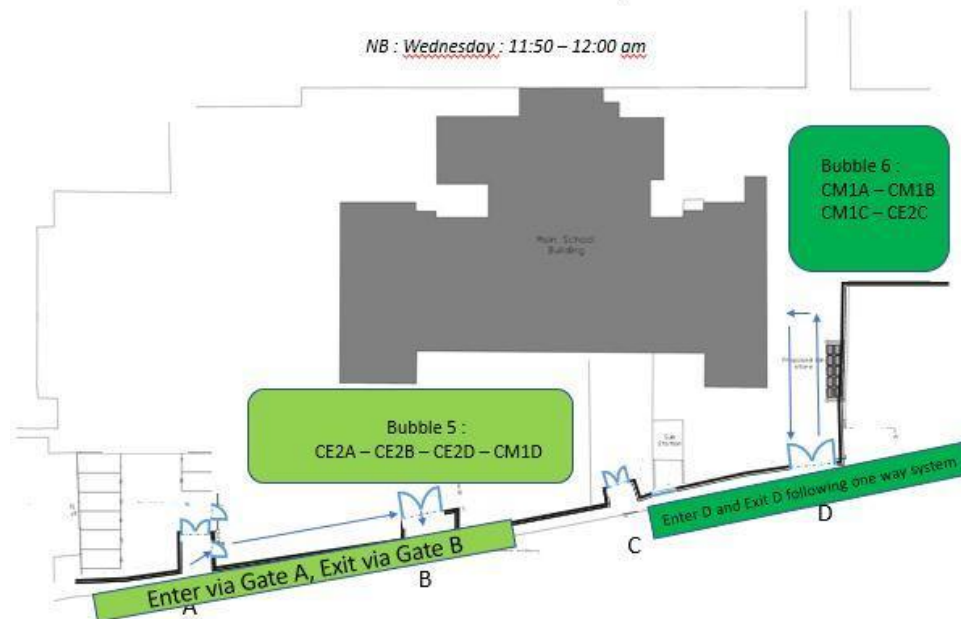


Entry time 3 : 8:40 – 8:50 am



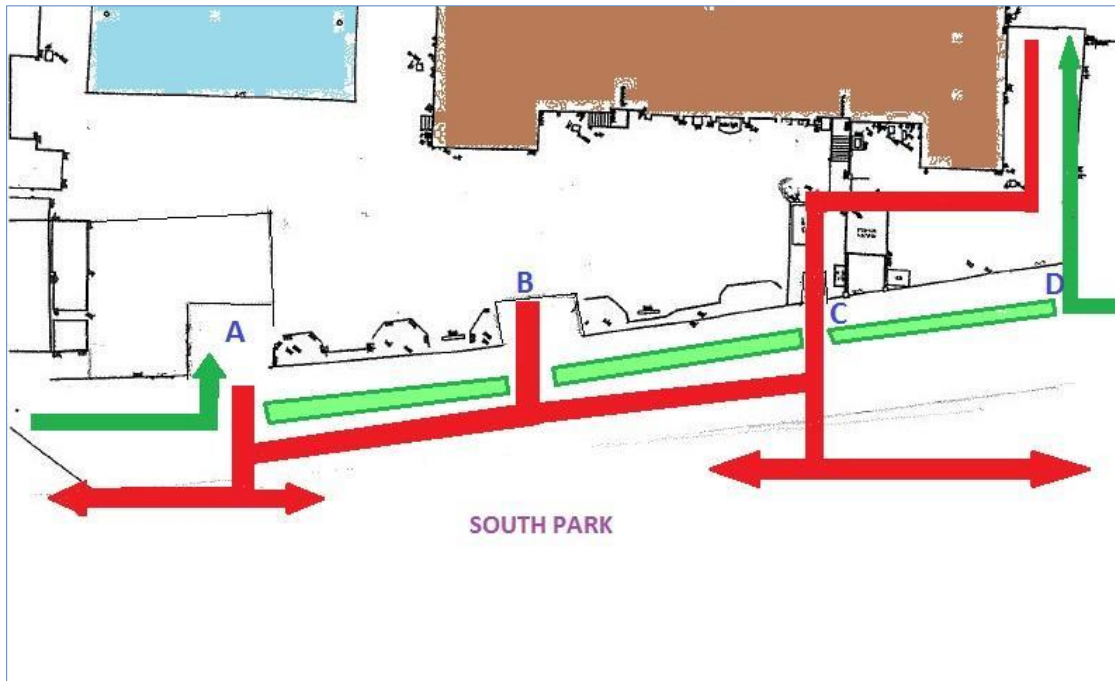
Exit time 3 : 3:35 – 03:45 pm

NB : Wednesday : 11:50 – 12:00 am



Direction of pedestrian traffic around the school

In order to streamline as much as possible the pupil drop offs and collections at the times indicated, parents will use the pavement next to the school for drop offs, and cross Clancarty Road and use the pavement on the South Park side to leave the school.



Travelling to school

- To the extent possible, it is recommended that families walk to school. The use of bicycles and scooters for leisure purposes should be limited and should be reserved for families who have no other choice to come to school.
- If you have to use a bicycle or scooter in order to avoid using public transport, such bicycle or scooter should be left in the area that has been designated for each bubble.

ORGANISATION OF SCHOOL LIFE

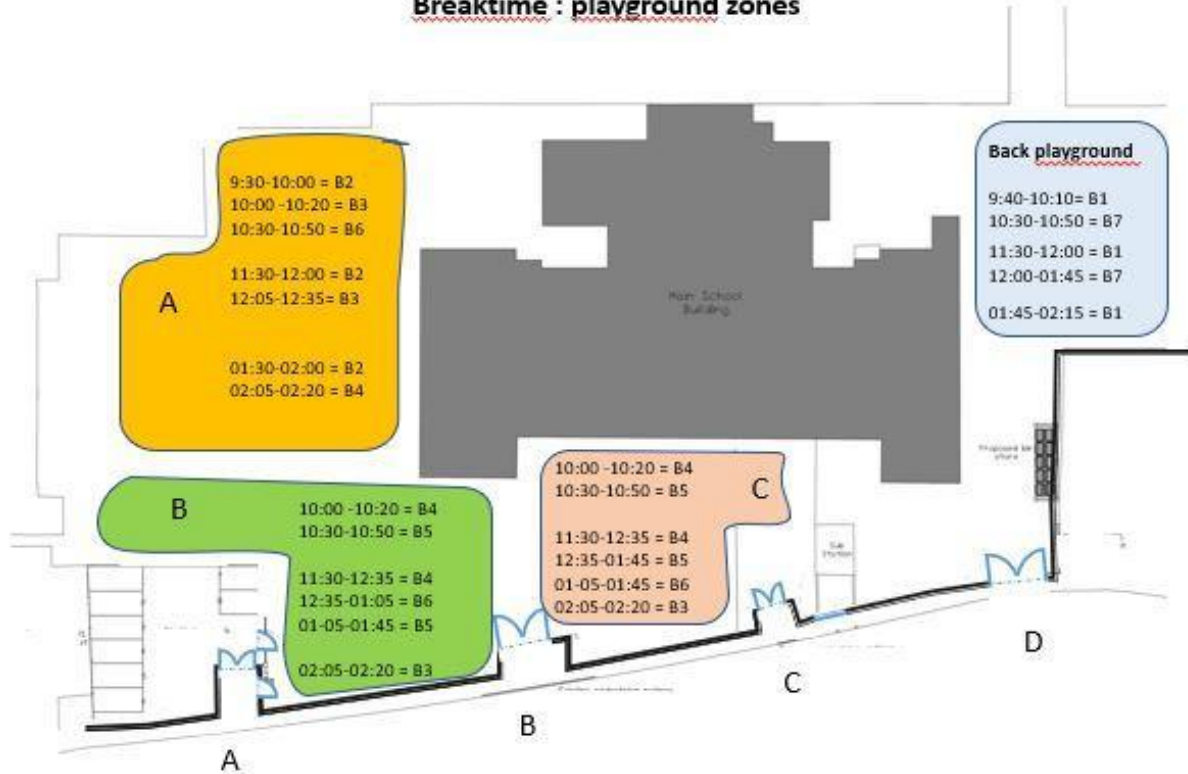
School meals

- A school catering service is provided on Mondays, Tuesdays, Thursdays and Fridays. Meal times are organised to allow bubbles to not cross in the refectory. Menus are simplified all bubbles can be served a meal and spaces can be cleaned between each bubble in the allotted time.
- As the current logistical and health constraints do not allow it, there is no school catering service on Wednesdays for pupils enrolled by the Lycée. As soon as these constraints are lifted, school catering will be provided again on Wednesdays and will be compulsory.

Break time adjustments

- Break times will be staggered. Each bubble has a designated area that is supervised by a designated referent adult for the class.
- Before and after each break in the playground: children will go to the toilet, and wash hands.
- The use of toilets during breaks will not be allowed
- Preschool (*maternelle*) children will not be allowed to go to the toilet alone. <<

Breaktime : playground zones



	Bubble 1 PS – MSC - GSC	Bubble 2 MSA – MSB – GSA – GSB
Drop off : 8:10 – 8:20 am	Back <u>playground</u>	Main <u>playground</u>
Break :	9:40 – 10:10 am Back <u>playground</u>	9:30 – 10:00 am Zone A
Lunch : 11:00 – 12:00 am	Back <u>playground</u>	Zone A
Break :	01:45-02:15 pm Back <u>playground</u>	01:30-02:00 pm Zone A
Pick –up : 03:05 – 03:15 pm	Back <u>playground</u>	Main <u>playground</u>

	Bubble 3 CPA – CPB – CPC - CPD	Bubble 4 CE1A – CE1B – CE1C – CE1D
Drop off : 8:25 – 8:35 am	Main <u>playground</u>	Back <u>playground</u>
Break : 10:00 – 10:20 am	Zone A	Zone B+C
Lunch : 11:30 – 12:35 am	11:30-12:05 : <u>Canteen</u> 12:05-12:35 : Zone A	11:30-12:05 : Zone B+C 12:05-12:35 : <u>Canteen</u> (=> Zone B+C)
Break : 02:05 – 02:20 pm	Zone B+C	Zone A
Pick –up : 03:20 – 03:30 pm	Main <u>playground</u>	Back <u>playground</u>

	Bubble 5 CE2A – CE2B CE2D - CM1D	Bubble 6 CM1A – CM1B CM1C – CE2C
Drop off : 8:40 – 8:50 am	Main <u>playground</u>	Back <u>playground</u>
Break : 10:30 – 10:50 am	Zone B+C	Zone A
Lunch : 12:35 – 01:45 pm	12:35-01:05 : <u>Canteen</u> 01:05-01:45 : Zone B	12:35-01:05 : Zone B+C 01:05-01:45 : <u>Canteen</u> (=> Zone C)
Pick –up : 03:35 – 03:45 pm	Main <u>playground</u>	Back <u>playground</u>

	Bubble 7 CM2 A and B	Bubble 7 CM2 C and D
Drop off : 8:10 – 8:20 am	<u>Gate C</u>	<u>Gate C</u>
Break : 10:30 – 10:50 am	Back <u>playground</u>	Back <u>playground</u>
Lunch	11:30-12:00	CM2A Nursery / CM2B class
	12:00-12:35	CM2B Nursery / CM2A Back <u>playground</u>
	12:35-1:05	Back <u>playground</u>
	1:05-1:45	Class : CM2A =>12:50 Class : CM2B => 1:20 pm
		CM2C Nursery / CM2D Back <u>playground</u>
		CM2D Nursery / CM2C Back <u>playground</u>
Pick –up : 03:10 – 03:20 pm	<u>Gate C</u>	<u>Gate C</u>

Circulation within the school during the day

- Movements of persons during the day must be in accordance with the plan described in this section, with a view to limiting crossings.
- Stairs at the front of the building (Clancarty side) are used during the day to go out and to go down the floors.
- Stairs at the front of the building (Clancarty side) are used by elementary pupils in the morning, when arriving at school, to go up directly to the floor used by their bubble.
- Stairs at the back of the building are used to enter the building after breaks and to go upstairs.
- Pupils move in the school in a column, with pupils one behind the other, while observing the recommended distancing and following markings.
- Group movements must be limited.
- The possible crossing of paths of two groups (« bubbles ») in the corridors, if exceptionally such crossing could not be avoided, does not generate any specific issue, even if the 2 m distance cannot be observed for a short period of time. This crossing of bubbles must be done calmly and quickly, with each bubble trying to stay on their side.
- Doors will be blocked in the open position when this is possible, to avoid contacts with doorknobs as much as possible.
- Doors must be opened first by adults, who will wash hands as soon as possible.