



# ACTION PLAN COURSE 2021-22

## In the framework of the pandemic

September 2021

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## **1-Introduction and objectives of the document**

In accordance with the instructions of the Department of Education, we have prepared an Action Plan for the new 2021-22 academic year for the children, teenagers, and young people of the centre, who must enjoy the greatest security together with the teachers and members of the educative community.

This plan will be the basic tool for the internal organization of students within the school space. The centre has developed a program based on the bubble groups that has favoured that the number of confinements has been little perceptible, ensuring in all the spaces of the centre the implementation of all control measures.

The 2020-2021 academic year has undoubtedly been a laboratory to experiment with new situations for the control of COVID at the school level and to implement new formulas in the process of digitizing the centre, synchronous classes, telematic meetings with families and teachers, etc.

“The fight against the COVID-19 pandemic has implied in most countries the application of measures that have sought to contain the transmission of the virus through the reduction of social interactions, including the closure of schools. The current favourable evolution of the pandemic, as well as the importance of guaranteeing the right to education and the protection of the child, make the opening of educational centres as normal as possible a priority. The framework is an inclusive educational system, which aims to promote the personal and social development of all students, through educational activity aimed at addressing the diversity of students and achieving equal opportunities and accessibility. Opening schools is both a necessity and a challenge. Prolonged confinement can have various effects on children's physical and emotional health. These effects may be greater in those of the most disadvantaged socioeconomic status or in those who have a learning disability. As UNICEF has stated, education is an essential part of recovery in a crisis: it provides normality, a sense of routine, knowledge, and skills necessary for development, protection in cases of special social and economic vulnerability and serves as a bridge to save the different social, economic, and educational gaps faced by part of the population. The sooner the daily activity of schools and educational centres is restored, the sooner the wounds left by this crisis can heal. Despite this, the health crisis continues, which requires the continued application of a series of measures that notably change the functioning of society, including the educational system. It is necessary for those responsible, families, educational



personnel and the rest of the school personnel to get involved and commit themselves to guarantee the two main pillars to face the pandemic: protection measures and traceability. "

"In school-age children, the loss of the usual routine, the separation from friends and changes in the environment can be complex to manage and have consequences on their physical and emotional health, and cause difficulties in emotional and behavioural regulation. In adolescents, the abusive use of new technologies, as well as social isolation, are two of the greatest risks that confinement can entail. "

It is in this sense as the instructions of the Plan collect, it will be necessary to have different scenarios to adapt easily to the possible circumstances that arise, while it will be necessary to stimulate virtual relationships between students in case of confinement, avoiding and caring, the loss of group feeling and emotional support, especially in the most vulnerable cases on a personal level.

This course 2021-22 will apply some instructions appropriate to the new reality of COVID and that may evolve depending on the circumstances:

- 100% attendance at all different educational levels.**
- The bubble groups will be maintained.**
- Flexibility of quarantines, depending on vaccination guidelines or the fact of having contracted the disease before.**
- The use of the mask is maintained from 1st grade and is recommended in EI (P4, P5).**
- The use of the mask will be maintained in the patios.**
- Entrance and exits will continue to be staggered.**
- People with symptoms will not be able to enter the centre.**
- The cleaning and ventilation protocol that we have already developed in the 2020-21 course will be maintained.**
- The telematic meetings with the families will be maintained, and they will not access the centre.**
- The telematic meetings with the teaching teams will preferably be held or preferably in open spaces.**



## **2-Characteristics of singularity of the centre**

By its very nature, the centre has groups that are reduced to personalized time, which favours the minimization of risk and a greater flexibility in the future of the pandemic, in this way the class groups become stable work groups, except when they are developed. Modalities or optional subjects.

Class groups: about 12 students.

This structure is maintained in the different educational stages:

Early Childhood Education

Primary

High school

Baccalaureate

## **3-Pedagogical organization in the case of partial or total confinement of the centre.**

Given the high level of customization, it will not be necessary, except in unique cases, to establish duplication of care or additional support for the tutorial follow-up that is already done on a regular basis.

We will promote the use of telematic resources in the classroom in case we need an asynchronous telematic model in the case of partial confinement of our students who live in different municipalities and neighbourhoods in the environment, in this way we can ensure the connectivity of the centre in the family home and maintain face-to-face activity at the centre. Working on the platform system or digital material will also become a useful tool throughout this process.

The centre will establish in the first week of the new course a training plan aimed at teachers to consolidate the ICT tools most necessary to adapt the school methodology to digital programming.

From the tutoring, the emotional monitoring of the students will be ensured.



#### **4- Prevention, hygiene, and health promotion**

Due to the identity traits of the centre, it understands that stable groups are those formed by the different stages or groupings of levels between which stable work relationships are usually generated throughout the course. (Infant Education, Primary, Secondary, Baccalaureate).

The centre will try to ensure that the intervention of professionals at the different levels described is the minimum, although specialist professionals from the different programs developed within the framework of the PGA and the centre's linguistic program will have to intervene.

Based on these premises, the centre will apply the recommendations established by the Department of Education, Health and PROCICAT.

##### *4.1 Basic measures*

Very stable coexistence and socialization groups that allow early identification and management of cases and their contacts. These are stable groups of students, with their tutor, and within the framework of which the people who make it up are socialized. Other teachers or educational support and inclusive education personnel may be part of this stable group, in these groups we will maintain the mandatory use of a mask when distancing cannot be ensured.

Personal prevention measures physical distancing according to Resolution \* SLT / 1429/2020, of June 18, the resolutions and other indications of the Department of Education of the year 2021 (Plan of actions in the framework of the pandemic) by which they have been adopted basic protection and organizational measures to prevent the risk of transmission and favour the containment of the SARS-CoV-2 infection, the physical interpersonal safety distance, both in closed spaces and outdoors, is established at 1.5 meters in general, with the equivalent of a security space of 2.5 m<sup>2</sup> per person, and is required in any case except between people who have very common close contact, as is the case with stable cohabitation groups.

The organization of the classroom space of a stable group must ensure, in the distribution of students, a minimum interpersonal distance of 1 meter.

Hand hygiene is one of the most effective measures to preserve the health of students, as well as that of teaching and non-teaching staff. In children and adolescents, handwashing must be required:



- Upon arrival and departure from the educational centre.
- Before and after meals.
- Before and after going to the bathroom (continent children).
- Before and after the different activities (also going out to the patio).

In the case of personnel working in the centre, handwashing must be carried out:

- Upon arrival at the centre, before contact with the children.
- Before and after being in contact with food, children's meals and their own.
- Before and after accompanying a child to the toilet.
- Before and after going to the bathroom.
- Before and after blowing a child (with tissues).

The centre will ensure that hands are washed at least every two hours, the location of hydro alcoholic dispensers, wipes, etc.

Mask use:

1st cycle of early childhood education (0-3 years). Not indicated

2nd cycle of early childhood education (3-6 years). Not compulsory Hygienic in compliance with the UNE standard.

From 1st to 4th - Indicated inside and outside the group, when the distance of 1.5 meters cannot be maintained. Hygienic in compliance with the UNE standard.

From 5th grade of primary, secondary, high school, vocational training, and adult training centres. Hygienic in compliance with the UNE standard.

Teaching and non-teaching staff, recommended in stable groups. Mandatory for the staff when they teach classes in different groups, when they are not part of the stable coexistence group and the distance of 1.5 meters cannot be maintained. Hygienic in compliance with the UNE standard.

Upon entering the centre, students and centre staff must wear a mask.

It will be necessary for the students and staff to present an absence of symptoms compatible with Covid-19 (fever, cough, respiratory distress, malaise, diarrhoea ...) or with any other infectious picture.



1. You must leave the centre when there has been close contact with a confirmed positive or compatible symptom in the previous 14 days. If the student has a highly complex chronic disease that may increase the risk of severity in the event of contracting the SARS-CoV2 infection, the implications will be assessed jointly with the family or guardians and their medical reference team. At the time of resuming the face-to-face educational activity in the educational centre. Although the evidence is scarce, they are considered risk diseases and can present complications with Covid-19:

- Serious respiratory illnesses that require medication or respiratory support devices.
- Serious heart disease.
- Diseases that affect the immune system (for example, those children who require immunosuppressive treatments).
- Poorly controlled diabetes.
- Moderate or severe neuromuscular diseases or encephalopathies.

In the case of teaching and non-teaching school staff who have contact with children, people at high risk of serious illness due to coronavirus will be evaluated by the centre-owned occupational risk prevention service to assess whether they can be in contact with the kids.

Risk conditions include chronic diseases, such as high blood pressure, diabetes, heart, or lung problems and immunodeficiencies, morbid obesity.

Pregnant women are considered a group of special consideration.

It will also be necessary to contemplate the access requirements to the educational centres of people belonging to other entities or companies with a view to managing vulnerabilities and / or contacts. In this sense, the centre will restrict the intervention of external service personnel at peak hours of the school activity, while it will also do so at the entrance of fathers and mothers into the centre.

In this sense, telephone or telematic interviews will be favoured.

#### Symptom control

The families, or directly to the student if they are over 18 years of age, must take responsibility for the health status of their sons and daughters. At the beginning of the course, they will sign a responsible declaration through which:





- They will state that they are aware of the current pandemic situation with the risk that this entails and that, therefore, they will take care of the measures that may be always necessary.

- They undertake not to take the child or adolescent to the educational centre if they present symptoms compatible with Covid-19 or have presented it in the last 14 days and immediately notify those responsible for the educational centre to take the appropriate measures. Families will deliver at the centre a responsible statement regarding the health of their children.

The family and / or the student must inform the centre if they have presented fever or any other symptoms.

If the epidemiological situation requires it, the implementation of other additional measures such as taking the temperature upon arrival at school could be considered.

#### 4.3. Cleaning, disinfection, and ventilation

Ventilation is one of the main contagion prevention measures in an indoor space. The maintenance staff will ventilate the indoor facilities at least before the entrance and exit of students and 3 more times during the day for at least 10 minutes each time. If possible, windows will be left open during classes, according to the outside temperature.

Cleaning and subsequent disinfection will be done daily. Following the cleaning and disinfection recommendations in establishments and places with human attendance.

Frequent disinfection of the most used surfaces such as doorknobs, stair railings, etc. must be guaranteed. Classroom and dining room tables should be cleaned and disinfected after activities and meals, respectively. It is recommended, whenever possible, to keep the doors open, thus avoiding further contact on the doorknobs.

The outdoor areas are spaces with a low risk of transmission of the coronavirus. For this reason, it is advisable to use spaces such as the patio to carry out those activities that can be done outdoors.

For its cleaning and disinfection, the indications established in the document Cleaning and disinfection in outdoor spaces of human concurrence will be followed.

Waste management: disposable handkerchiefs and towels used for hand drying or respiratory hygiene will be disposed of in containers with bags, preferably with a lid and pedal. Personal hygiene material, such as masks, gloves, and other personal hygiene



waste is considered as residual fraction and, therefore, should be thrown into the reject container (grey container). If a person presents symptoms while in the centre, all the material used in the individual use space where the person has been isolated must be closed in a bag and this closed bag must be placed in a second bag before depositing with the rest of the residues as indicated in the previous paragraph.

#### Health promotion and emotional support

The confinement situation and the pandemic may have had emotional consequences for many children and adolescents. Grief over the loss of a family member or anguish over the situation experienced may be present in a significant number of children and adolescents. It may also be necessary to adapt to the different situations of the students in relation to the learning acquired during the months of confinement. Going back to school is a good opportunity to detect and address unresolved situations. We propose that the first weeks be carry out activities that allow a progressive adaptation of students to the new year and changes in the educational centre. On the other hand, the current pandemic offers a unique opportunity to consolidate some habits and behaviours that are essential in any context.

In the case of detecting a suspicion of a case, rapid coordination between the territorial services of Education and public health should be included. In essence, when faced with a person who begins to develop symptoms compatible with Covid-19 in the educational centre:

1. It will be taken to a separate space for individual use. (Visiting room)
2. A surgical mask must be placed (both on the person who has started symptoms and the person in charge).
3. The family should be contacted to come and pick up the child or adolescent.
4. In case of serious symptoms, you should also call 061.
5. The centre must contact the territorial education service to report the situation and, through them, the public health service. The family or person with symptoms should contact their reference CAP to assess the situation and take the necessary actions. If it is decided to perform a PCR for SARS-CoV-2, the child and the living family must be in isolation at home until the result is known.

If the case is finally confirmed, Public Health will oversee identifying, isolating, and monitoring close contacts. Communication between the territorial services of Education



and public health will guarantee fluid coordination, ultimately, between the educational centre and the territorial epidemiological surveillance services in charge of the outbreak control strategy that may include, in certain cases, the total closure or part of the educational centre. In any case, the escalation of decisions in relation to the closure of the classroom activity of the educational centre will be the result of the assessment, on the ground, by the health authority. If there is a positive case, communication will be made to the City Council through the Territorial Services. The decision elements to establish quarantines and / or, where appropriate, partial, or total closures of the centre would be:

- Positive case in one or more members of a group with stable coexistence or the entire group with stable coexistence is considered close contact, therefore, quarantine should be considered in accordance with the protocol always established by the health authorities.

The primary care teams of reference of the educational centres will be at the disposal of the management teams of the centres for health advice measures on Covid-19.

Therefore, primary care teams must identify one or more people, as appropriate, responsible for this dialogue with educational centres who, preferably, they could be the nurses of the Health and School Program. In case the centre does not have it, the address will be.

#### **5- Organization of groups of students, professionals, spaces:**

The course will begin in person on September 13.

5.1. Students: Teaching will be face-to-face for all students of all teachings from early childhood education to post-compulsory education. In post-compulsory education, exceptionally, hybrid learning models can be proposed.

In the case of the incorporation of a new student in the centre, he will be assigned to an existing stable group. The criteria for this presence are defined in the Instructions for the academic year 2021-22 of the Secretary of Educational Policies.

5.2. The health service of the occupational risk prevention service owned by the centre must evaluate the presence of workers especially sensitive to COVID19, within the current reference framework always, and based on this knowledge establish, where appropriate, specific protection measures.

5.3. Stable groups.



Based on the number of students, the number of teachers and educational support staff, the centre will organize stable groups of students with a tutor and a reference space. The stable group is made up of a group of students, with their tutor. Other teachers or educational support and inclusive education personnel can be part of this stable group if most of their working day is spent in this or teacher and a professional or an educational support and inclusive education professional.

In secondary education, the stable group should be kept together for as long as possible. Inside the building it is recommended that the group occupy the same physical space, and if it occupies a different space (workshops, laboratories ...) it must be ensured that each time a group leaves, the space is cleaned and disinfected. The students will always be the same. Teachers and / or educational support personnel who are related to more than one stable group, it is necessary to wear a mask. As a principle, the centre will try to minimize the number of teachers in each group and the number of groups attended by each teacher or professional for educational support and inclusive education.

The organization of the classroom space of a stable group will ensure the distribution of the students, and a minimum interpersonal distance of 1 meter. The arrangement of the furniture, whether in rows or in small groups around the table, must take this distance into account.

5.4. Spaces: The centre will identify, as is customary, all the spaces capable of accommodating a stable group of students, by means of an indicator sign on the door, as is customary in the centre.

#### 5.4.1. Teaching spaces for stable groups.

In addition, the centre may use other dining areas, gym, music room, auditorium, etc. to guarantee the sponginess of the students, ensuring the safety and hygiene of these spaces of common use.

##### Dining area

The school cafeteria service, which includes food and subsequent activities until the resumption of the school activity or the end of the school day, depending on the case, is organized in the spaces set up for this purpose. If the organization of the centre allows it, the meal is preferably made in the usual space of the school cafeteria.

Members of the same stable group must sit together on one or more tables. You must keep the separation between the tables of different groups. If there are students from



more than one group at the same table, an empty chair was left between them to guarantee the distance

Between shift and shift, the dining room must be cleaned, disinfected, and ventilated. Handwashing must be guaranteed before and after food.

Food should be served on individual plates, avoiding sharing (no oil cans or bread baskets will be placed in the centre of the table).

The water can be in a jug, but it is recommended that it be served by a responsible adult or a single child in charge of the entire meal. The centre has opted for water dispensers that are cleaned frequently during the different shifts.

Children who, for reasons of the pedagogical project, carry out tasks such as stopping and clearing the table, or others, will do so exclusively for their coexistence group. If students collect food from the self-service line, keep their distance in the line.

The teaching staff and the administration and services staff must use the mask in the dining room, except when they are sitting at the table preparing food.

Post-meal activities should preferably be carried out outdoors, with differentiated use of spaces for each stable group.

Playground:

The exit to the patio must be staggered. In this sense, it has been established that:

P3, P4, P5 departure 10.30h (Margenat)

Primary (1-2-3) 10:15 Pomaret

Primary (4-5-6) 10:45 Pomaret

Secondary and Bacallaureate 11.00 h Pomaret

Canteen:

Different shifts have been established for E I, Primary and Secondary.

Primary (1:00 p.m. to 1:50 p.m.)

Secondary (14:15 to 15:15)



When the interpersonal distance of 1.5 meters is not maintained, the use of masks will be necessary.

#### Meeting and workspaces for staff:

In the meeting and workspaces for the staff, the necessary measures will be established to guarantee the physical safety distance of 1.5 meters, and the use of a mask is mandatory if this cannot be guaranteed.

All sanitary measures must be considered with respect to coffee machines and vending machines. Sharing of equipment, devices, tools or other instruments or accessories should be avoided as much as possible and special attention should be paid to proper ventilation of the space. Regarding the cleaning, disinfection, and ventilation of these spaces.

#### Circulation flows:

To avoid the crowding of people in a part of the centre, it will be necessary to establish circuits and organize the circulation of the different members of the educational community in specific places and times.

The centre has put some indicators (stickers) of flows and distancing.

#### Inputs and outputs:

The entrances of the centre will be made in a staggered manner.

Nursery and Early Childhood Education: access by Margenat 64

Primary: access via Pomaret 19 (9.30am)

Secondary and Bacallaureate: access by Pomaret 19 (9.20h) or previously carried out according to the course schedule.

Departures will be done in a staggered manner

Secondary and Bacallaureate at 4.30pm

Primary at 4:35 p.m.

Early Childhood Education and Nursery 4.30pm

(All exits will be made through the same entrance accesses)



Students must wear a mask. It is recommended that parents only enter the school grounds if indicated by the centre's staff, following all the established protection measures, using a mask, and always maintaining a safe distance. In any case, the adults who accompany children or young people must be the minimum possible for each of them and must strictly comply with the measures of physical safety distance and use of a mask, limiting as far as possible their stay in the entrances to the educational centre.

Upon entering the centre, students must wash their hands with hydro alcoholic gel, maintain sanitary distance and must wear a mask.

#### School transportation

In the case of collective school transport, the current regulations regarding preventive measures against Covid-19 will be applied. To school transport, where all the children must be seated, all seats can be used. When the occupancy level allows it, the maximum separation between users must be sought. Children and adolescents must access transport with the mask on, except for those for whom the use of the mask is contraindicated. You will have to use the mask throughout the journey. At school bus stops, when children and adolescents are picked up and dropped off, it is very important that an adequate physical distance is maintained between family units and that masks are worn.

In the case of exits, always maintain an interpersonal distance of 1.5 meters and wear a mask when the distance cannot be preserved. In the case of colonies, the groups will remain stable. Outdoor activities will be prioritized, and the usual prevention and hygiene measures will be followed: physical safety distance, handwashing, etc.

#### Extracurricular

In the extracurricular outings foreseen in the annual general schedule, it will always be necessary to maintain the interpersonal distance of 1.5 meters and wear a mask when the distance cannot be preserved, and this is possible due to the nature of the activity carried out. As far as possible, stable groups of participants will be formed.

## 6-ORGANIZATION OF THE CENTRE

Groups	Nº Student	Teacher (stable)	Teacher (temporary)	Place (stable)	Place (temporary)	Observations
Kinder						



P3						
P4						
P5						
1P	2	1				
2P	6	1				
3P	5	1				
4P	6	1				
5P	5	1				
6P	6	1				
1ESO	8		4			
2ESO	5		4			
3ESO			4			
4ESO			4			
1-2BTX	9		5			

LUGAR/ACCESO	GRUPO	HORA ENTRADA	HORA SALIDA
MARGENAT	KINDER EDUC INFANTIL		
POMARET	PRIMARIA	9.30	16.35
POMARET	ESO /BCH	9.25	16.30

TO BE DETERMINED

LOCATION / GROUP ACCESS TIME IN TIME OUT TIME

MARGENAT KINDER

CHILDREN'S EDUC

POMARET PRIMARY 9.30 16.35

POMARET ESO / BCH 9.25 16.30

## 7- ORGANIZATION PLAN FOR SPECIFIC MEASURES

FIRST CYCLE CHILDHOOD EDUCATION (1) Nurseries have some particularities for the age groups they encompass. For this reason, other measures must be prioritized, such as defining groups of stable children. The main measures will be common to those of early childhood and primary education.

It is recommended that parents only enter the school grounds if indicated by the centre's staff, following all the established protection measures, using a mask, and always maintaining a safe distance. In any case, the adults accompanying the children must be





the minimum possible for each of them and must strictly comply with the measures of physical safety and use of a mask, limiting as far as possible their stay in the entrances to the educational centre.

Here are some more specific sections for this type of centre:

#### Toys:

There should be no toys in homes that cannot be easily washed and disinfected. These processes must be carried out frequently, following the appropriate indications for each material. Hard plastic toys can be washed in the dishwasher daily. Clothes toys can be machine washed, hotter than 60 ° C when possible. If high temperature washing is not possible, it is probably not advisable to have them in the centre. Wooden toys should be disinfected with a cloth moistened with a solution based on propyl alcohol at 70°C. Wherever possible, it is commendable that the children remove their shoes and change them into socks or shoes for the exclusive use of the classroom that are already in the centre. It will be necessary for those children who take off their shoes autonomously, wash their hands after doing so. To go out to the patio it will be necessary to repeat the procedure.

In relation to the teaching and non-teaching staff, it is necessary to have clothing and footwear for the exclusive use of the centre. Clothes must be washed at a temperature > 60°C, at least twice a week.

#### Masks:

Masks (surgical or hygienic) are indicated when it is not possible to maintain physical safety distance. In the case of children, they are not suitable under 3 years of age. Therefore, they are only for use by teaching and non-teaching staff in schools when distance cannot be maintained, either between adults or with children. The use of transparent masks can be valued.

#### Gloves:

The indications for the use of gloves do not vary from the usual ones. It must be remembered that, in terms of protection against the new coronavirus, gloves can give a false sense of security. For this reason, it must be remembered that the use of gloves does not exempt frequent hand washing and follow the protection rules when putting them on and taking them off.



Strollers:

If the school has a space to leave the strollers, it will be necessary for a person from the centre to locate it in the appropriate place, considering that hands must be washed after each manipulation. It is recommended that they be kept in a room where children do not have access. (ENTRANCE SPACE)

**Annexes.**

## **VENTILATION, DISINFECTION AND CLEANING PROTOCOL**

### **Ventilation guidelines**

1-It is necessary to ventilate the interior facilities at least before the entry and exit of children and 3 times a day, at least 10 minutes each time. All classrooms must be able to be adequately ventilated. If it can be, the windows will be left open. Regarding ventilation guidelines, and for those spaces in the centres that have an air conditioning system, the recommendations of the Department of Health contained in the document Ventilation and air conditioning systems in establishments and premises of human concurrence should be taken into consideration. Until further notice, the school's HVAC systems may NOT be used.

### **2. General cleaning and disinfection guidelines:**

The cleaning and subsequent disinfection of spaces will be carried out at least daily. Cleaning and disinfection recommendations will be followed in establishments and premises with human attendance and, if necessary, those for Cleaning and disinfection in outdoor spaces of human concurrence. Cleaning the spaces is essential and should always be done prior to disinfection actions. It removes dirt and organic matter from surfaces and, if not removed, can interfere with disinfectants, and minimize their effectiveness. Disinfectants, on the other hand, destroy or inactivate microorganisms. For cleaning, the surfactant detergents that are commonly used can be used, which must be applied in the concentration and conditions of use indicated on the label of each product. A minimum of a complete cleaning and disinfection will have to be done at the end of the day and guaranteeing cleaning and disinfection during the day in the spaces that require it, especially in those with maximum attendance.



Cleaning: it can be done with soap or water, or detergents commonly used in the home can be used, which must be applied in the concentration and conditions of use indicated on the label of each product.

Disinfection: there is evidence that coronaviruses are inactivated in contact with different types of disinfectants, such as:

- Bleach: it is recommended to make a 1:50 dilution of the usual bleach, which has a concentration of around 5%, mixing 20 ml of bleach in 1 liter of water, or by putting 1 part bleach and 49 parts water especially for disinfection of toilets. For the rest of the surfaces, a mixture of 1 part bleach and 99 parts water is sufficient. These solutions should be prepared daily and should be left on for a few minutes to ensure effective disinfection.
- Ethyl alcohol between 62-71%:

- Protocol for ventilation, disinfection and cleaning of the usual ethyl alcohol which is 96%, mixing 70 ml of the alcohol with 30 ml of water (an alcohol of 69% is obtained) or mixing 5 parts of the 96% ethyl alcohol with 2 parts of water (70.6% alcohol is obtained)
- 0.5% hydrogen peroxide: it can be obtained by diluting the usual hydrogen peroxide which is 3% hydrogen peroxide with water, mixing 1 part of hydrogen peroxide and 5 parts of water. Other disinfectant products with virucidal purposes authorized for use by the public and environmental use can also be used. To disinfect computer equipment (keyboard, mice ...) you can use wipes impregnated with 70% propyl alcohol or a clean cloth moistened with 70% alcohol. In particular, the disinfection of the material must be guaranteed at least once a day.

### 3. Areas and points to intensify cleaning and disinfection

Cleaning and disinfection actions should have a special impact on all those elements, surfaces or areas of most common use that may have more contact with the hands. The material used in the different activities may not be shared between different children if disinfection is not done after use. It will be prioritized that each child and adolescent use their own material. The areas and points where cleaning and disinfection must be intensified are:

- Switches and bells (electronic device)
- Handles and knobs on doors, windows, cabinets, filing cabinets.
- Handrails and handrails, stairs, and elevators
- Tables
- Chairs



- Computers, especially keyboards and mice
- Faucets
- Toilets.

It is necessary to ensure the provision of soap and hand dryers, to always guarantee adequate hand hygiene.

- Other surfaces or points of frequent contact

It is recommended, wherever possible, to keep the doors open. The teaching staff that is using a space in the school will be responsible for disinfecting the switches and handles of the doors or cabinets that are used. In each class there will be a spray and paper to disinfect.

#### CLASSROOMS AND INDOOR PLAY SPACES

Ventilation of the space + Minimum 10 minutes 3 times / day Surfaces or points of frequent contact with the hands: earth, play materials.

Also, if there is a change of group of children.

Hard plastic toys are dishwasher safe

Plastic toys and Toys or garments Washing machine ( $\geq 60^{\circ}\text{C}$ )

#### DINING ROOM

Space ventilation + Minimum 10 minutes 3 times / day

Surfaces where food is prepared (plates, glasses, cutlery ...)

With hot water: high temperature washing.

Without hot water: disinfection in 0.1% bleach dilution.

Water fountains (Tables, highchair trays)

Tiles  Kitchen utensils. Tables for various uses

\* Adapted from: "Caring for Our Children: National Health and Safety Performance Standards. National Resource Center for Health and Safety in Child Care and Early



Education (NRC) University of Colorado College of Nursing" with the indications of the Sub-directorate General of Food Safety and Health Protection the Public Health Agency of Catalonia. Before each use After each use Daily  $\geq 1$  time a day Weekly Comments

**SINKS, SHOWERS, DIAPER CHANGING AREAS** Ventilation of the space + Minimum 10 minutes 3 times / day Changing tables, Urinals, Sinks, especially after massive use (after the patio, after eating) and always at the end of the day. Toilets, Dirt and other surfaces, Showers Trash cans, diapers, or pads.

**REST AREAS** Ventilation of the space + Minimum 10 minutes 3 times / day Cots and beds. Also, when the child who uses it changes Mattress and pillow covers Washing at  $\geq 60^{\circ}\text{C}$  Blankets Washing at  $\geq 60^{\circ}\text{C}$  Earth. Also, if there is a change of group of children

Other surfaces:

- Diaper change procedure

Step 1:

Organize the space. Before taking the child to the diaper changing area, wash your hands and prepare what you will need near the changing table (wipes, clean diaper, cream, plastic bag to throw away the used diaper and a pair of net gloves). Place a paper covering the surface of the changing table. Put on the gloves.

Step 2: Put the child on the changing table, keeping an eye on him at any time. If necessary, remove your shoes and socks to prevent them from meeting the dirty area.

Step 3: Open the diaper but leave it under the child while cleaning. Raise the child's legs by passing the wipes or a damp cloth to clean the buttocks and genitals and prevent them from getting soiled again with the used diaper. Wipe stool and urine from front to back and use a cool towel, damp cloth, or damp paper towel each time you swipe. Put the dirty wipes into the dirty diaper. Reusable cloths should be stored in a plastic bag.

Step 4: If there is, take out the dirty clothes without touching any surface and open the diaper and fold its raw surface inwards. Place disposable diapers in a closed bag or a suitable receptacle. If reusable cloth diapers are used, put them in a plastic bag. If there are dirty clothes, put them in the plastic bag as well. Make sure the bottom surface of the child has not gotten wet. If it is wet, dry with the part of the paper that protrudes beyond the feet and fold it over this area so that the paper under the buttocks is dry. Take off your gloves using proper technique and throw them. Wipe one hand wipe and one for the child's hands and throw them away.



Step 5: Slip a clean diaper under the child. Use a hygienic tissue or clean disposable gloves to apply the diaper cream if necessary and discard them. Close the diaper.

Step 6: Wash the child's hands with soap and water and return to a supervised area.

Step 7: Remove the single-use paper covering the surface of the changing table. Tie the plastic bag that where the dirty clothes are. Clean the surface of the changing table with soap and water or a disposable wipe and then wipe with a disinfectant solution.

Step 8: Wash your hands. Checklist for the daily opening of educational centers Action C F

- All classrooms and spaces in the school have been ventilated for a minimum of 10 minutes.

- All soap dispensers in toilets, kitchen and classrooms have enough soap. There are disposable towels at all sinks.

- All hydroalcoholic gel dispensers have enough ice. Cleaning and disinfection of the surfaces with the highest contact (doorknobs, railings, switches, benches, pushbuttons, etc.) have been carried out.

- All classrooms and teaching spaces have been cleaned and disinfected.

- The toilets have been cleaned and disinfected. The water sources have been cleaned and disinfected. The computer equipment has been cleaned and disinfected.

- The cleaning and disinfection of the school material has been carried out. Games and toys have been cleaned and disinfected. Checklist for the opening of educational centres at the beginning of the course.

Action C F A ventilation, cleaning and disinfection plan is in place. The action plan is available in the event of a suspicious case. All workers at the educational centre have been asked to contact the Occupational Risk Prevention Service for those with conditions considered risky or pregnant. The teaching and non-teaching staff of the centre have received the protective equipment (masks). All spaces enabled for teaching activities have ventilation. The air conditioning equipment has been cleaned and maintained. Teaching and non-teaching staff have received all the necessary information regarding protection and prevention measures. The families have received all the necessary information regarding protection and prevention measures. All families have signed the responsible declaration. A plan has been organized to avoid the crowds of families when



entering and leaving the educational centre. An alternative plan is available in the event of a hypothetical change in the epidemiological scenario. Sufficient educational material is available to guarantee distance education in the event of a new confinement.

		ESPACIO 1						ESPACIO 4	
								DELANTE VESTUARIOS	
		ESPACIO 2						ESPACIO 3	
								JUEGOS DE MESA/ LECTURA ZONA DE PATIO COMEDOR	

### COVID 19 PATIO SCHEDULE

PRIMARY: 10.45-11 | 13.30-14.30

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	LUNCH TIME
1-2 PRIM	1	1	3	3	1	13:00
3-4- PRIM	2	3	2	2	3	13:25
5-6 PRIM	3	2	1	1	2	13:45



SECONDARY: 11:00-11:15 | 14:15-15:15

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	LUNCH TIME
1-2 ESO	1	1	3	3	1	14:15
3-4 ESO	2	3	2	2	3	14:35
1R-2n BCH	3	2	1	1	2	14: 55

\* BETWEEN 2:15 PM AND 2:30 PM, THE ESO AND HIGH SCHOOL GROUPS WILL REMAIN IN ZONE 4.

SURVEILLANCE WILL BE CARRIED OUT BY THE MONITORS ASSIGNED TO THE DIFFERENT COURSES AND SPACES.

THE SURVEILLANCE OF THE YARD IN THE MORNING WILL RETURN TO THOSE RESPONSIBLE FOR THE DIFFERENT CLASS GROUPS (PRIMARY) AND THE SECONDARY STAFF. THEY WILL BE DISTRIBUTED THROUGHOUT THE ENTIRE PERIMETER IN ORDER TO BE ABLE TO VISUALIZE THE WHOLE OF THE SPACE.

ELEMENTARY: CLIOHDN, ELLA, LAURA, CINTA AND OTHER ASSIGNED STAFF.

SECONDARY: CAROLINA, ALÍCIA, PERE, CARLOS, PEDRO, AND OTHER ASSIGNED STAFF.