



COVID-19 Transitioning

Guidelines for:

Summer Schools

Revision Classes

Lessons and instruction classes

Klabb 3-16



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Preamble

These guidelines are applicable to summer schools, Klabb 3-16, SEC Revision Classes and any other instruction lessons or classes to be held in summer 2021 and are being referred to in the document as 'School/s'. Each institution should adapt these guidelines according to its specific setup and in line with other guidelines as issued from time to time by the Public Health authorities.

These guidelines are meant to mitigate, as much as possible, against the transmission of COVID-19. Although the risk of infection is reduced, it can never be completely eliminated. Parents/guardians and students need to understand that a risk of transmission will still exist even if these guidelines are rigorously followed and implemented.



Executive Summary

1. The smaller the cohort size for in-person learning, the lower the risk to students, staff, and their families. Schools are enjoined to keep the size of each bubble or cohort as small as is feasible.
2. It is mandatory to maintain an adequate physical distance of at least 1.5 meters between students. When possible, the distance should be of 2 meters.
3. Mixing of students of different clusters is not recommended.
4. Children over 3 years of age are required by law to wear masks at all times. Children in the kindergarten classes are permitted to temporarily remove their masks for the time that they are within their classroom and class bubble however they should wear these on entering and exiting the school and in the common areas. All other children are required to universally wear their masks at all times except whilst eating and performing vigorous exercise. More detailed guidance in relation to use of masks can be found in the related Public Health Standards documents¹.
5. Staff members are required to wear a face mask when in the presence of others (both other staff / students).
6. Considerations must be made for all staff members in staff rooms to keep an adequate physical distance of two (2) meters from other staff members. It must be ensured that in staff rooms, adequate care is taken to avoid mixing of staff members and where desks are used for corrections, persons should always maintain the requisite social distance. Masks are to be worn at all times in the staff room, while the time spent in the presence of others should be limited. If a system of 'hot desking' is in operation, each person should be responsible to clean the surfaces and shared electronics with suitable agents before and after use. Meetings should be held virtually wherever possible.
7. In cases where children move around classes, very accurate records need to be kept of the movements of students at all times to facilitate contact tracing by the Public Health

¹ https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Documents/mitigation-conditions-and-guidances/Standards_%20Use_of_Face_Masks_and%20Visors.pdf



authorities should there be a COVID-19 positive case. This information would be used when carrying out the risk assessment by the Health Authorities.

8. Having a room with adequate ventilation at all times is vital and important². Windows should be kept open where possible. Carrying out lessons outdoors dilutes the presence of the viral particles in the air thus contact tracing would consider this as a mitigating factor against spread when considering close contacts who should be placed in quarantine.
9. Recommend shorter duration of lessons to reduce accumulating exposure between students.
10. Enforce the policy of staying home if unwell for both students and staff members.
11. In situations of sustained community spread of coronavirus, one must view the guidance for educational institutions as being bi-directional, on occasion partial/full school/institution closures may need to be instituted with learning continuing by virtual/on-line means until it is possible to resume in-person learning again.

General Information on COVID-19

The virus which causes COVID-19 disease can be spread through droplets from a sick person or on contact (by touch). Viral particles may also remain suspended in the air (aerosols). COVID-19 disease often presents with coughing or sneezing which release droplets of infected fluid. Most of these droplets can fall on nearby surfaces and objects - such as desks, tables, machinery, equipment, floors, walls, clothes, or telephones. People can contract COVID-19 by touching contaminated surfaces or objects – and then touching their eyes, nose, or mouth. By being less than two meters away from a person with COVID-19 for a prolonged period of time, one can contract the disease by breathing in droplets coughed out or exhaled by them. One can also inhale aerosolized viral particles if one occupies the same room as a person with COVID-19 for a

² https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Documents/mitigation-conditions-and-guidances/Guidance_Air-conditioning-and-ventilation-systems_23Jun20.pdf



period of time, even if a distance of more than two meters is maintained at all times.

In other words, COVID-19 spreads in a similar way to flu. The most common symptoms of coronavirus include cough, fever, shortness of breath, tiredness, sore throat, runny / blocked nose, headache, muscle pain, loss of smell, loss of taste, diarrhea, or vomiting. Most persons infected with COVID-19 experience mild symptoms and recover. However, some go on to experience more serious illness and may require hospital care. Risk of serious illness increases with age. People with weakened immune systems and people with conditions such as diabetes, heart and lung disease are also more vulnerable to serious illness.

Persons who develop any of these symptoms, even if mild, are to stay at home and book a swab test. Tests can be booked online through <https://covidtest.gov.mt/> or by calling the Covid-19 Helpline on 111 or (+356) 21324086. For more information, seek guidance on www.covid19health.gov.mt. Should symptoms persist or worsen, they should contact their doctor.

Mitigation Plan

Educational institutions can make use of the Google Form³ containing guidelines and internal procedures to help facilitate the provision of a mitigation plan for each institution. This plan is based on the published guidelines for Summer Schools, S.L. 327.349, the General Summer School License Conditions and other related guidelines published by the Ministry for Health. Inspections may be carried out in summer school centers at the behest of the Directorate for Quality and Standards in Education (DQSE) to ensure that the guidelines have been implemented and are being followed.

COVID-19 Liaison Officer

All educational institutions in Malta are required to assign a senior member of staff the role of COVID-19 Liaison Officer. The COVID-19 Liaison officer will be responsible for ensuring that they keep abreast with all policies and procedures issued by the Public Health authorities, and act as

³

https://docs.google.com/forms/d/e/1FAIpQLSe02Antk4OBL6bIV64JDnXP5wq1JuU3ahx2kAykCJI9U7_faw/viewform



the contact focal point with Public Health. The Officer will ensure that all mitigation measures indicated are implemented and adhered to and will liaise with the Contact Tracing Team to implement the required contact tracing protocols as directed by Public Health.

A circular will be sent out to all summer schools providing details of the Contact Tracing team together with the training video prepared by the Ministry of Health that can guide the COVID-19 Liaison Officers in summer schools. This circular must indicate that the details are not for indicated for the general public.

Role and Responsibilities of COVID-19 Liaison Officer

The Covid-19 Liaison Officer appointed by the school will be central to contact tracing efforts should the need arise. The Officer is responsible for:

- 1) familiarizing oneself with this guidance document and ensure this is implemented within the school
- 2) act as a contact point for staff and parents who may have queries with respect to the COVID mitigation measures implemented within the school
- 3) ensure that when children are unwell, they are appropriately isolated as per mitigation plan and arrangements are made for collection by guardian/parent

Apart from this, the Liaison Officer is responsible also for:

- 1) maintaining easily accessible updated records of all students and staff at the School, including:
 - i. name and surname
 - ii. passport number/ID number
 - iii. residing address (including new address if the student is moved for quarantine purposes)
 - iv. verified contact number and email address for each student and member of staff



- 2) keeping records of seating plans that outline the relative positions of students and staff during on-site lessons, and for organized transport (e.g. on coaches, vans etc.)
- 3) providing detailed information on activities organized by the school, including student bubbles and any known breaches of social distancing measures.

The Contact Tracing team may require this data for risk assessment purposes from Monday to Sunday, including public holidays, during contact tracing hours. Therefore, the Liaison Officer must be available and responsive to phone calls from the Contact Tracing team during these hours should the need arise and will need to be able to provide the information required. It is therefore important for this information to be immediately accessible and available at all times.

Principles for Risk Mitigation

Physical distancing

This is considered the main measure which mitigates against viral transmission.

Maintaining adequate spacing between persons is one of the main mitigating measures. Methods for implementing this measure include adequate distance between desks, students and staff as per recommended social distances, placing the least number of students possible in each classroom to create more space in a classroom, staggering class times, breaks and lunch times, and spending more time outdoors where feasible.

Maximum efforts should be made to maintain an adequate physical distance of 1.5 meters between students in all directions whilst sitting in their chair. Staff and teachers/instructors must keep 2 meters between themselves (between staff) and between staff and students.

There are certain activities where one would have an increased exchange of inhaled and exhaled air and the possibility of more respiratory droplets forming and being dispersed in the air or dropping onto contact surface. Such activities include loud speech, singing, choir practice and sports which ideally should be avoided altogether or should take place with increased



mitigation, increased distancing between students and possibly exclusively outdoors. Reference can be made to Public Health Standards for these specific activities for guidance^{4,5}.

Cohorting / Social bubbles

Keeping the same group of children and educators together for the duration of the school activity including lessons, mealtimes and activity breaks constitutes cohorting.

Risk is cumulative and proportional to the number of students in the 'social bubble'. A higher number of interactions is considered to have an increased risk of contagion. Students at a decreased physical distance also pose an increased risk. The length of time in a closed indoor setting is considered to pose a higher risk compared to an outdoor activity.

Keeping students from different cohorts from mixing is critical since otherwise the concept of social 'bubbles' would be defeated, and the risk of contagion increases proportionately to the size of the cohorts which have mixed. For this measure to be effective, the composition of the 'bubbles' or 'clusters' need to remain as constant as possible throughout the day. It is recommended that there is a designated system where the staff member is assigned to the same classroom/cluster of students over a period of time as much as possible. Wherever possible and feasible, students and staff must remain within the same classroom/cluster/group, which composition should remain constant. It is recommended that the designated clusters/groups shall stay only in the room/s intended for the education of the students.

Wearing of Masks

Masks must be worn in all areas outside one's household in accordance with LN 402 of 2020 and the Standards on Masks/Visors⁶. Evidence to date shows that wearing a mask is an

⁴ Contact Sports Regulations: <https://legislation.mt/eli/ln/2021/76/eng>

⁵ Mandatory Standards for Sports Activities: <https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Documents/mitigation-conditions-and-guidances/Mandatory%20Standards%20for%20Sport%20Activities.pdf>

⁶ Standards on the use of face masks and or visors: <https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Documents/mitigation-conditions-and-guidances/Standards%20-%20Use%20of%20Face%20Masks%20and%20Visors%20.pdf>



effective means of preventing spread to others in conjunction with maintaining an adequate physical distance from others.

Children in kindergarten years should be advised to wear masks in the common areas and on school transport but this is not necessary within their own classrooms or when they are in the presence of the members of the same bubble/cluster.

At primary school and secondary school level, students are required to wear a face mask at all times, including in their class, in common areas and on transport.

Staff members are required to wear a face mask at all times when in the presence of others (both other staff/ students).

Evidence has shown that a mask is preferable to a visor as a means of source control. A visor should only be worn in conjunction with a mask. Staff are encouraged to wear both mask and visor during lessons.

Exceptions to the wearing of mask or visors is during physical activity and in specific medical and/or behavioral conditions in line with the Public Health guidance on the use of masks and visors.

Ventilation:

Proper indoor ventilation is essential. In order to ensure adequate circulation of air, and to reduce the level of pathogens in the air, windows and/or doors should be kept open throughout the day to allow for cross ventilation.

Air-conditioning:

If air-conditioning is to be used, this should be used in accordance with the guidelines issued by the relevant authorities⁷. Filters should always be cleaned well and maintained properly.

⁷ Guidance on Air conditioning: https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Documents/mitigation-conditions-and-guidances/Guidance_Air-conditioning-and-ventilation-systems_23Jun20.pdf



Frequency of cleaning depends on necessity. In case extractors are used, these must be thoroughly cleaned at least weekly.

Testing of Students and Staff for COVID-19

Medical Doctors have been provided with guidance on when to recommend a COVID-19 test for children with symptoms. The most reliable test currently available is the RT-PCR test for SARS-COV-2 the virus which causes COVID-19. This involves sampling secretions through a nasopharyngeal swab (deep inside one's nasal passages). A test can be booked by registering through <https://covidtest.gov.mt> or by calling the Public Health Helpline 111. Further details on testing can be found on <https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Pages/getting-tested.aspx>.

Besides the RT-PCR test, Rapid Antigen Tests (RATs) are now also available on the market and also provided within the public service by certified RAT providers⁸. The available RAT tests are also applied by obtaining a nasopharyngeal swab test. Standards on the use of RATs⁹ have been published and should be followed.

Contact tracing within the schools will begin in those circumstances where a RAT test is considered confirmatory and/or in those instances where public health deems action is necessary.

It is important to emphasize that staff or students who are sick do not attend school while symptomatic, and to make an appointment for a swab test.

⁸ <https://legislation.mt/eli/ln/2021/49/eng/pdf>

⁹ <https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Pages/rapid-antigen-testing.aspx>



General hygiene recommendations

- ✓ Personal sanitising products for students are to be supplied by parents/guardians and are to be brought to school daily.
- ✓ Avoid unnecessary touching, hugging, or shaking hands between members of the staff and students
- ✓ Avoid, as much as possible and depending on the case, unnecessary physical contact with children
- ✓ Hand hygiene: wash hands with soap and water regularly and carefully for at least 20 seconds (posters of correct handwashing with visuals should be attached in kitchens and bathrooms). Where water and soap are not immediately available, use hand sanitizer. Washing of hands and use of sanitisers at the School shall be rigorously monitored and performed at regular intervals.
- ✓ Care should be taken to ensure that use of sanitiser is supervised particularly when this involves younger children.
- ✓ If possible, do not touch the face, especially the mucous membranes, with your hands, i.e. do not touch the mouth, eyes, and nose
- ✓ If possible, do not touch publicly accessible objects such as door handles or elevator buttons with your full hand or fingers,
- ✓ It is recommended that, if possible, staff attend the staff room at staggered times. They are to remove their mask only to eat/ drink. It is important that the cumulative time a staff member spends in the staff room in the presence of other persons is reduced to the barest minimum (ideally less than two hour per day), whilst always maintaining an adequate physical distance from others at all times.
- ✓ Sneezing/coughing should be in disposable tissues, which are then disposed of immediately in a closed and lined bin or one which is regularly cleaned. If a tissue is not available sneeze/cough into flexed elbow. Keep the greatest possible distance when coughing or sneezing; it is best to turn away.



- ✓ Frequent hand washing with soap and water for at least 20 seconds, and sneezing or coughing in sleeves, by staff, are strongly recommended in order to guide students under their care to get used to these practices also by modelling good practices.



Daily Operation

- ✓ There are to be no large gatherings or assemblies
- ✓ It is recommended that students are to retain the same school where they are enrolled.
- ✓ There should be a designated system where the staff member is assigned to the same classroom/cluster of students over a period of time. Wherever possible, students and staff must remain within the same classroom/cluster/group, which composition should remain constant and social distance be observed. In particular, there should be no unnecessary contact between students, or between students and staff members.
- ✓ Daily attendance of students should be taken for each classroom/group and capacity monitoring should be done through regular daily checks. Seating plans for each lesson are required.
- ✓ The desks should all face in the same direction and none should be facing each other.
- ✓ Parents/guardians of students under legal age or students over legal age who have been classified as vulnerable should discuss attendance at the School with their doctor and also with the Management of the School, in order to assess the level of risk for the child to attend the School. The decision to attend rests with the parents/guardians of the student or with the student if of legal age.
- ✓ Parents of students have to take their own temperature and that of their children and students of legal age should do the same, in the morning before attending School. If there are signs of illness before attending the School, the students should not attend School.
- ✓ Staff who feel unwell or are sick are not to go to work.
- ✓ Parents/guardians and students are to have their temperature taken outside the premises during drop-off. If a parent and/or student has a temperature of more than 37.2°C or appears sick, the student is not to be admitted to the School¹⁰.
- ✓ Hand hygiene stations should be set up at the entrance of the School, so that staff and students can clean their hands before they enter. If a sink with soap and water is not available, provide hand sanitizer with at least 70% alcohol at reception and in each classroom.
- ✓ Keep hand sanitizer out of the young children's reach and supervise appropriate use.

¹⁰ Guidance on procedures to follow in case of high screening temperature at the school entrance can be found <https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Documents/mitigation-conditions-and-guidances/Information%20for%20Schools%20re%20the%20management%20of%20children.pdf>



- ✓ Where applicable place sign-in stations outside at the reception area. Parents should bring their own pen. If this is not possible then provide disinfectant wipes to clean the pen after each use. Alternatively, a staff member will sign in the child.
- ✓ Ideally the common areas should be organized for there to be a one-way flow of staff and students.
- ✓ Arrival and drop off times should be staggered and planned to limit direct contact with parents as much as possible.
- ✓ It is recommended that Schools greet students outside as they arrive, or at the reception area, of the Centre.
- ✓ Unauthorized personnel are not allowed in the Centers. Only students, authorized personnel and Management are allowed. No parents or guardians are to be allowed in the School at any time, except in cases of emergency. Non-essential belongings of the students shall also be discouraged, apart from communication devices, toys or educational material which are specifically designed to stimulate children with disabilities.
- ✓ All food items are to be carried and presented in containers which can be cleaned and wiped down before handling by staff, otherwise these should be handled by the student ensuring proper hand hygiene before and after eating meals.
- ✓ Shared food such as birthday cakes should be avoided as much as possible or provided within a separate package to each child.
- ✓ In case of water dispensers these are to be used only by staff with personalized bottles or cups. Students are to bring their own labelled water bottle.
- ✓ Use of water fountains is forbidden, and these should be disconnected.
- ✓ If common functional rooms are going to be used by different groups of students at different times in the day, the room must be cleaned and disinfected, including furniture, between each new group using the room and facilities for specific activities.
- ✓ Wherever possible, the use of outdoors is encouraged. Staggered play times can prevent too many students using the outdoor area at the same time. Games should be carried out only within the same cluster/group of students.
- ✓ No outings from the confines of the School are to be held by Schools.
- ✓ Partners, collaborators, and contractors who provide agreed services to the School are to abide by these same guidelines when providing a service to the school.
- ✓ Communication from the parents/guardians with School's staff and management for day to day necessities can only be done through online services.
- ✓ Parents failing to abide by the Schools' policies and procedures in these guidelines may forfeit their right for service.



- ✓ Use of indoor swimming pools should be guided by the appropriate Public Health guidelines¹¹.

Cleaning of premises

- ✓ In general, the infectivity of coronaviruses on inanimate surfaces (such as wood, metal, fabrics, and plastic) decreases rapidly depending on the material and environmental conditions such as temperature, humidity, and UV radiation. The cleaning of surfaces remains an important measure to ensure hygienic conditions.
- ✓ Premises and resources will be cleaned daily using approved products. A combination of cleaning with soap and water and disinfection will be most effective in removing the COVID-19 virus. Both cleaning and disinfection is most effective, using a combination of household detergents and disinfectants. A detergent is designed to break up oil and grease with the use of water. Anything labelled as a detergent will work. Cleaning should start with the cleanest surface first, progressively moving towards the dirtiest surface. Change water regularly. When surfaces are cleaned, they should be left as dry as possible to reduce the risk of slips and falls, as well as spreading of viruses and bacteria through droplets. Disinfecting means using chemicals to kill germs on surfaces. It is important to clean before disinfecting because dirt and grime can reduce the ability of disinfectants to kill germs. Disinfectants containing $\geq 70\%$ alcohol, ammonium compounds, chlorine bleach or oxygen bleach are suitable for use on hard surfaces (surfaces where liquids pool, and do not soak in). The packaging or manufacturer's instructions will outline the correct way to use disinfectant. Disinfectants require time to be effective at killing viruses. If no time is specified, the disinfectant should be left for ten minutes before removing.
- ✓ Toilets must be cleaned regularly. Toilet seats, fittings, washbasins, and floors must be cleaned. In case of contamination with faeces, blood or vomit, disinfectant wipes should be used after removal of the contamination with a disposable cloth soaked in

¹¹ https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Documents/mitigation-conditions-and-guidances/Registered_Indoor_Swimming_Pools_And_Indoor_Entertainment_Areas_Checklist.pdf



disinfectant. Protective gloves and mouth and nose protection must be worn by members of staff.

- ✓ A log detailing the time when the toilet facility has been cleaned and by whom should be filled in for each toilet facility.
- ✓ Disposable towels, rather than reusable towels, should be used.
- ✓ Common resources used by students must be cleaned with soap and water between one use and another and at the beginning and at the end of the day.
- ✓ Due to its heavy use as a play and exercise area for summer schools/Klabb 3-16, floor cleaning should be carried out more regularly and frequently throughout the day, and as necessary and as required in the case of spillages. It is recommended that where possible soft flooring should be wiped down by detergents and washed properly at the end of each day.
- ✓ The following areas should be cleaned particularly thoroughly and, if possible, several times a day in heavily frequented areas:
 - Door handles and any other handles on drawers, windows, etc.
 - Stairs and handrails,
 - Light switches,
 - Tables, phones,
 - and all other grip areas.
- ✓ All areas to be cleaned will be checked by assigned personnel and will be documented and signed by means of a check list.



Health Procedures

Procedures in accordance with health authorities have to be implemented if:

Case A: Any member of staff, parents / guardians and students are found to have fever or other symptoms when trying to attend school.

- ✓ In this case the staff member, parent and student would be refused entry to the premises and advised to return home. If symptoms are suggestive of COVID-19, then they are strongly advised to call 111 to be tested.

Case B: Any member of staff or students develop fever or other symptoms during the service

- ✓ The person who develops any symptoms suggestive of COVID-19 would need to isolate themselves and leave the premises as quickly as possible. Staff are to call 111 to be tested. Parents/guardians of students who have symptoms suggestive of COVID-19 are strongly advised to call 111 to get their child tested. Students of a legal age are also strongly encouraged to call 111 to be tested.
- ✓ In any circumstance, staff and parents of students and students of legal age are to provide a doctor's certificate attesting that the staff member or student are no longer sick and fit to return to school before returning to the School¹².
- ✓ The School is to hold accurate and timely records (time-in and time-out) of attendances and composition of groups and staff attending all times.
- ✓ In the case of a potential COVID-19 infection, the School is to inform the Public Health authorities.

¹² <https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Documents/mitigation-conditions-and-guidances/Information%20for%20Schools%20re%20the%20management%20of%20children.pdf>



Plan if someone is or becomes sick

- The parent/s will be immediately contacted to pick up the child/student.
- Plan to have an isolation room such as an office, classroom, or an outdoor area, (weather-permitting), that can be used to isolate a sick student.
- If a sick student has been isolated in your facility, clean and disinfect surfaces in your isolation room or area after the sick child has gone home¹³.
- In the current circumstances, pick up should be within the hour or less. Failure to do so may be tantamount to neglect of the child/student and putting the general community at the School at risk.
- If COVID-19 is confirmed in a student or staff member, the School, or Liaison Officer, will be contacted by Public Health and direction will be provided accordingly.
- Schools are duty bound to provide the information requested by the Health Authorities regarding any child or student who was ill during school hours, including the time when the child/student starts to feel sick and the duration of time at the School before they were collected by the parent/s or guardians.
- Parents failing to abide by the Schools' policies and procedures in these guidelines may forfeit their right for the service.

¹³ <https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Documents/mitigation-conditions-and-guidances/Cleaning%20and%20disinfection%20of%20non-hospital%20settings%20after%20confirmed%20COVID-19%20positive%20case.pdf>



Sports Activities

The sports and games programme during summer school includes several simple team games which aim to build the physical competences to motivate children to be active. These include activities that increase agility, speed, balancing, and coordination. Any sports organizations invited to the school to hold sessions must follow the relevant guidelines.

Guiding Principle

All sports/games activities carried out during the summer school, are to be guided by the guidelines regulating sports activities in force at that point in time [3]. The use of gymnasiums is also permissible, and guidelines should be followed[4].

Grouping

It is recommended that students engage in games and/or activities within the same group as their cluster/class.

On occasions where children from the same cluster need to be paired up for the game, measures have to be taken to ensure adequate physical distancing.

Equipment

Since children will be using the same resources, such as balls, batons, hoops etc. during running games such as passing the batons to each other, when practicing shooting, and when passing balls to each other, the resources used should be minimal to facilitate the sanitization of the equipment between each group.



Students with disabilities

Changing of nappies

When changing the nappy of a student with disabilities, the staff member must start by washing/ sanitizing their hands and those of the student. Disposable gloves must also be worn during this time. Safe, diaper changing procedures should be followed.

Steps should include:

- Preparation (includes putting on gloves, mask, OR visor)
- Cleaning of the student
- Removal and discarding of trash (soiled diaper and wipes)
- Putting a clean diaper on the student
- Washing of student's hands
- Cleaning up and disinfection of the changing station
- Washing of hands

After changing nappies, the child support worker/carer must wash their hands again (even if gloves were used) and the nappy changing area should be disinfected with a fragrance-free bleach as a sanitizing or disinfecting solution. If other products are used for sanitizing or disinfecting, they should also be fragrance-free. If the surface is dirty, it should be cleaned with detergent or soap and water prior to disinfection.

Feeding, or Holding a Student with Disabilities

- Staff should wash their hands, face, neck, and any exposed areas touched by a student's secretions.
- Staff should change the student's clothes if these are soiled. The overshirt or clothing of staff should be replaced if they have been soiled by secretions. Hands are to be washed again.
- Parents are to send a change or two of clothes every day.
- Contaminated clothes should be placed in a plastic bag.



SEC Revision Classes / Classroom-based Summer Learning

- Refer to the guidelines for the Primary and Secondary schools.



Transport

The following recommendations should be considered for school transport:

1. Increase the frequency of transport services
2. Keep journeys as short as possible
3. Retaining the same cohort/cluster of students on every journey. This is essential to allow for proper contact tracing
4. Keeping accurate records of all students on each trip
5. Keep vehicles well ventilated, keeping windows open and no air recirculation
6. Maintain safe physical distancing between students to decrease the number of occupants in the vehicle
7. All students and staff are to wear masks and/or visors at all times.
8. Availability of sanitizers in the vehicle
9. Proper cleaning of the vehicle between journeys
10. Parents of students to take temperature of their children in the morning before attending School. If there are signs of illness, the students should not go to school.

Cleaning and disinfection of transport vehicles

- Drivers are advised to clean their car as often as possible. Cleaning is to be done prior to the pickup of students both in the morning and in the evening
- When cleaning, particular attention needs to be given to all frequently touched surfaces such as:
 - handrails
 - arm rests
 - steering wheels
 - driver doors.
- Wear disposable gloves when cleaning and safely dispose of them immediately after using them once.
- Water and household detergents and the use of common disinfectant products should be enough for cleaning and disinfection. Examples of recommended disinfectants include 70% ethanol and products containing sodium hypochlorite (such as household bleach). Always carefully follow the directions on the product label.
- Wear disposable gloves when cleaning and safely dispose of them immediately after using them once.
- If students with disabilities have a bowel movement, vomit, or have a seizure during a trip it is important that staff are wearing protective equipment (PPE) whilst cleaning the vehicle. The PPEs required include a mask and visor, impermeable apron, and gloves. Appropriate hand washing/ sanitization is important afterwards.



It is also recommended that the driver/operator take the following steps:

- Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains 70 percent alcohol if soap and water are not available. The operator must provide hand sanitizer bottles to all employees that have direct contact with passengers.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Cover your mouth and nose with a tissue when you cough or sneeze, then throw away the tissue in the trash and wash your hands.
- Ask staff and students to sit in the back, preferably behind the passenger seat to create physical distance.
- It is recommended to add a partition (e.g. made from transparent plastic) that spans from the floor to the roof of the vehicle behind the front seats, to create a physical separation from your client.
- Avoid close contact with people who are sick.
- Have tissues and hand sanitizer at the back of the vehicle available for your passengers.

Passengers

- Standing passengers are not allowed in the transport vehicle

Support Contact Tracing

- The staff at the School should keep track of the passengers that disembark school transport for easy contact tracing if needed.
- All students/staff using transport should use the same seating location on the vehicle and a seating plan should be available to assist with contact tracing on transport should it be required.



Annex 1

For further information on how the virus is transmitted, the symptoms of the illness and what to do if sick or have symptoms, refer to:

<https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Pages/symptoms.aspx>

<https://deputyprimeminister.gov.mt/en/health-promotion/covid-19/Pages/resources.aspx>
