



St. Anselm's North City School
Jhotwara, Jaipur

06.02.2021

Dear Parents/ Guardians,

Greetings!

As per the order of the Government of Rajasthan dated 01.02.2021 regarding the guidelines to open the Schools for the students of Classes VI to VIII from 08.02.2021, you are hereby kindly requested to make sure that your ward follows all hygiene norms and health related guidelines of the school, on re-joining the School from 08.02.2021. Due to the outbreak of Covid-19 pandemic, instructions and guidelines of the government and health department should be strictly adhered to. The school is committed to follow the SOP issued by the State Government time and again.

Hard Copy of the Consent Form signed by the parents is compulsorily to be submitted in the School. Only those students whose consent form is received by the school will be allowed to attend the regular classes.

THE SCHOOL'S STANDARD OPERATING PROCEDURE (SOP)

This Standard Operating Procedure (SOP) outlines various comprehensive precautionary measures to be adopted when schools are permitting students for Offline Classes. These measures need to be observed by all (teachers, employees and students) in the school at all times.

1. Only those students will be allowed to attend the Offline Classes (in the school) whose signed consent of the Parents is submitted in the School in Hard Copy. The Format is already posted on the Class Groups on 02.02.2021 and is also available in the School Office.
2. A detailed Time table and the List of Class-wise Students will be issued before the commencement of Offline classes.
3. As of now, the Parents are requested to drop and pick their wards or arrange for the same as per the time schedule. The School Transport facility may be made available as and when feasible.
4. Boys and girls will enter the school after sanitizing their hands through two separate Entry Gates. Entry of students through other gates will be strictly forbidden.
5. Physical distancing of at least 6 feet to be followed at all times.
6. Crowding inside the campus, shaking hands, touching the walls, maintaining close contact with your friends will not be permitted at any time of the day.
7. Use of face covers/masks is mandatory at all times.
8. Hand sanitizers that are placed with the Foot Stand outside the Class Rooms are to be used by all while entering the Classrooms.
9. Students should bring their own sanitizer, disposable wet tissues/ tissue paper, water bottle and food items from home.
10. Exchange of Tiffin, drinking water, textbooks, stationary items and food items among students will not be permitted.
11. **You are strictly instructed not to send your ward to the school if having symptoms like fever, headache, cough and cold, sneezing, body ache, diarrhea, vomiting or any other physical ailment.**
12. Self-monitoring of health by all is to be exercised and reporting any illness at the earliest is to be ensured.
13. Spitting is strictly prohibited anywhere inside the school campus.
14. Students will be allowed to use the washroom with the prior permission from the teacher on duty. They will only be allowed to use the washroom in a staggered manner.
15. Student must wear clean uniform and maintain hygiene in the campus.
16. Discrete "Isolation Rooms" within the school premises are marked for emergency cases.
17. During the Class hours' entry of parents and visitors will be strictly regulated.
18. The Students will not be allowed to enter any other classroom except their own.
19. While teaching is on, both the teachers and students will continue to wear masks.
20. The teachers will not be allowed to use Student's Books or any other student's material and also will not be allowed to share the same with any student.

You are hereby instructed to follow the SOP given by the School Management.


Principal