

## COVID-19 SOP at Hostel

1. Wardens to ensure physical distancing at all times in the hostel (study hours, entry of details by students, playing, sleeping, bathing etc.).
2. Ensure every student wears face mask, face shield, hand gloves, before exiting the hostel.
3. Ensure that the gloves and the mask (non-re-useable) are discarded into a closed dustbin by the students before they enter the hostel.
4. Upon entry to hostel, hostel assistant must sanitize facial shield and hands of students.
5. Warden to ensure that no body except those who reside in the hostel shall enter the hostel.
6. Parents, visitors and staff (who do not reside in that hostel) shall not enter.
7. Housekeeping staff and maintenance staff can enter the hostel with the permission of the warden only when the children are not in the hostel. These movements must be logged and specifics to be present on ERP.
8. Nobody to touch any personal belonging of the children like – clothes, bag, books, stationeries, laptops, bedsheets, pillow covers, suitcase, cupboards, shoes, buckets, mugs etc. as the same is cause of disease spread. Housekeeping staff to sanitize/disinfect corridors, passage in dormitory, space between the beds, door handles, cupboards handles, railings of the stairs and bunker beds, switches, grills, toilets, shoe rack, laundry rack, water dispensers, dryers, taps etc. and other frequently touched items.
9. Wardens to speak about covid-19 safety all the time.
10. School nurse to visit all hostels to check on student's health every day and speak to children about hygiene and covid-19 safety.
11. If there are flu like symptoms or any other health issues observed by wardens, staff or fellow students, it must be brought to the notice of the nurse immediately. If flu like symptom, it is advised to quarantine the student at the infirmary
12. Warden to allow students to meet parents at the school's café with mask, face shield and gloves on students at 2 meter distance. The duration of the visit cannot exceed 15 mins to check the spread of the virus if the visitors are asymptomatic carriers of the virus.