



Prevention & Control of Covid-19

Onsite Measures, Regulations, and Protocols

School Year 2021 -2022

I. Health/safety measures before returning to campus

- a) Faculty/staff/students who are currently in the cities where medium/high risk area is located or have travelling history within 14 days in the city where medium/high risk area is located should not enter the campus until after 14 days of staying in a low-risk city with a negative NAT report (Valid within 48 hours) and a green health code.
- b) Faculty/staff/students who are in low-risk areas outside Fujian province should return to Fujian province 14 days in advance and hold a negative NAT report (Valid within 48 hours) and a health green code before entering the campus.
- c) Please protect and take care of yourself during travelling back to Xiamen.
- d) Please follow the health report protocols each day as required by government: i.e., Check your child(ren)'s body temperature at home and report their whereabouts. Those with symptoms such as fever, cough, fatigue, nasal congestion, runny nose, sore throat, diarrhea, and the like should seek medical advice/treatment in time. Students with the above stated symptoms are strictly prohibited from going to school.
- e) Children's life safety education: Continue to strengthen safety education in traffic, fire prevention, drowning prevention, earthquake prevention, lightning protection, fraud prevention, food hygiene, etc.
- f) Continue to take well care of child(ren)'s spiritual/mental/psychological well-being.

II. Submission of documentation on first school day (four documents)

As per governmental requirement, all students are required to conduct self-health/temperature/location monitoring at least 14 days before entering the XIS campus. Please have these four documents printed and signed:

- a) Letter of Commitment regarding student health information (See Annex 1);
- b) Health Information Registration Form for those who live with students under the same roof (See Annex 2);
- c) Letter of Commitment regarding Health Information Registration Form for those who live with students under the same roof (See Annex 3);

- d) Letter of Commitment regarding back-and-forth transportation between “Home Door – School Gate” safety responsibility agreement (two – sided printing required) (See Annex 4).

III. Completed campus prevention measures

- a) Three temporary observation rooms have been set up.
- b) Ultraviolet disinfection lights (Switched on during night hours) have been installed in each classroom.
- c) Campus/Buildings/School Buses/Central & Unit air conditioners have been thoroughly cleaned and disinfected. A comprehensive cleaning and disinfection will be carried out one week before the school resumes. During schooling hours, some key areas will be cleaned/wiped every two hours.
- d) Walking routes in buildings are planned as for social distancing. Instructions/signs on the floors must be followed.
- e) Men's/Women's restrooms are separated on different floors in order to make enough social distance.
- f) Right outside each classroom, there is an epidemic prevention kit available for anyone who needs to use it. The contents are as follows: electronic clinical thermometer, disposable medical masks, hand sanitizer, tissues, etc.
- g) Each floor has a professional yellow garbage container designated for discarded masks. Each classroom/office is equipped with three kinds of garbage cans (White container for recyclable garbage, black container for non-recyclable garbage, and green container for food waste). All teachers, students and staff are required to put the garbage into the respective trash can for sorting/disposal.
- h) During the epidemic prevention and control period, the campus is under strict management. Parents/Irrelevant personnel/Non-XIS vehicles are prohibited to enter the campus. Those who must enter the school will be required to fill in request form and truthfully answer the items listed in the form. Only with the special permission of Head or Deputy Head of School shall they be allowed for the entrance. The front security guards will check both their green health code and normal temperature. Mask wearing is required before the entrance.
- i) Students who need to leave school prior to the normal dismissal are required to fill out the exit slip in accordance with the set rules by XIS.

IV. Lunch at school

- a) Haozhonghao Catering Company will provide lunch service. Please follow the original booking rules to order your child(ren)'s lunch 3 days in advance. If parents want to deliver lunch food to their child(ren), it can only be done so to the front security house.

V. Daily home temperature measurement form for students

Please print the "XIS Daily Student Home Temperature Testing Record". Herein after referred to as "Daily Temperature Testing Record" as shown in (Annex 5).

- a) Please prepare two masks for your child each schooling day;
- b) Please take your child(ren)'s temperature each morning before s/he leaves for school;
- c) Check the color of health code for your child(ren) from APP/WeChat. Students who don't hold "Green Code" will not be allowed to enter/get onto the campus/buses;
- d) Write down the morning health data in the form and sign it;
- e) Have your child(ren) show this health data form to gate inspectors/bus monitors each schooling day before entrance/getting onto buses.

VI. Taking the school buses

- a) Students need to show this form, i.e., "Daily Temperature Testing Record " to the bus monitor and have her/his temperature checked by the bus monitor before being allowed to get onto the school bus. Everyone on school buses including PreK/K kids is required to wear masks throughout the ride;
- b) Before getting onto school buses, elementary school students with orange/red health code or body temperature $\geq 37.3^{\circ}\text{C}$ (Celsius) should be taken away from the pickup station by their parents/guardians for immediate medical treatment. Secondary school students without parents will be accompanied by one of the bus monitors at the pickup and wait for parents to pick her/him up for immediate medical treatment;
- c) One of the bus monitors will escort the student to get off school bus to a safe place if s/he is sick (fever, etc.) on the way to campus. The bus monitor will immediately inform Transportation Coordinator, nurse and the student's parents. With administrator's authorization, the bus monitor should immediately call an ambulance to send the student to the fever clinic for immediate medical treatment;
- d) When school buses arrive at the campus, bus monitors will take each of the students' temperature again before releasing them into buildings.

VII. Protocols for students (with private transportation) entering the campus in the morning

- a) Please line up in front of the campus gate and keep a safe social distance (more than 1 meter). Show "Daily Temperature Testing Record" to the gate inspector and undergo temperature checking;
- b) If any student is tested/checked with abnormal temperature or other abnormal health conditions, s/he will be sent to the temporary observation station immediately. After a break of 5 minutes, temperature will be retested with a mercury thermometer. If temperature is abnormal twice, an ambulance will be called immediately to send her/him to the designated fever clinic. Reports to parents, school administration, local Disease Control Center, Municipal Education Bureau and other governmental departments are required.

VIII. Morning/Noon inspections for students

- a) Morning inspection: For the first 10 minutes on each first morning class, teachers will take the temperature of each student and report the result to the designated staff before 9:00;
- b) Noon inspection: Teachers take the temperature of each student at noon on each schooling day and report the results to the designated staff before 13:00;
- c) If any student is tested/checked with abnormal temperature or other abnormal health conditions, s/he will be sent to the temporary observation station immediately. After a break of 5 minutes, temperature will be retested with a mercury thermometer. If temperature is abnormal for twice, an ambulance will be called immediately to send her/him to the designated fever clinic. Reports to parents, school administration, local Disease Control Center, Municipal Education Bureau and other governmental departments are required;

IX. Points for attention during activities/recess

- a) A safe social distance of at least 1 meter should be maintained between/among people.
- b) Students do not chase, horseplay, shake hands or hug;
- c) Strictly control clustering, group speeches/competitions.
- d) Enhance ventilation for classrooms. The ventilation shall be no less than 30 minutes each time and no less than 3 times a day.

X. Students asking for sick leave

- a) Parents should report to the homeroom teacher or the division secretary immediately if they find that their child has a temperature ($\geq 37.3^{\circ}\text{C}$)/coughing/sore throat/other influenza-like symptoms/rash/jaundice/vomiting/diarrhea. Immediate diagnosis and treatment by doctors are required.
- b) Timely feedback the diagnosis results to the homeroom teacher or the division secretary. If s/he is diagnosed with an infectious disease, s/he shall be quarantined immediately.
- c) Parents should take the child's temperature by 9:00 AM in the morning and by 1:00 PM in the afternoon. Report these two data and the child's physical status to division secretary right after the temperature taking.
- d) Requirements for resuming classes after recovery:
 - a. Closely monitor child's body temperature until body temperature is normal for consecutive 48 hours after stopping taking medication;
 - b. If it's diagnosed as infectious diseases or fever or cough, students should submit the certificate of recovery from a Level-II (or above) hospital to XIS nurse before s/he is allowed to enter classrooms.

XI. Guidelines for wearing masks (Subject to change in alignment with new governmental regulations)

- a) Wash hands before/after wearing/taking off a mask.
- b) All students, faculty and staff should bring disposable medical/surgical masks with them when going to school.
- c) Everyone wears mask on/in/at public transportation/school bus/hospital.
- d) PreK/K students do not wear masks while on campus.
- e) Elementary/Secondary students and faculty do not need to wear masks. However, mask wearing is required when having close contact/talking/tutoring.
- f) No necessary to wear masks if you keep enough social safe distance of 1 meter in the open air or during sports/activities.
- g) If you feel tight in the chest or short of breath when wearing a mask, go to an open place and take off the mask immediately.