

INTERNATIONAL SCHOOL OF HAVANA

Health & Safety Protocol to prevent the introduction and spread of COVID-19, Dengue and others transmissible diseases

August, 2022

The Board of Directors and the Head of School have updated the school's Health Protocol due to growing concern with respect to COVID variants (OMICRON and others), the increase of the incidence of Dengue Fever, and Monkeypox, in other countries.

This protocol follows the recently updated guidelines of Cuban health authorities, effective as of July 19, 2022.

To try to prevent the introduction and spread of COVID-19 and other transmissible diseases within the school community, the following requirements have been approved by the Board of Directors, based on current Cuban regulations and the need to remain vigilant. There is an expectation of full support from all community members so as to comply with these requirements and any other possible or necessary changes to this protocol in the future.

The school strongly recommends that all students and family members get fully vaccinated against COVID-19; there are local facilities that provide these services.

Our staff, as well as most of our students, have been vaccinated to the best of our knowledge and belief. Notwithstanding, students or their relatives that have recently had aleatory COVID-19 tests done upon entry to the country at an airport or other point of entry, should wait to receive negative results from Cuban authorities before coming either of the school campuses.

Daily Symptom Check Before Leaving Home:

- ✓ The most important measure that can be taken to reduce the risk of infection in our community **is not coming to school if you are sick and show any symptoms.**
- ✓ We ask parents to check on the health of their child(ren) every day before leaving home.
- ✓ We also ask all school staff to check on their health every day before coming to work.
- ✓ If a student or staff member develops symptoms of COVID-19, including mild symptoms, they must stay at home until symptoms disappear, unless the school nurse and the school authorities agree otherwise.
- ✓ A negative antigen test is recommended to determine fitness to return to school.
- ✓ In the case of an individual – staff member or student – that has developed symptoms and not been able to attend school, the permission of the school nurse is needed, in order to return to school.

COVID-19 symptoms are: headache, fever, cough, sneeze, runny nose, breathing difficulties, chest pain, weakness, loss of taste or smell, nausea, vomiting, among others. Symptoms may vary from person to person. Some symptoms like fever are not a clear indication of whether you have COVID-19 or not.

The school's general health and COVID rules adapted from Cuban Government publications

- ✓ Temperature checks at the entrances to both school campuses will be carried out.
- ✓ Alcoholic hand sanitizer use will be available at each school entrance point.
- ✓ Hand washing facilities will remain available although this is no longer mandatory under Cuban protocols.

The school strongly encourages staff members, students, and visitors alike to take advantage of the facilities provided to wash one's hands; it is a simple and quite effective way to help promote the well-being of all.

The school also encourages everyone on campus to maintain physical distancing of up to 1.5 metres as far as is possible.

- ✓ Any student or staff member who reports that he/she feels sick while on campus, will be removed from class or duties, and will be sent home. Individuals must then stay at home, get an antigen test done, and seek medical advice and assistance. If the test result comes back positive, eight days home isolation is required. Individuals will be allowed to come back to school on the ninth day if they have no symptoms. Once back at school, the use of a face mask at all times, is mandatory for five more days while on campus. The school insists upon the right to demand further isolation and/or further testing if deemed necessary by the school nurse.
- ✓ If a student or staff member tests positive with COVID-19, the result must be reported immediately to the school nurse and the educational leadership. Eight days home isolation is required. The student or staff member may come back to school on the ninth day if they have no symptoms, following the eight days of home isolation. Once back at school, the student or staff member will have to use a face mask, at all times that he/she is on campus, during the next five days; any symptoms should be reported immediately. A case-by-case basis will be used by the school nurse and the educational leadership to review such cases.
- ✓ The school insists upon the right to demand further isolation and/or further testing if deemed necessary by the school nurse.
- ✓ If a student or staff member has been in "direct" contact with an individual who has tested positive with COVID-19, this must be reported immediately to the school nurse and the educational leadership. The student or staff member will have to use a face mask, at all times that he/she is on campus during the next five days; any symptoms should be reported immediately. A case-by-case basis will be used by the school nurse and the educational leadership to review such cases.
- ✓ The school insists upon the right to demand further isolation and/or further testing if deemed necessary by the school nurse.
- ✓ Siblings, or those living in close contact with positive Covid-19 cases, must also use a face mask on campus for ten days. A case-by-case basis will be used by the school nurse and the educational leadership to review such cases.
- ✓ If a positive case is reported in a certain grade or Homeroom class, the students and teachers of that grade or Homeroom class will not be sent home for mandatory isolation and testing, unless there were indications that it is necessary to do so. Decisions will be made on a case-by-case basis on the advice of the school nurse. However, in this case, mandatory use of a face mask will be required during the following five days, and

temperature checks for the entire class will be carried out periodically during school hours.

- ✓ If there is a positive Covid-19 case within a grade level or Homeroom class, and the teacher considers that isolation or testing (Antigen/PCR) are required, this decision will be supported by the school following the advice of the school nurse. This means that school absentee expectations outlined in the school's attendance policy, will be waived in such circumstances. Costs for Covid-19 testing (PCR and/or antigen) will be the responsibility of the child's parent/guardian.

Currently, face mask use is mandatory in classrooms in Cuban schools for Early Years students and their teachers, as well as in public transportation. However, in the Early Years learning and play areas face masks may be removed for drinks, snacks, lunch, and nap times.

Social distancing must be maintained.

Cuban regulations state that although it is not mandatory in schools, the use of face masks is recommended in crowded places.

The school may insist upon a mandatory use of face masks following Cuban Health authorities' recommendations based on the incidence of COVID positive cases and national risk assessments.

Frequent hand-washing and use of hand sanitizer:

- ✓ Hand sanitizer is provided in each classroom and in common areas, such as the school Library and the Ranchon on the Calle 18 campus.
- ✓ The school strongly recommends that students wash their hands thoroughly with soap and water when arriving at school and before/after recess and lunchtime.

Coughing/Sneezing Etiquette:

- ✓ Everyone is expected to (and will be reminded to) practice proper coughing/sneezing etiquette at all times: covering the mouth and nose when coughing or sneezing, using a paper tissue and/or one's sleeve instead of hands.

Increased Cleaning and Disinfection:

- ✓ Cleaning routines have been modified to include more frequent sanitizing and disinfection of common surfaces, with particular attention to door handles, desks, chairs, classroom work spaces, and other areas of regular contact.

Increased Ventilation:

- ✓ Windows and doors are to be kept open in all rooms (according to the possibilities and conditions of the room) to provide cross-ventilation.

Student Drop-Off Times and Entry points:

- ✓ To avoid crowding at the school grounds during drop-off and pick-up times, parents are asked to drop off their child at the appropriate school gate according to the student's grade level
 - Calle 16 - PreK1-Kindergarten
 - Calle 18 - Grades 1-8
 - Calle 22 – Grades 9 -12.
- ✓ The school gates are open for drop-off and school supervision will begin at 07:50. The school gates will remain open until 8:10 a.m. each day from Monday to Friday.

Modified School Lunch Service

- ✓ The school lunch service has been modified; enhanced hygiene measures have been implemented and we are seeking to promote social distancing so as to reduce crowding and eliminate as far as is possible, physical contact.
- ✓ All employees who handle food services will use face masks at all times.
- ✓ The lunch schedule has also been revised to promote social distancing to reduce crowding and eliminate as far as is possible, physical contact.
- ✓ Designated alternative eating places have been arranged.
- ✓ Hand sanitizer and hand washing facilities are provided at the Cafeteria entrance and by the lunch buffet area on both campuses.

Daily recommendations to prevent DENGUE transmission

- ✓ Use insect repellent before coming to school.
- ✓ Daily inspections will be carried out on both school campuses to prevent the proliferation of mosquitoes.
- ✓ Regular fumigation of both school campuses will be carried out. The fumigation will take place after school hours on at least once every other week.
- ✓ Students or staff with symptoms should stay home and seek medical advice.
- ✓ If symptoms appear while at school, individuals will immediately be isolated and sent home.

The symptoms of Dengue are: high temperature, or feeling hot or shivering, a severe headache, pain behind the eyes, muscle and joint pain, widespread red rash, stomach pain, loss of appetite, extreme weakness.

School Year and Academic Calendar modifications

Each Divisional Principal, under the supervision of the Head of School and with the approval of the Board of Directors, can petition for modifications to the school year and academic calendar (extended breaks, among others) that they consider are necessary for the health and well-being of the students.

Parents and Visitors at School:

Our priority is to seek to guarantee the well-being and safety of all students and staff.

It is important that visitors to the school campuses, including parents, should self-regulate to reduce the number of visits to those that are truly essential.

Parents are respectfully requested to make a prior appointment before coming to the school except when general invitations to attend are given.

Parents wishing to speak with teachers, academic staff or office staff should arrange a meeting via telephone or video call, if possible. Rare, special case exceptions may be made on a case-by-case basis.

The school strongly recommends that a previous health screen by telephone with the school Nurse, be carried out to confirm, as far as is possible, that any visitor is symptom free.

Monitoring our protocols

The school will continue to monitor local and global health mandates related to Covid-19; we will revise any/all sections of our protocol if and when such becomes necessary.

The school will likewise monitor and revise as and when necessary, our protocols for other transmissible diseases.

The school will continue to review Cuban health mandates as and when they are issued or varied. If any changes are made to the Cuban and consequently to the school's protocols, we will inform the community immediately.