

2020-2021

TIME TO THINK *OUTSIDE The box*

## Face to Face Model

The **F2F (Face to Face) Model** is a fully onsite model that continues to follow some of the sanitary measures established in the Blended Model. The F2F Model allows us to restart full time onsite activities while making the most of the digital tools and skills that were developed with the PAD in the integration of technology to the classroom.



During the F2F Model, some of the evidence of learning will be delivered through the means established for the PAD. With this measure, we will prevent the teacher from handling student material.

We invite you to read our [Safeguarding Policy](#) which applies to all our Learning Models.

## KINDER F2F SCHEDULES

<b>KI to KIII</b> Monday to Friday 	<ul style="list-style-type: none"><li>• Entrance procedure: 08:15 to 08:30 hrs.</li></ul>
	<ul style="list-style-type: none"><li>• Class start time: 08:30 hrs.</li></ul>
	<ul style="list-style-type: none"><li>• Exit procedure: 1:00 p.m. to 1:25 p.m.</li></ul>
<b>After School</b>	<ul style="list-style-type: none"><li>• Exit procedure: 1:50 p.m. to 2:30 p.m.</li></ul>

## ELEMENTARY F2F SCHEDULES

<b>Year PF to Year 5</b> Monday to Friday 	<ul style="list-style-type: none"><li>• Entrance procedure: 07:10 to 07:50 hrs.</li></ul>
	<ul style="list-style-type: none"><li>• Class start time: 07:50 hrs.</li></ul>
	<ul style="list-style-type: none"><li>• Exit procedure: 2:00 p.m. to 2:30 p.m.</li></ul>
<b>After School</b>	<ul style="list-style-type: none"><li>• Exit procedure: 4:00 p.m. to 4:30 p.m.</li></ul>

## MIDDLE SCHOOL F2F SCHEDULES

<b>Year 6 to Year 8</b> Monday to Friday 	<ul style="list-style-type: none"><li>• Entrance procedure: 06:50 to 07:10 hrs.</li></ul>
	<ul style="list-style-type: none"><li>• Class start time: 07:10 hrs.</li></ul>
	<ul style="list-style-type: none"><li>• Exit procedure: 2:45 p.m. to 3:10 p.m.</li></ul>
<b>After School</b>	<ul style="list-style-type: none"><li>• Exit procedure: 4:30 p.m. to 5:00 p.m.</li></ul>

## HIGH SCHOOL F2F SCHEDULES

<b>Year 9</b> Monday to Friday 	<ul style="list-style-type: none"><li>• Entrance procedure: 06:50 to 07:10 hrs.</li></ul>
	<ul style="list-style-type: none"><li>• Class start time: 07:10 hrs.</li></ul>
	<ul style="list-style-type: none"><li>• Exit procedure: 2:45 p.m. to 3:10 p.m.</li></ul>
<b>After School</b>	<ul style="list-style-type: none"><li>• Exit procedure: 4:30 p.m. to 5:00 p.m.</li></ul>

## HIGH SCHOOL F2F SCHEDULES

<b>Year 10 to Year 12</b> Monday to Friday 	<ul style="list-style-type: none"><li>• Entrance procedure: 07:40 to 08:00 hrs.</li></ul>
	<ul style="list-style-type: none"><li>• Class start time: 08:00 hrs.</li></ul>
	<ul style="list-style-type: none"><li>• Exit procedure: 3:00 p.m. to 3:15 p.m.</li></ul>
<b>After School</b>	<ul style="list-style-type: none"><li>• Exit procedure: 4:30 p.m. to 5:00 p.m.</li></ul>

Entrance Procedure



- Before reaching the entrance security point, all the passengers in the car must place their facemasks (covering nose and mouth) to be ready for the student to get out of the car. The teachers are not allowed to open the door to cars with passengers that are not wearing facemasks. The student must bring a second facemask in their school bag.
- Before the student gets out of the car, the person who drops them off must show the **"Symptom Checklist"** filled and signed by the parent or guardian for that day. The teachers are not allowed to let the student out of the car if the Checklist is not presented nor if it is filled at the time of the arrival. The Checklist will be handed in every Friday to the Head Teacher or the Section Assistant to incorporate it to the student's file.
- The student must bring down all their materials on their own and wear a facemask that is suitable for their age and that covers their nose and mouth completely and is sufficiently tight.
- All the students will enter the buildings through the Main Front Desk or through the M&H Front Desk where the Medical Service team will take their temperature again, supervise the disinfection of footwear, apply gel at 70% and will check for respiratory symptoms.
- Upon arrival to the classroom, a second check for respiratory symptoms will be made and gel at 70% will be applied again. The teacher will check that the student has a second facemask in their school bag.
- If a respiratory symptom is detected at any of the checkpoints, the student will be sent to the Medical Service office for a thorough examination.

In the Classroom



- There will be no more than 28 students per classroom.
- The student will apply gel at 70% before they leave and after they enter the classroom.
- Facemasks must be worn at all times.
- The classroom's doors and windows will be open at all times to ensure proper ventilation.
- There will be constant sanitization of all high-frequency contact surfaces (door handles, computer equipment of the classroom, etc.)
- There will be scheduled moments for the student to leave the classroom to wash their hands throughout the day.

Lunch and Cafeteria



- The cafeteria will accept cash transactions and meals will be served to the students enrolled in After School.
- Even though the water dispensers will be constantly sanitized, it is recommended that the student brings to School a water bottle with enough water for the day to avoid using the water dispensers at the School.
- Students will be encouraged not to share their lunch.

Recess



- Recess schedules will be scaffolded for students to have more space between them.
- Only two students will be allowed to eat per table sitting in opposite corners. The students can eat in other areas if they want to.
- External sinks in both cafeterias will be used so the students can wash their hands before they eat and after recess.

Exit Procedure



- When students leave the classroom, gel at 70% will be applied.
- Before reaching the entrance security point, all the passengers in the car must place their facemasks (covering nose and mouth) to be ready for the student to enter the car. The teachers are not allowed to open the door to cars with passengers who are not wearing facemasks.
- The students must load their own materials into the car.

Possible COVID-19 Case



- When a student presents symptoms that are similar to those presented by COVID-19, they will be examined by the Medical Service team and, if there is the possibility of COVID-19, they will be separated from the rest of the School population in the designated area, next to the Medical Service office, while the parent or guardian comes to pick them up.
- The parent or guardian must pick up the student who is a COVID-19 possible case immediately. The student must remain at home during 14 days unless a laboratory test that confirms absence of COVID-19 is presented.
- When there is a confirmed COVID-19 case (confirmed with laboratory results) in the School (student or member of ITJ staff) all onsite K-12 classes will be suspended for 14 days unless the sanitary and education authorities have issued a different instruction at the time the case arises.