



WOODLANDS

INTERNATIONAL COLLEGE

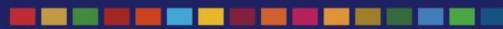


PRE-PRIMARY • JUNIOR COLLEGE • SENIOR COLLEGE



COVID-19

RESPONSE





PRE-PRIMARY COLLEGE | COVID-19 RETURN STRATEGY POLICY AND PROCEDURE

LAST REVISED DATE 11 January 2021

"IT IS NOT THE STRONGEST OF THE SPECIES THAT SURVIVE, NOR THE MOST INTELLIGENT, BUT THE ONE MOST RESPONSIVE TO CHANGE." - Charles Darwin

PURPOSE

The requirements of this document was triggered by the onset of the COVID-19 coronavirus pandemic, which occurred worldwide, in all industries and all communities. The effect of COVID-19 has the potential to quickly spread and possibly cause death to those infected.

Therefore, the purpose of this policy and procedure gives guidance and establishes preventative post lockdown control measures to Management to ensure the safety and health of all students, employees and visitors from the time they arrive at Woodlands campuses, until they leave the campuses.

One should be mindful that these procedures and guidelines may need to be changed from time to time and will continue to be in force until such time as the Directors, Principals and Deputy Principals decide to resume normal operations.

It is Woodlands intention to ensure that every reasonable possible infection is detected before entering the premises and to prevent any possible infection being contracted on our campuses.

SCOPE

The standard applies to all WOODLANDS CAMPUSES, EMPLOYEES, STUDENTS AND VISITORS.

DEFINITIONS, REFERENCES AND ASSOCIATED DOCUMENTS

THIS COVID-19 policy and procedure gives effect to the following legal references

Occupational Health and Safety Act 85 OF 1993, Section 8(1) - "Every employer shall provide and maintain, as far as is reasonably practicable, a working environment that is safe and without risk to the health of his employees"

Disaster management Regulations issued in terms of Section 27(2) for public transport (7 April 2020)

Department of Employment and Labour Workplace Preparedness: COVID-19 guidelines.

Department of Basic Education Guidance for childcare facilities and schools on Covid-19 circular No. 1 of 2020



Regulations for Hazardous Biological Agents (Government Gazette 22956 - GN R1390 of 27 December 2001).

Regulations issued in terms of Section 27(2) of the Disaster Management Act, 2002 (17 March 2020) and amended by Government Gazette No. 43096 on 15th March 2020.

Disaster Management Act, Government Notice No 479, Covid-19 Occupational Health and Safety Measures in Workplace (C19 OHS) Gazette No. 43257 of 29 April 2020.

Department of Health / National Institute for Communicable Diseases (NICD) - Notifiable Medical Conditions web page.

Disaster management Regulations issued in terms of Section 27(2) for public transport (7 April 2020)

Department of Employment and Labour Workplace Preparedness: COVID-19 guidelines

Department of Basic Education Guidance for childcare facilities and schools on Covid-19 circular No. 1 of 2020

Annexures (not included, due to volume)

Annex 1	Pre-opening checklist.
Annex 2	Screening register.
Annex 3	Health Check form.
Annex 4	Training attendance register.
Annex 5	Equipment & Disinfectant procurement needs list.
Annex 6	Identify high-risk areas.
Annex 7	Cleaning, Disinfecting & Sanitising checklist.
Annex 8	PPE (Personal Protective Equipment) survey.
Annex 9	PPE Issue register.
Annex 10	Biohazard bins register.
Annex 11	Safe disposal of biohazards register.
Annex 12	Daily walk-around inspection checklist.
Annex 13	Hygiene facilities inspection checklist.
Annex 14	Appointment letter of Manager to Address Employees or Workplace Representative.
Annex 15	# Timetable for Phased Return-to-Work, List of staff who can work from home, Staff rotational arrangements.
Annex 16	# Working arrangement to ensure social distancing and area-bound.
Annex 17	# Testing facilities arrangement and contractor
Annex 18	Checklist for Decontamination after a reported case of COVID-19
Annex 19	Appointment of a Compliance Officer
Annex 20	Risk Review Checklist



Annex 21	Risk Review Log
Annex 22	Department of Labour OHS Covid-19 Safety Measures - GN 43257 – 29 April 20
Annex 23	Disaster Management Plan – Annex E-Workplace Plans – GN 43258 – 29 April 20
Annex 24	# Contracted Disinfection Certificates
Annex 25	# Disposal Certificates of biohazard material
Annex 26	# Service Level Agreement of biohazard services
Annex 27	Covid-19 Risk Assessment
Annex 28	Isolation Policy and Procedure
Annex 29	Employee Covid-19 Workplace Rules
Annex 30	Special Measures and Suitability to Return to Work
Annex 31	Incident Report Form
Annex 32	Close Contact Identification Form
Annex 33	Management of Coronavirus at Woodlands
Annex 34	Infection Control Protocol

Definitions

Cleaning removes germs, dirt, and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

Disinfecting kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. This process does not necessarily clean surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

Sanitizing lowers the number of germs on surfaces or objects to a safe level, as judged by Public health standards or requirements. This process works by either cleaning or disinfecting surfaces or objects to lower the risk of spreading infection.

Deep Clean is a “code red” disinfection of a building in line with required Biological Hazard Regulations requirements for viral containment.

BCEA	Basic Conditions of Employment Act
Covid-19	Coronavirus Disease 2019
DMA	Disaster Management Act, 2002 (Act No.57 of 2002)
OHSA	Occupational Health and Safety Act, 1993 (Act No.85 of 1993)
PPE	Personal Protective Equipment
Virus	means SARS-CoV-2 virus
EHS	Environmental Health and Safety
WHO	World Health Organisation
NICD	National Institute of Communicable Diseases



Covid-19 Coronavirus

RESPONSIBILITIES AND AUTHORITY

The Directors together with the Principal and Deputy Principals of each phase of the College is responsible for ensuring that this procedure is implemented at their respective campuses. The Directors together with the Principal and Deputy Principals of each phase of the College is responsible for ensuring the necessary security and cleaning resources are available on each campus with the re-open after the lockdown.

PROCEDURE

General Requirements applicable to PRE-PRIMARY campus.

Access Control for students and Visitors to Sites

Pre-Primary College Campus Access Control and Visitors to Sites

Students may be dropped off any time between 7h00 and 8h00

In order to facilitate a smooth transition there is a staggered pick up time as below. should parents be unable to collect the student at the designated time an alternative time can be arranged by notifying the teacher.

STAGGERED PICK UP TIMES:

Grade 0000/000: 12h00 to 12h30

Grade 00: 12h30 to 13h00

Grade 0: 13h00 to 13h30

In the exceptionally rare instance when a **visitor** has by prior written approval been granted permission to access the College campus for an **essential meeting (i.e. all meetings must take place on-line unless absolutely essential) with a Principal or HOD**. The visitor will be fever screened at the entrance point to the Pre-Primary parking lot, prior to entering the premises. The visitor will be screened by the **security guard utilising a handheld temperature scanner**; the visitor will be **denied access should temperature be elevated** i.e. (higher than 37.5 C). Every visitor that is allowed access will be recorded on a **Screened Register**. The screening will be accompanied by a **“Health Check” form**. (Annexure 2 - Screening Register and Annexure 3 - Health Check Form).

PP Parents and students will arrive at their communicated **start time and end time to drop off or collect** their child at the PP. Parents must pull up to the demarcated drop off area where their temperature will be taken while they remain seated in their car. The child will be assisted out of the car once their temperature has been taken. If the child's temperature is below 37.5 the child will then be escorted through the sanitisation station. There will be a number of staff at the stations to assist parents and children through the process of students being tested. At all times,



both parents and students must adhere to the social distancing protocol of 2m and wearing of face masks.

Should a parent or a student have an **elevated temperature** of **over 37.5°C** or above they will be directed to the holding parking bay where their temperatures will be **retested after 5 minutes**. Should the temperature still be elevated over 37.5°C after 5 minutes, the parent and student will not be allowed access to the PP premises whatsoever.

Please be aware that the internal temperature in the car could affect the body temperature so please do not use the car heater at its maximum.

There will be a **sanitisation station** situated at entrance to the Piazza. Every person wishing to enter the Pre-Primary building (**student, employee, parent or visitor**) are to go through the sanitisation station.

As mentioned there will be a minimum of **10 digital thermal thermometers** at the testing station to ensure the speedy movement of students through the access control point, all staff will be trained to manage this area efficiently so that a student's temperature is **read** and **recorded**.

Once the testing and sanitisation process is completed, students will be handed over to a member of staff who will escort them to their respective classrooms.

Should a student develop an **elevated temperature 37.5°C**, **during** the course of the **day**. Temperature testing and recording will take place during the course of the day in order to continuously monitor students' temperature, this way any elevated temperature can be picked up immediately. Should a student's temperature elevate, they will be moved to the isolation rooms and their parents will immediately be called to collect the student. One member of the aftercare staff will be in charge of the isolation rooms and sit with the student until their parents arrive. (see Annexure 28 - Isolation Policy and Procedure)

Access Control | Traffic Control and parking allocation

Pre-Primary parking and Piazza control for Pre-Primary College Campus

Access Control and Visitors to Sites | General

No visitors are allowed to any campus, unless by prior written agreement. **Essential visitors** (eg a parent who can't have an on-line meeting with the Principal or Deputy Principal) may in **rare instances** come to site and will only be allowed access with a pre-arranged appointment and must wear a mask, gloves, go through the temperature testing station, complete health form and go through the sanitisation tunnel. Where essential deliveries are to be taken at the gate - no delivery vehicles or delivery people must come onto the premises to prevent risk of infection. e.g. should a delivery of ink cartridges come, the box is to be taken from the delivery man, only once his temperature has been taken. The box must then be taken through the sanitisation tunnel. Should the delivery be too big then the delivery men will have to bring deliveries through the sanitisation tunnel, after going through the temperature tests station, complete health form and then bring the deliveries through the sanitisation tunnel.



Exit Control for students

End of academic day times will be staggered to reduce the number of students and employees exiting the campus at once and thereby reduce the risk of infection. Every student and employee will be required to go through the sanitisation station before entering the pick-up vehicle.

End of day temperatures of every student and employee will be taken in the last 30 minutes of the day in class and recorded. At the end of the day, teachers will accompany their classes safely to the **pick-up area**, where students will wait in the pick-up area to be collected.

Parents will pull up to the drop off area, they will be approached by a Covid-19 patroller to find out the name and grade of the child they are collecting. The patroller will radio the teachers in the waiting area who will move the child through the sanitation tunnel to the parents waiting in the car.

Please **wait patiently in your car, in the queue, until the car ahead of you moves forward.**

Students will only be moved from their classrooms to the pick-up area at the time of their designated pick-up time to maintain social distancing. Where there are **siblings** that travel together, they may be collected together at the latest pickup time slot. Parents to please notify teachers of this arrangement

Should your child be **collected by taxi, uber or other** please notify the secretaries so that we can keep a strict control of the pick-up. Please ensure that you notify the taxi, uber or other of the pick-up procedure to avoid confusion and a break in protocol.

Aftercare

At the end of the academic day the students registered with Aftercare will be collected from their class and sanitisation will take place before they are seated to be served their lunch. Each grade will be kept separate during lunch and after where they will be occupied in their separate designated areas. sanitising will take place hourly or whenever deemed necessary

Personal Protective Equipment (PPE) - Students

Cloth Masks - minimum 2PLY

The main benefit of everyone wearing a cloth mask that covers the **nose and mouth** is to reduce the amount of virus droplets being coughed up by those with the infection and transmitted to others and to surfaces that others may touch. Since some persons with the virus may not have symptoms or may not know they have it, the Department of Health requires that all persons wear a cloth 2 ply mask when in a public place.

Students are to supply their own 2 ply face masks which meet with the Department of Health's standards. Students are to have a minimum of **three** face masks with them at all times, one mask on the face and two spare masks in the event of accidents (please provide a packet to place the used/broken mask in, when alternating between masks). Student's masks must be 2 ply; masks may not be vulgar/scary in any way eg no halloween masks. Masks are to adhere to basic government requirements. Students' masks must have their names on them, students may



not share masks and must report to the College secretary should they forget or have an accident with the mask, they will be able to buy a mask from the College. Students are encouraged to **wear shields** as well. Note: a student still has to wear a mask if they wear a shield. Student's may remove their masks to eat and drink and preferably should eat behind a shield. Especially during the summer months' shields are recommended for outdoor play.

Students' uniforms have to be washed at home every day. **No student may return to school in the uniform they wore the previous day.** The maroon bomber jackets must be washed or wiped down thoroughly, daily. Students will be able to purchase all uniforms at discounted prices from School & Leisure between now and the 31st May 2020.

Personal Protective Equipment (PPE) - Employees

Woodlands will supply all employees with **two masks** and **one shield**, these masks are to be **washed and ironed daily by staff at their home.** **Both masks** are to be with staff at **all times** in the event of an accident e.g. elastic breaks or blood nose etc. Staff are to provide the College with an indemnity form, releasing Woodlands from any responsibility of washing and ironing their mask and sanitising their shields on a daily basis, responsibility becomes employees daily.

Woodlands will wash and iron the support staff's masks and PPE clothing on a daily basis on site and sanitise their shields.

Woodlands will supply the support staff with the necessary protective clothing including coverall **chemical hazmat isolation suit** when working with chemicals for disinfecting.

All cleaning staff are to wear industrial gloves whilst cleaning and emptying hazard waste bins (tissues, paper towels). **Gloves** will be worn by all employees **scanning temperatures** or carrying out specific tasks requiring gloves. When wearing gloves, same hand protocol is followed ie wash hands/gloves 20 seconds every hour and sanitise regularly (minimum of once every 60 minutes)

Employees are encouraged to wear their own gloves should they find the hand sanitizer irritating to the skin but, should be very cautious to wash and sanitise the gloves and as regularly as the protocol dictates i.e. wash hands/gloves for 20 seconds every hour.

All persons entering a site must wear a **regulation 2 ply face mask**, if they wear a **shield** they still have to wear a mask plus shield. Only face masks as stipulated in Government Regulations or directives (2 ply face mask) may be worn by students, employees or visitors who come onto campus.

Temperature and Symptom Screening (Health Check) and Isolation Procedures

Woodlands will screen every employee, student and visitors at the time that they report to campus, to ascertain whether they have any of the observable symptoms associated with COVID-19, namely fever, cough, sore throat, redness of eyes or shortness of breath (or difficulty in breathing);



Require every student, employee and visitor to report whether they suffer from any of the following additional symptoms: body aches, loss of smell or loss of taste, nausea, vomiting, diarrhea, fatigue, weakness or tiredness; and

Require all students, employees and visitors to immediately inform Woodlands if they experience any of the symptoms in sub-clauses (A) and (B) while on campus.

(A) Employers, students, visitors must comply with any guidelines issued by the National Department of Health in consultation with the Department in respect of:

- (1) Symptom screening; and
- (2) If in addition required to do so, medical surveillance and testing; and
- (3) If a person presents or reports symptoms of COVID-19.

(B) If an employee, student or visitor presents him/herself with those symptoms, or advises of these symptoms, Woodlands must:

- (1) Not permit the student, employee or visitor to enter the campus or report for work; or
- (2) If the worker is already at work, immediately:
 - a) Isolate the worker, provide the worker with a FFP1 surgical mask and arrange for the worker to be transported in a manner that does not place other workers or members of the Woodlands community at risk either to be self- isolated or for a medical examination or testing; or
 - b) Arrange to place the person in isolation facilities;
 - c) Arrange for a medical practitioner or nurse to attend to the worker;
 - d) Assess the risk of transmission, disinfect the areas affected, refer those who may be at risk for screening and take any other appropriate measure to prevent possible transmission.

(C) Ensure that the person is tested or referred to an identified testing site;

(D) If a person has been diagnosed with COVID-19 and isolated in accordance with the Department of Health Guidelines, an employer or student may only allow a worker to return to work on the following conditions:

- (1) The student or employee has undergone a medical evaluation confirming that the worker has been tested negative for COVID-19;
- (2) The student or employee ensures that personal hygiene, wearing of masks, social distancing, and cough etiquette is strictly adhered to by the worker or student; and
- (3) Closely monitors the student or employee for symptoms on return to work.



- (E) Fever screening and recording must be carried out on all persons that wish to enter the premises.
- (F) Fever screening will be conducted **on arrival, at mid-morning and again at the end of the day and recorded**. To ensure that any temperature spike is immediately detected in any person on the campus
- (G) The screening will be carried out by a trained person, with an approved temperature scanner.
- (H) The screening will be accompanied by a “Health Check” form, which must be completed by the person wishing to enter the College.
- (I) Every student and employee that has been screened will be recorded on a Screened Register.
- (J) People with an elevated temperature (higher than 37.5°C) will be denied access to the premises.
- (K) Identify persons with pre-existing conditions that will predispose them to COVID-19 for closer monitoring.
- (1) Persons who meet the NICD criteria of a person under investigation (PUI) must be referred to the designated isolation area for further testing. This may be off-site.
 - (2) Keep a register of people, presenting symptoms and persons referred as PUI’s.

It is essential to ensure absolute confidentiality of any personal details of employees, students and visitors.

See Annex 2 for the Employee and Visitors Screened Register.

See Annex 3 for the Health Check form.

Cleaning and Sanitation

Hand sanitisers will be available at all main entrances to the campuses as well as **high usage/traffic areas** e.g. entrance, reception, bathrooms, corridors etc. and classrooms. Sanitisers must contain at least **70% alcohol** and will be in compliance with a national or international standard (e.g. EN, SANS, ISO).

The **workplace** should be **cleaned and decontaminated** with disinfectant at regular intervals throughout the day. **Frequently touched** surfaces such as door handles, toilet seats, basins, desks and phones must be **disinfected** by cleaning staff. No equipment may be shared by individuals. The classrooms will be fogged at the end of each day by a high pressure fogger ensuring each class is virus free.

Telephone handsets must be frequently sanitised and reception staff are to remain on one handset for the duration of the pandemic. If a handset is to be shared, the handset is to be



sanitised when passed between employees (sanitise when passing and again before passing back).

The World Health Organization (WHO) and Centres for Disease Control and Prevention (CDC) recommend that appropriate disinfectants with proven activity against enveloped viruses be used to minimize the risk of transmission for COVID-19:

- Hypochlorite (bleach or jik)
- Alcohol (~70%)
- Hydrogen peroxide
- Phenolic compounds
- Quaternary ammonium compounds (QAC)

All disinfectant used at WOODLANDS campuses must be EPA approved for Covid-19.

All **waste** that has been in contact with an individual (e.g. tissues, masks, gloves, food) should be disposed of in clearly marked **BIOHAZARD BINS** and removed off site in terms of the **Biohazard protocol**. See Annexure 10 (biohazard bins register) and Annexure 11 (safe disposal of biohazard register)

Covid-19 Awareness

Awareness posters and material are readily available and visible at all campuses as a constant reminder of desired behaviours e.g. hand washing, coughing etiquette, not touching your face, wearing your mask, temperature testing etc. Online training on hand washing as well as the correct use of face masks / shields must be done prior to the re-opening of any Woodlands phases. All Covid-19 awareness and hygiene training will be provided and conducted by the College.

Social and Operational distancing

A social distance of at least one and half meters and where possible two meters between persons must be maintained at all times. No physical contact will be allowed.

All non-essential meetings and/or gatherings are to be **cancelled** until further notice and conducted on-line. Assemblies are cancelled.

Where **essential meetings** must be held, the attendance **must be a maximum of four** personnel and the meeting must be held in a room where a distance of at least two meter between participants can be easily achieved. The meeting areas must be well ventilated and disinfected after use.

Staff Rooms, General Social Areas

Students must bring their own water bottles and have their name clearly written on the bottle. No student may bring lunch to College which needs to be warmed up, all kitchens and staff rooms



are closed and warming up of food is not permissible. Employees may not gather within a **staffroom** facility; staffroom will be **closed**.

Training and audits

Refresher training of all members of WOODLANDS staff and student body must be trained electronically/online and face-to-face by the Principals, Deputy Principals and Compliance Officer before their return date to College. All staff will be trained face-to-face on their return dates - please note these dates might change...

- **Wednesday 13 January: Pre-Primary**

All **employees** are to **receive training** and then **sign** a document proving they have received such training and agree to adhere to the policy and procedures put in place. Audits of staff and students' compliance with Health & Safety will take place daily. The auditor and auditee must at all times wear a face mask, complete a daily audit form on each member of staff.

Contractor Management

All **non-essential** contractor work shall be **cancelled**.

Essential contractors, including the **security company** personal work shall be based on the following criteria:

- Safety related critical work.
- Legally required contractor work.
- Operation continuity critical work.

All maintenance work must be coordinated through the Directors.

Any contractor that is required to conduct **critical work**, will be asked to **declare in writing** (Email, letter) of the following:

- Travel within the last 14 days
- Interaction with confirmed COVID 19 cases
- Symptoms – Fever >38°C, sore throat, coughing etc.

If any contractor declares that they were in contact or are awaiting test results they will not be allowed onto any WOODLANDS campuses and alternative contractors must be procured.

Contractors that declare any symptoms as specified above must be informed that they must seek medical attention and will not be allowed onto the premises.

Contractors when arriving at the WOODLANDS campuses shall be expected to adhere to all WOODLANDS Covid-19 requirements (temperature reading on entrance, wearing of mask, social distancing etc.)

Security staff will have to go through a temperature testing and sanitisation on arrival.



Ventilation

All class rooms and other rooms must remain **well ventilated**. It is recommended that windows and doors are kept open during the day for natural ventilation, weather permitting. No central air conditioning units or mobile air conditioning units may be used. Only mobile fans may be used in the computer rooms. **Heater units** are **NOT** allowed on sites, due to high fire risk and drain on power. Students and employees may bring blankets to College, cleaning protocol to be established.

Cleaning and Sanitation

In addition to the main entrances and high usage/traffic areas as discussed above, **each classroom will have a hand sanitiser available**. **Biohazard Bins (marked correctly)** must be positioned outside the classroom door on the corridor, **strictly** for the use of disposal of tissues and other **biohazard material** to be thrown into the bins at the classroom doors and not into the **normal bins** in the classroom to avoid any contamination. **One support staff** member dressed in **Bio-Haz suit** will be assigned the **cleaning** of these bins all day, the bins will be cleared **every hour** by this member of staff. Each student must bring their own **box of tissues** (name on box) and must be placed on that **student's dedicated desk**. The box of tissues will be placed in the **PP child's locker**. In the classrooms, corridors and playgrounds students will be taught to **dispose** of used tissues correctly in the **Hazard-bins** outside at the classroom door correctly. **No** student may use a tissue from another student's tissue box. No student may touch another student's **desk**. The student is assigned a desk and is not to share that desk with anyone in PP.

Cleaning and decontamination will be done at **frequent intervals** throughout the day and will include surfaces, frequent touch points as well as toys and equipment in the classrooms. Sharing of equipment between students must be discouraged.

Classrooms, bathrooms and playgrounds will be decontaminated by spraying of disinfectant at the end of each school day.

Social and Operational distancing

A social distance of at least **two** meter between persons must be maintained at all times. No physical contact will be allowed.

Classroom, corridors and playground surfaces are to be demarcated into **blocks** with tape/paint to ensure social distancing of **two** meters. **Desks** are to be situated in the centre of each block. No desks/chairs are allowed to be shared **unless disinfected after every use**. **Excess furniture** such as cupboards have been removed out of the classes to make space for this. Including most posters, carpets etc classrooms will look very bare to allow for intense daily cleaning to prevent spread of the virus.

Students are to be **allocated desks** so that they do **not share** desks.

Only a **small number** of children may use the bathroom at one-time maximum two at a time. The bathrooms must be cleaned and disinfected between visits. All touch points must be thoroughly cleaned. See Annexure 13 - Hygiene facilities inspection checklist.



General Social Areas

School assemblies and other group gatherings are to be discontinued during the pandemic.

Only one class at a time will be allowed to use the **playgrounds** for a short period of time. They will be **supervised** at all times to ensure social distancing. Playgrounds will be decontaminated by spraying of disinfectant after each class has had access.

Transport

The use of College buses will **not be allowed** during the pandemic. Any independent lift clubs, transportation schemes etc used by students will have to meet all requirements for public transport as per the Disaster Management Regulations will apply.

Outsourced Activities

Outsourced Activities will commence in February. All coaches are to ensure social distancing and sanitization of students.

Personnel Surveillance and Health Monitoring

Personnel are to be made aware of symptoms of Covid-19 and how to communicate such, to ensure swift action can be taken in suspected cases. All requirements as set out in Annexure 34 (Infection Control Protocol) must be followed.

COMMUNICATION, RECORDING, MONITORING

All Covid-19 queries and suggestions may be forwarded to c19@woodlandscollege.co.za All communication and recording will be stored on the google drive to ensure compliance.

PRE-PRIMARY COLLEGE COVID-19 DROP OFF/PICK UP & ACCESS CONTROL DIAGRAM

