



کمنترین قندیدیقئن  
KEMENTERIAN PENDIDIKAN  
MINISTRY OF EDUCATION



# School Re-opening Plan Protocol

**DURING COVID-19**

# PRIMARY SCHOOLS

## 5 Operation Models

There are five models that primary schools may choose to adopt.  
**In ALL models, Year 6 need to Study at School (S@S) 4 days and do Home-Based Learning (HBL) 1 day in a week.**



**Note:**

**HBL** – Home Based Learning

**S@S** – Study at School

**LP** – Lower Primary

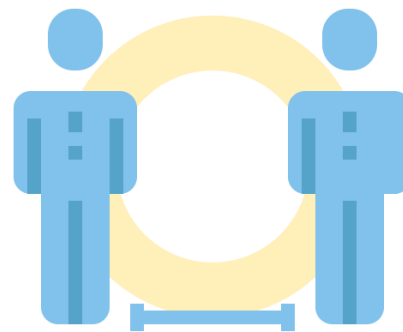
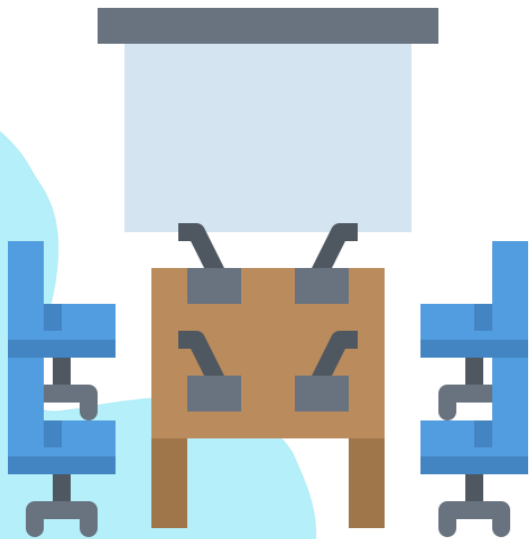
**UP** – Upper Primary

	MODEL 1	MODEL 2	MODEL 3	MODEL 4	MODEL 5
 S@S	LP 0  UP 2	LP 1  UP 2	LP 2  UP 3	LP 2  UP 4	LP 3  UP 4
 HBL	LP 5  UP 3	LP 4  UP 3	LP 3  UP 2	LP 3  UP 1	LP 2  UP 1

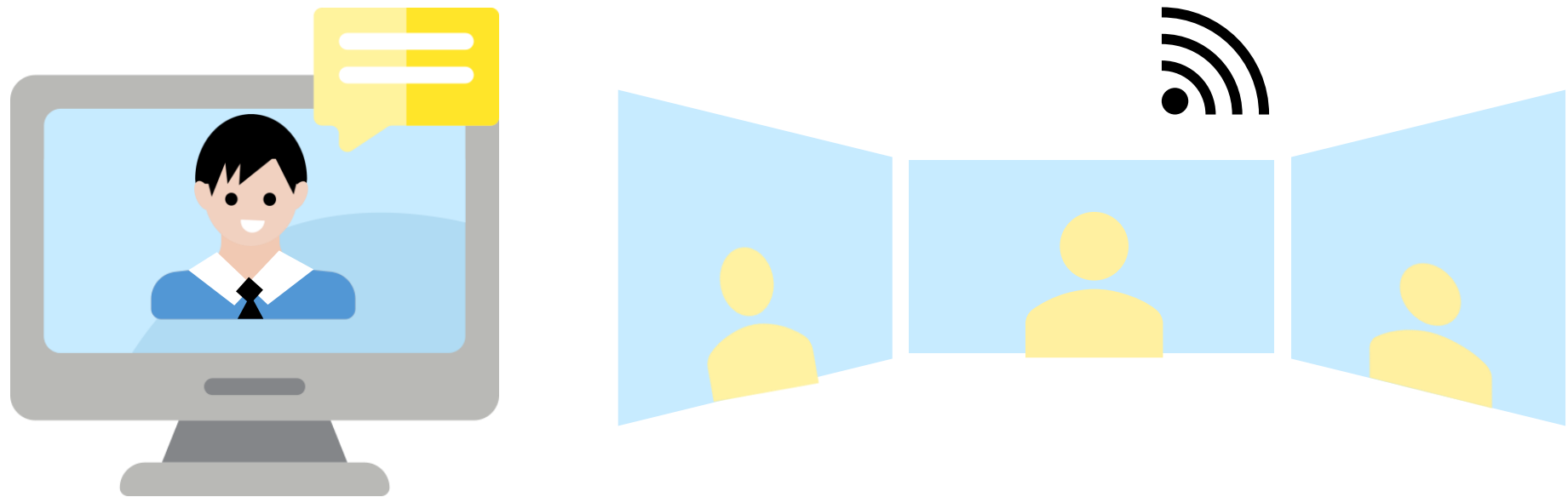
*\* School may consider appropriate number of hours per day for all models*

# THINGS TO CONSIDER FOR PRIMARY SCHOOL

1. To ensure **social distancing**, schools with small-sized classrooms are to use large spaces such as conference rooms, libraries, school halls and suraus.



2. To **minimize number of students (BCP in classroom)**, schools can opt for a mixture of S@S and HBL where teachers can teach via **video-conferencing for students with internet access at home**, and those who do not have can attend school;



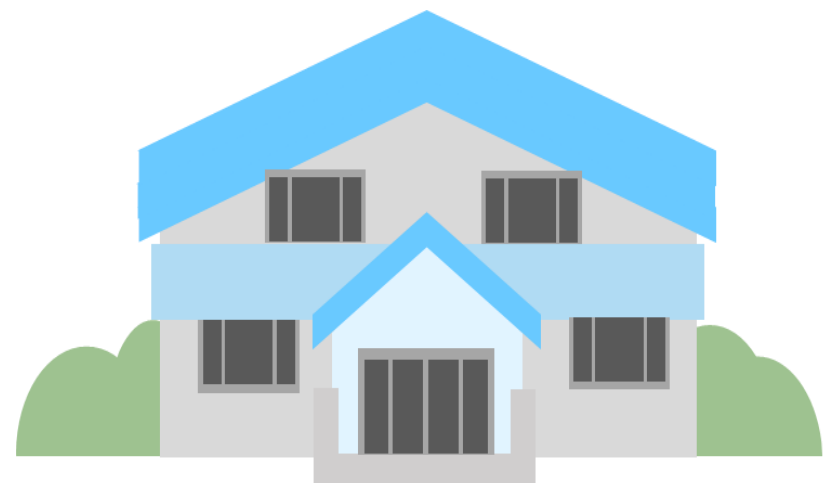
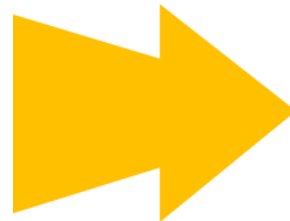
Note:

**HBL** – Home Based Learning

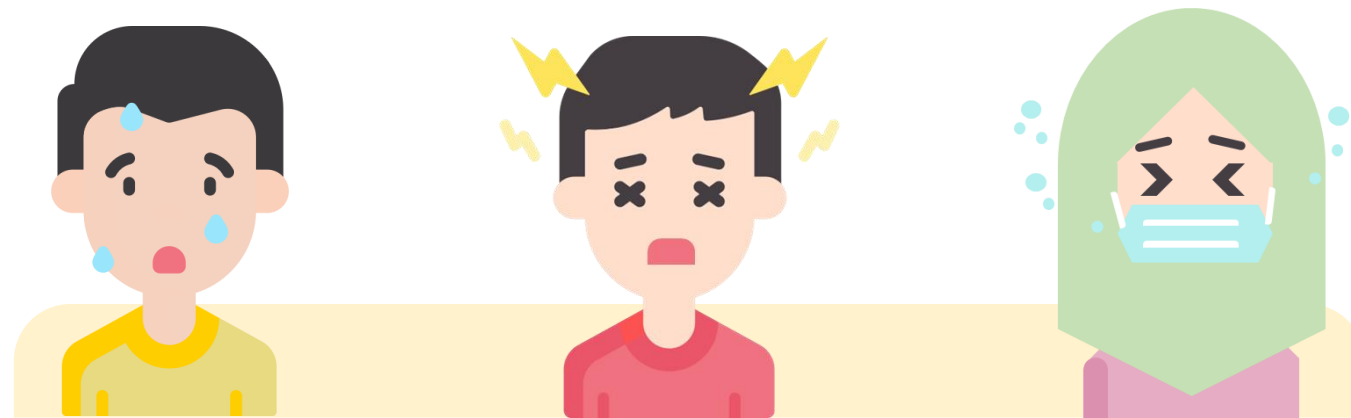
**S@S** – Study at School

\* **BCP** - Business Continuity Plan

### 3. **Small schools** especially those with internet connectivity issues can do **S@S 5 days in a week**



- 4. Vulnerable students** and those showing symptoms are advised to do **HBL 5 days in a week**. Parents are required to immediately take their child from school if they develop any symptoms whilst in school.



- 5. IEP students** can do **1 day S@S** and **4 days HBL**, and **REP students** can do **3 days S@S** and **2 days HBL**

**Note:**

**HBL** – Home Based Learning

**S@S** – Study at School

**IEP** - Individualized Education Plan (**IEP**) and **REP** - Remedial Education Plan

# SECONDARY SCHOOLS

## 5 Operation Models



different days for  
different levels

There are five models that secondary schools may choose to adopt.

In **ALL models, Year 8, Year 10 Exp and Year 11 need to Study at School (S@S) 4 days and do Home-Based Learning (HBL) 1 day in a week.**

Note:

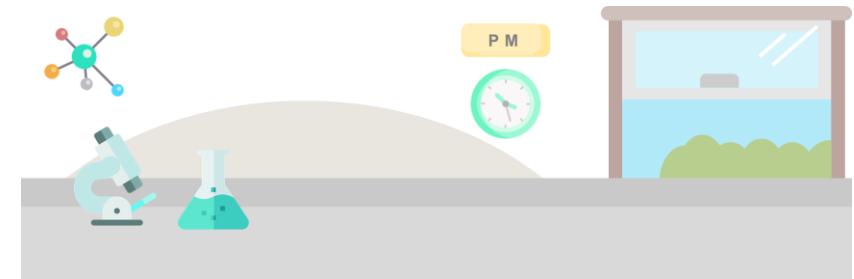
LS – Lower Secondary  
US – Upper Secondary

	MODEL 1	MODEL 2	MODEL 3	MODEL 4	MODEL 5
 <b>S@S</b>	<b>LS</b> 1	<b>LS</b> 2	<b>LS</b> 3	<b>LS</b> 4	<b>LS</b> 4
	<b>US</b> 3	<b>US</b> 3	<b>US</b> 3	<b>US</b> 3	<b>US</b> 4
 <b>HBL</b>	<b>LS</b> 4	<b>LS</b> 3	<b>LS</b> 2	<b>LS</b> 1	<b>LS</b> 1
	<b>US</b> 2	<b>US</b> 2	<b>US</b> 2	<b>US</b> 2	<b>US</b> 1

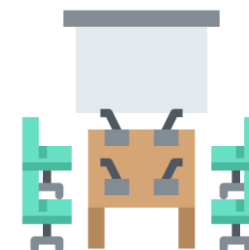
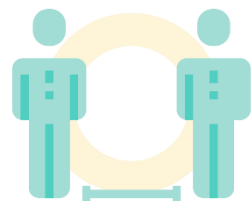
*\* Schools may consider appropriate number of hours per day for all models*

# THINGS TO CONSIDER FOR SECONDARY SCHOOL

1. **Practical classes** can be conducted in the **afternoon** or split into **smaller groups** where possible

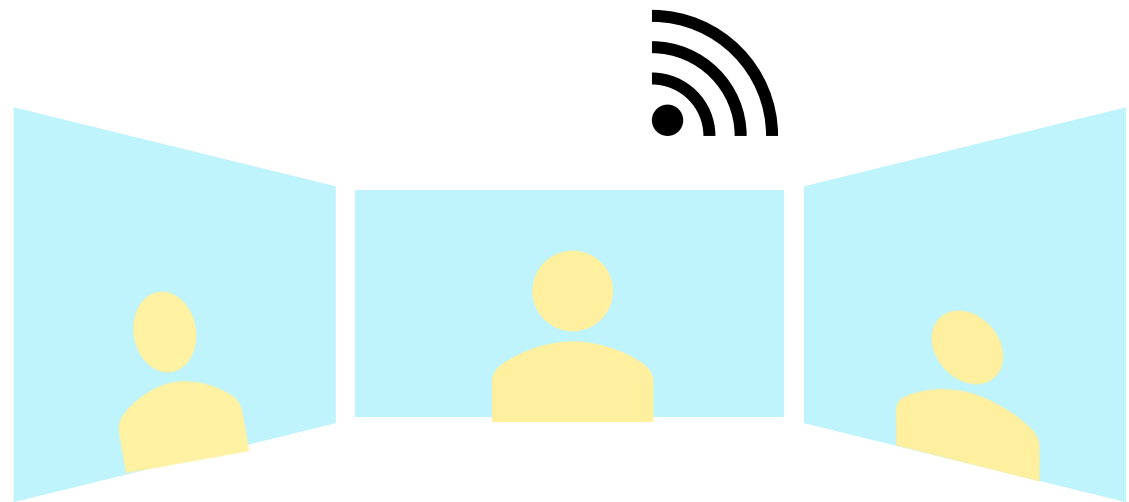


2. To ensure **social distancing**, schools are to use **large spaces** such as conference rooms, libraries, school halls or suraus.





3. To **minimize number of students (BCP in classroom)**, schools can opt for a mixture of S@S and HBL where teachers can teach via **video-conferencing for students with internet access at home**, and those who do not have can attend school;



Note:

**HBL** – Home Based Learning

**S@S** – Study at School

\* **BCP** - Business Continuity Plan

4. **SPORT SCHOOL:** hostel will be closed. Students from far away can do **HBL 5 days a week.**



5. **MSPSBS:** S@S only for subjects involving **projects and practical classes.**



6. **Vulnerable students** are to do **HBL 5 days a week.**



Note:

**HBL** – Home Based Learning

**S@S** – Study at School

**7.** **Pre-Voc and IEP students** can do S@S 1 day a week, and HBL 4 days a week; **REP students** can do S@S 3 days a week, and HBL 2 days a week.

**8.** Students taking subjects with **Practicals and Projects** can do S@S when needed



# SIXTH FORM CENTRES



## 4 Operation Models

There are four models that sixth form centres may choose to adopt.

**Note:**

**HBL** – Home Based Learning

**S@S** – Study at School

	MODEL 1	MODEL 2	MODEL 3	MODEL 4
 <p><b>S@S</b></p>	<p><b>Lower Six</b> 3</p> <p><b>Upper Six</b> 5</p>	<p><b>Lower Six</b> 4</p> <p><b>Upper Six</b> 5</p>	<p><b>Lower Six</b> 5</p> <p>(2 groups alternately)</p> <p><b>Upper Six</b> 5</p>	<p><b>Lower Six</b> 5</p> <p>(2 groups alternately)</p> <p><b>Upper Six</b> 5</p>
 <p><b>HBL</b></p>	<p><b>Lower Six</b> 2</p> <p><b>Upper Six</b> 0</p>	<p><b>Lower Six</b> 1</p> <p><b>Upper Six</b> 0</p>	<p><b>Lower Six</b> 0</p> <p><b>Upper Six</b> 0</p>	<p><b>Lower Six</b> 0</p> <p><b>Upper Six</b> 0</p>

*\* Sixth Form Centres may consider appropriate number of hours per day for all models*

# IMPORTANT INFORMATION FOR STUDENTS

## BRING



**Tissue / Face Towel**



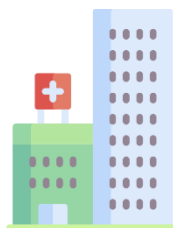
**Drinking Water**



**Hand sanitizers  
(if any)**



**Have your food in your  
respective classrooms  
(during breaktime)**



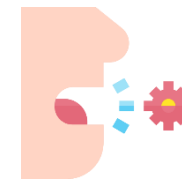
**Follow MOH's  
guidelines**

- ✓ Social distancing
- ✓ Cover face with tissues when coughing/sneezing. Wearing a face mask is encouraged.
- ✓ Do not touch face unnecessarily
- ✓ Wash your hand with soap or use hand sanitizers
  - After cough/sneeze
  - Before and after eating
  - After every toilet use
  - When hands are unclean and dirty

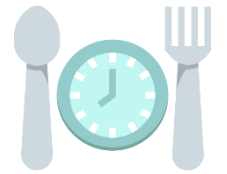
## DO's



**WASH** your hands often  
with soap or use hand  
sanitizers, if any:



After cough /  
sneeze



Before / After  
eating



After every  
toilet use



Hands are  
unclean / dirty

# IMPORTANT INFORMATION FOR STUDENTS

## ✗ DON'T's



**Go to school if you  
are unwell**



**Share personal  
items/food**



**Shake hands or hold /  
touch your friend(s) hand**



**Touch of your face  
unnecessarily**



**Sitting close to a  
friend(s)/teacher**



**Spits on the ground /  
floor**

# IMPORTANT INFORMATION FOR PARENTS

**PROVIDE** your  
child with:



**Tissue / Face  
Towel**



**Drinking  
Water**



**Hand  
sanitizers  
(if any)**



**Pocket  
money with  
exact change  
(\$1 notes and 50  
cents coins only)**

**REMINDE** your  
child to



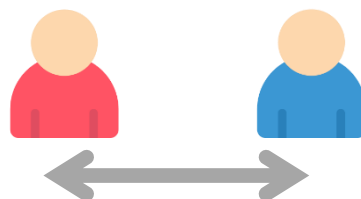
**NOT Share  
personal  
items/food**



**NOT touch  
their face**



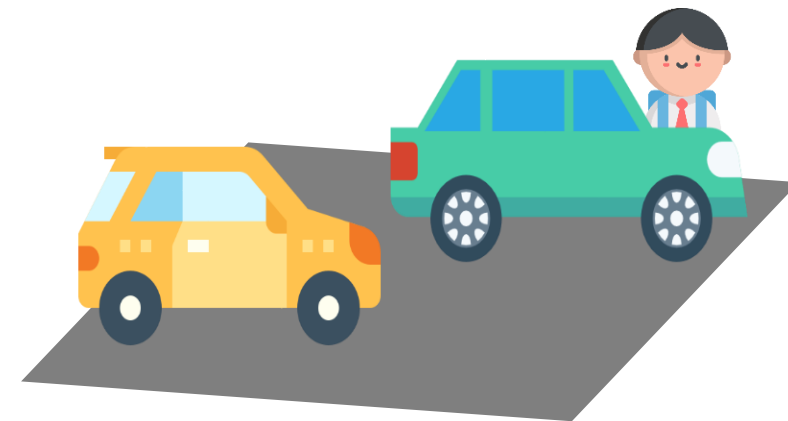
**ALWAYS  
wash their  
hands**



**DO social  
distancing**

**DROP-OFF &  
PICK-UP** your

child at the designated  
area only



# IMPORTANT INFORMATION FOR PARENTS



## DON'T's



Send your child to school if they are unwell



Enter the school area unless you have an appointment



Enter the school are if you are unwell



Allow your child to bring big notes (e.g \$5, \$10, etc) to minimize touching the change money

## IMPORTANT

Only **ONE adult** per family is allowed to enter the school area (to drop off and pick up your child) to avoid crowding.



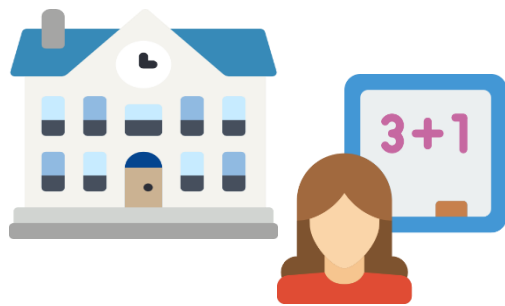


# IMPORTANT INFORMATION FOR TEACHERS

**\*HSN** – High Support Needs



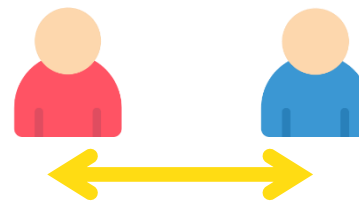
## DO's



**Vulnerable teachers  
only come to school  
for their lessons**



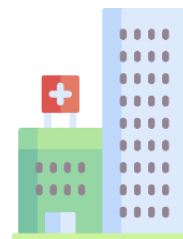
**Teachers are advised  
to wear facemask  
while teaching**



**Social distancing  
with students and  
colleagues**



**\*HSN teachers are to  
wear facemask at all  
time and to frequently  
wash their hands**

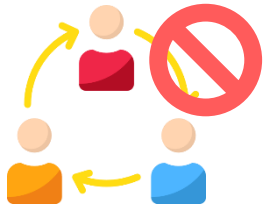


**Follow  
MOH's  
guidelines:-**

- ✓ Social distancing
- ✓ Hand Hygiene
- ✓ Cover face when coughing/sneezing
- ✓ Do not touch face unnecessarily
- ✓ Wash your hands often with soap/sanitizers
  - After cough/sneeze
  - Before/after eating
  - After toilet use
  - When hands are unclean/dirty

# IMPORTANT INFORMATION FOR TEACHERS

## ✗ DON'T's



**Conduct  
student group  
activities**



**Sit close to a  
friend(s) in the  
staffroom**



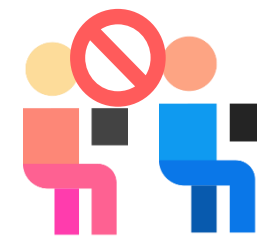
**Allow others  
to come close  
to you**



**Go to school  
if you are  
unwell**



**Touch your face  
unnecessarily**



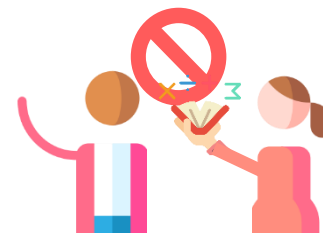
**Allow students  
to sit less than  
1m apart**



**Share your  
personal  
items**

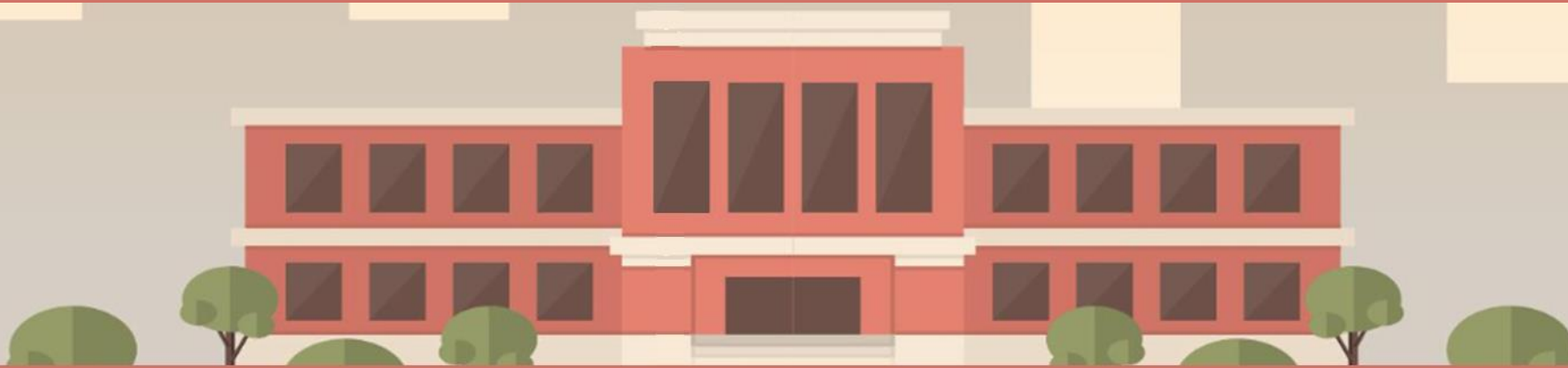


**Spit on the floor  
or ground**

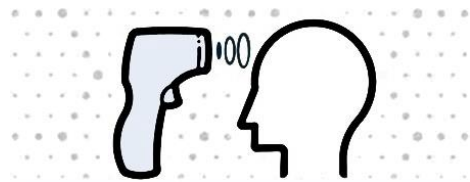


**Allow students  
to share  
physical study  
materials  
(unless it has been  
clean prior)**

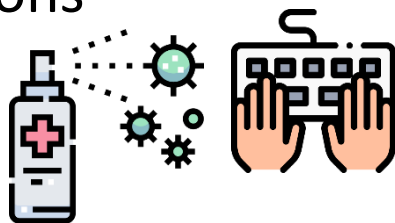
# WHOLE SCHOOL MODIFICATION SCHOOL MODIFICATION



1. Check body temperature of all before entering school area



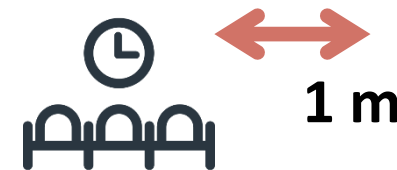
2. Hand sanitizers placed at strategic locations



3. No assemblies, CCA, PE and Drama classes;



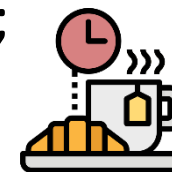
4. Classroom: seating at least 1m apart



5. Modified timetable



6. Staggered breaktime;



7. HLP\* prepared for all levels;



8. All classes to be cleaned at the end of each school day



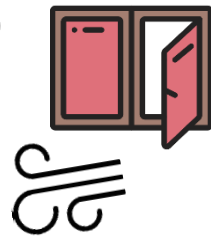
9. Minimise students' movement



10. Mark walking path to control student traffic



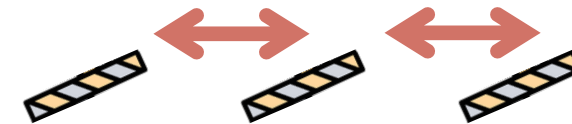
11. Ensure sufficient ventilation of class (e.g. open all windows)



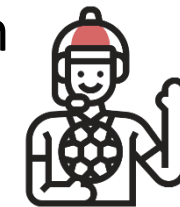
12. Only virtual meetings and PDs



13. Social distancing tape in common areas for queuing (e.g. canteen, library)



14. PE teachers to help supervise students at the canteen



15. Only ONE student is allowed to go to the toilet at a time



# WHOLE SCHOOL MODIFICATION CANTEEN



## Canteen Operators/Staffs to:



- ✓ **Wear face mask & gloves**



- ✓ **Observe cleanliness at all time (wash hands before handling food)**



- ✓ **Clean the canteen area frequently**



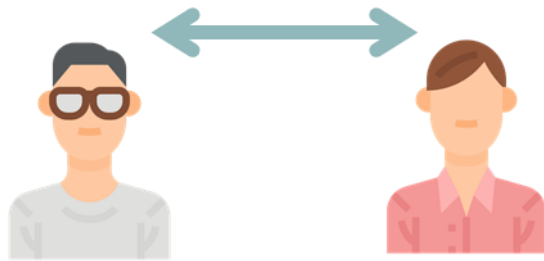
- ✓ **All food sold must cost either \$1 or 50 cent ONLY\***



- ✓ **Implement pre-ordering system (1-day prior)  
\*Optional**

# To follow MOH's guidelines:

**Maintain Social distancing**



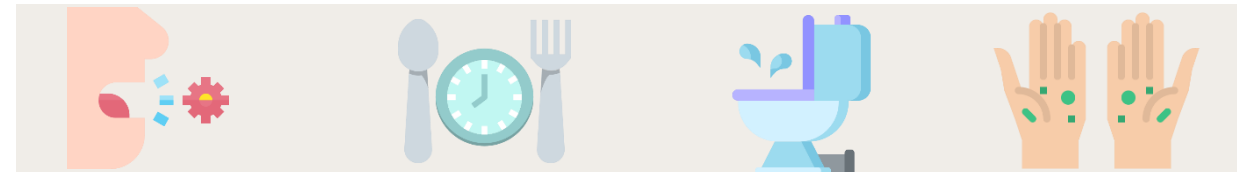
**COVER** your face when coughing or sneezing with tissue and throw it immediately in a bin after use:



**DO NOT** touch your face unnecessarily



**WASH** your hands often with soap or use hand sanitizers:



After cough /  
sneeze

Before / After  
eating

After every  
toilet use

Hands are  
unclean / dirty

