** Private elementary school UNES, Javorová 12/644, Nitra**

Dear parents,

We would like to inform you about the next steps of the private primary school UNES. In accordance with the development of the current situation, respecting the planned measures and the decision of the relevant measures of the authorities (The Public Health Authority of the Slovak Republic and The Ministry of Education, Science, Research and Sport of the Slovak Republic), we decided to adjust the basic operating conditions and organization of our school for the duration of the COVID-19 pandemic.

The school teaching process is in progress properly since September 2, 2020. Attendance is mandatory for students.

**September** **2, 2020 first school day**

**9:00**  - arrival of pupils to school (ceremonial uniform),

* the school does not organize a mass school year opening,
* a morning filter is performed at the school entrance, parents hand over the children on entry to the teacher, it is forbidden for legal representatives to enter the school building (with the exception of the first-year pupils),
* the children's temperature will be measured,
* the pupil uses hand disinfection at the front door before entering,
* each pupil must have prepared two signed documents "Health Questionnaire and Declaration of the child's legal representative before the beginning of the school year 2020/2021" and "Declaration of the legal representative on infectivity". We cannot take over the child without this declaration.
* **first-year pupils**: children arrive only accompanied by legal representatives, the beginning of the school year and the information meeting will take place outdoors at the elementary school yard,
* pupils and parents arrive with masks,
* **second-year to seventh-year pupils** leave to their classes wearing masks with headteachers,
* refreshments are provided for pupils.

**11:00** - departure of children from school, please do not enter the school building when picking up a child from school,

* we recommend eliminating the gathering of people in front of the elementary school.

There will be no teaching process on the first day of school, children will get acquainted with the rules and the organization of the new school year.

 School begins according to the timetable on September 3, 2020, the school is open from 7:00 to 17:00. Children's meals will be provided.

The Public Health Authority of the Slovak Republic and The Ministry of Education, Science, Research and Sport of the Slovak Republic prepared a document determining the basic operating conditions of elementary schools for the duration of the COVID-19 pandemic. The document is designed as an Alert (warning system) system and a manual of recommendations in three levels - green, orange and red. It's a traffic light of rules during a coronavirus pandemic. Our school will provide all the conditions to ensure the safety and health of pupils and school staff. We keep in force most of the preventive measures from last year. The measures are based on the **MDH** principle - Mask, Distance, Hands.

You can find more detailed information on the website: www.ucimenadialku.sk

**From September 3, 2020 to September 14, 2020**, the following measures are in force:

* Morning pupil's and school stuff's temperature measurement.
* Wearing masks in the hallways and in common areas, fifth-year to seventh-year pupils also in the classroom.
* Frequent and intensive ventilation of the premises is ensured.
* Disinfection of hands of all persons at the entrance to the building.
* Prohibition of legal representatives entering the school building.
* Handing over / picking-up of children at the entrance to the building, there will always be a teacher at the reception who will pick up / hand over the child (the filter is secured from 7:00 to 8:30, and from 14:00 to 17:00, it is very important that you pay attention for punctuality).
* Each pupil must have prepared two signed documents "Health Questionnaire and Declaration of the child's legal representative before the beginning of the school year 2020/2021" and "Declaration of the legal representative on infectivity" (annex).
* At each interruption of a pupil's attendance at primary school for more than three days, the legal representative submits a written declaration that the pupil does not show symptoms of a transmissible disease and has not ordered a quarantine measure (annex).
* **Meals** will be served the usual way, but there will be a time schedule in the canteen so that the children do not gather. Children do not take food or drink on their own and do not even take cutlery. Disinfection will be provided at the entrance to the school canteen, and tightened hygiene rules will have to be observed when preparing and serving meals.
* Children bring their own signed bottle and paper tissues.
* The pupil has 2 masks with him, he puts one in the locker.
* The school bus will be in operation.
* The school will ensure thorough cleaning and disinfection of elementary school premises before opening, it will also provide sufficient disinfectants for personal hygiene and disinfection, as well as personal protective equipment, non-contact thermometers, etc.
* The gym will not be used until September 20, 2020, activities will be organized so that it is possible to spend most of the day outdoors, either on or off the school premises. Physical-educational activities will also take place in the external environment.
* Teachers will repeatedly warn pupils to follow hygienic rules when coughing and sneezing. Movements of groups of pupils, movement in the corridors, lavatory visits or common areas will be organized in order to eliminate contacts between groups and individuals, including school staff.
* The toilets are equipped with soap in the dispenser and disposable paper towels for safe drying of the hands. Cleaning and disinfection of lavatories will be provided at least twice a day and as needed.
* Cleaning staff will be informed and instructed on the tightened cleaning conditions and the need for continuous cleaning and disinfection of contact surfaces, other surfaces and objects.
* Thorough cleaning of all rooms in which pupils, teachers and other school staff are present must be performed at least once a day. Disinfection of contact surfaces, other surfaces or objects used by a large number of people will be performed at least twice a day and as needed (e.g. door handles).
* After-school activity is suspended (except for English and Spanish conversations), instructions regarding its activities will be issued by The Ministry of Education, Science, Research and Sport of the Slovak Republic on October 1, 2020.

**Legal representative**: is responsible for the observance of hygienic-epidemiological measures when a pupil arrives at school and when a pupil leaves school:

* provide their child with two masks and paper disposable tissues every day,
* follows the instructions of the school director, which regulate the conditions of operation of elementary school until the end of the school year 2020/2021,
* submits a written statement at the first enrollment of a pupil in elementary school or after each interruption of a pupil's attendance in elementary school for more than three days stating that the pupil does not show symptoms of a transmissible disease and has not ordered a quarantine measure,
* if children have a suspected or confirmed illness of COVID-19, they shall immediately inform the relevant teacher and the school director about the situation. It is also the duty of the legal representative to report quarantine immediately if the child has been ordered by a general health care doctor for children and adolescents or by a locally competent regional hygienist. Under these conditions, the child is excluded from school,
* no one with signs of a respiratory infection that could correspond to the known symptoms of COVID-19 (fever, cough, vomiting, skin rash, diarrhea, sudden loss of taste and smell, another sign of an acute respiratory infection) shall enter the elementary school premises.

If pupils show any of the possible symptoms of COVID-19 during the day, they will be placed in a separate room and we will contact legal representatives who will pick them up immediately.

If a elementary school employee develops symptoms of COVID-19 during the working day, they shall immediately inform the school director and leave school as soon as possible wearing a mask.

In case of confirmation of the disease, the elementary school proceeds according to the guidelines of the Regional Public Health Authorities in Nitra.

We will inform you about the changes and guidelines of The Public Health Authority of the Slovak Republic and The Ministry of Education, Science, Research and Sport of the Slovak Republic, which will concern the teaching process in the school, no later than on September 14, 2020.

We are very happy to meet again in the new school year on the premises of our school. We look forward to welcomimg you.

In case of any questions, I am at your disposal at any time.

Sincerely,

Iveta Orolínová, school director