**Hygiene Plan Fasangarten as of 10.09.2020**

In principle, the following guidelines apply for the school year 2020/2021:

regular operation is to take place at all schools in accordance with the hygiene guidelines agreed upon between the StMUK and the StMGP.

However, these hygiene guidelines must be continuously updated to reflect current infection levels. This document is, therefore, dynamic and its content will be repeatedly altered as necessary.

The Cultural Ministry of Bavaria has drawn up a 3-stage plan:

**Stage 1: Seven-day incidence < 35 per 100,000 inhabitants (scale: district/district-external city):**

Regular operation in compliance with the hygiene guidelines agreed upon between the StMUK and the StMGP.

**Stage 2:** **Seven-day incidence 35 - < 50 per 100,000 inhabitants (scale: district/district-external city):**

Face masks are not mandatory at the primary school level.

**Stage 3: Seven-day incidence greater than 50 per 100,000 inhabitants (scale: district/district-external city):**

• Reintroduction of the minimum distance of 1.5 m

• Mandatory use of face masks by pupils of all year levels, even when seated in the classroom

• Should it not be possible to maintain the minimum distance due to room dimensions, classes will be divided for a limited period of time and instructed on an alternating schedule (weekly or daily) of face-to-face instruction and distance learning.

**Rules for use of face masks at school**

* Face mask use is compulsory for all persons on school premises (teachers and other staff, pupils, external persons).
* Face masks are required for children aged 6 and above. The mask must be placed correctly to cover the nose, mouth and cheeks.
* Pupils are to enter the school and their classroom wearing a mask. If the minimum distance of 1.5 m can be maintained in the classroom, face masks during lessons are not compulsory for primary years 1-5.
* When moving away from their work stations and walking through the classroom during lessons, teachers and other staff are required to wear a face mask.

**Rules for the removal of face masks**:

* Masks are to be kept in a re-sealable plastic bag/cloth bag in the pupil’s school bag.
* While eating in the cafeteria, pupils are to keep their mask folded on their upper arm or attached to a key ring.
* Masks should ideally be handled only by the ear loops. The interior surface of a face mask should never be touched with unwashed hands, especially in the case of re-usable masks.
* Re-usable face masks should be washed at 60 C with conventional heavy-duty detergent a soften as possible.
* Face masks may not be shared.

**Hygiene measures in the classroom**

* Pupils proceed to their assigned table, hang their jacket on the back of their chair and stow their school bag under the table. Street shoes are kept on!
* Hands are to be washed in the classroom (20 - 30 sec. = singing „Happy Birthday“ twice)
  + Upon arrival at school
  + Before each meal break
  + After each break
  + Before and after changing rooms (L2, European hours, religion / ethics, support).
* Pupils will be permitted to use hand sanitizers brought from home. However, they should be used with caution. Hand sanitizer is not a substitute for hand-washing.
* The disinfectant dispensers in the corridors are designated for use by school staff and visitors and may not be used by pupils.
* Cloakrooms shall not be used. Jackets are to be hung on the back of the pupil’s chair to avoid contact with classmates‘ items. Street shoes are permitted in the classroom.
* Rainboots are to be placed under the pupil’s table. Pupils can then wear their sport shoes in the classroom.
* Compliance with cough-sneeze-guidelines is to be emphasized: always cough and sneeze into the same crook of the arm.
* Pupils are to be instructed not to touch their eyes, nose or mouth.
* Physical contact is to be avoided.
* Maintain as much distance as possible in the classroom between students and between student and teacher.
* Pupils may not bring any personal items to school, with the exception of school books, pencil cases, notebooks, water bottles and snack boxes.
* Intensive ventilation: classrooms are to be ventilated for 5 min. after every 45 min. lesson. (Windows must be fully opened. Tilted windows do not permit sufficient air exchange.)
* Pupils celebrating a birthday may only distribute food that is individually and commercially packaged.

**Rules outside the classroom**

* In the stairwells, a distance of **5 steps between people** must be maintained.
* Face masks are mandatory in the corridors, toilets and on school premises (ESM pupils and staff).
* Pupils shall visit the toilets individually.

**Rules pertaining to the use of materials**

* The sharing of objects should be avoided as much as possible (no joint use of work equipment, pens/pencils, rulers or similar).
* If the sharing of objects is unavoidable due to pedagogical-didactic reasons in certain situations, thorough hand-washing must be carried out before and after the activity.
* When using computer rooms and other dedicated spaces, as well as when using sets of classroom books/tablets, the equipment and materials must be cleaned after every use (especially mouse and keyboard).
* Should cleaning, as stated above, not be possible due to special features of the equipment, users must wash their hands thoroughly with soap before and after use. Users must also be compelled to observe personal hygiene guidelines (no contact with eyes, nose or mouth).

**Rules pertaining to sport and music lessons**

Sport and music instruction may take place in accordance with the requirements of infection control and hygiene guidelines.

**a) Physical education**

Physical education and other school sport and exercise programmes (e.g., sports and exercise activities within the framework of all-day schooling and lunchtime supervision) may be conducted.

As in external sport organisations, the above are currently subject to the guidelines of Bavarian infection prevention measures, including:

* Body contact sports are permitted in fixed groups.
* In self-defence sports for which continuous or extended physical contact is necessary, group size is limited to 5 participants.
* Should organisational reasons prevent the cleaning of contact surfaces after each use during group usage of equipment (high bar, parallel bars, etc.) pupils must wash their hands thoroughly before and after the sport lesson.
* Exercise time is limited to 120 minutes in the gymnasium. Ventilation is mandatory between classes.
* Changing rooms may be used when a minimum distance of 1.5 m between students is maintained.
* One sports bag per pupil, containing clothing and shoes, may be kept in the wardrobe.

**b) Music lessons**

The following guidelines apply to music/instrument lessons:

* Instruments provided by the school (e.g., piano) must be suitably cleaned after each use (e.g., piano keyboard).
* Whether or not, and in what manner, an instrument can be cleaned must be determined in conjunction with the manufacturer. Whether the cleaning protocol/substance recommended by the manufacturer is in compliance with anti-infection guidelines (“partially virucidal”) must be determined on a case by case basis.
* Additionally, students must wash their hands with liquid soap before and after use of instruments.
* No sharing of sheet music, music stands, pens/pencils or instruments is to be permitted.

**Special considerations for wind instruments and singing:**

School lessons involving use of wind instruments and/or singing, 1:1 and group wind instrument/singing lessons and school instruction for choir and music ensembles are permitted under the following conditions:

**An increased mandatory distance of 2m between individuals must be maintained during wind instrument and singing classes**.

**Wind instruments**:

* Pupils are to be positioned in a staggered manner whenever possible such that the dangers of aerosol emissions are minimised.
* Flutes, as well as woodwinds with low tones, should be placed at the edge of the group as they are assumed to produce more turbulence in the air. (Hygienekonzept Kulturelle Veranstaltungen und Proben vom 2. Juli 2020 BayMBl. Nr. 386).
* Condensed moisture in brass and woodwind instruments may only be discharged without blowing air through the instrument. The moisture must be collected by the user with a disposable cloth, which is to be discarded in closed containers.
* Hand-washing facilities must be accessible. Should this not be possible, hand disinfection must be made available.
* Short-term rental, loan or use of wind instruments by more than one person is prohibited.
* Following wind instrument instruction, the room used must be ventilated for at least 15 minutes.

**Singing:**

* Pupils are to be positioned in a staggered manner whenever possible such that the dangers of aerosol emissions are minimised.
* Additionally, pupils must sing while facing in the same direction.
* The above rules also apply to singing outdoors.
* To ensure regular air exchange, the ventilation frequency must be adjusted depending on the size of the room and its use (guideline: 10 min. of ventilation after every 20 min. lesson). If windows are used for ventilation, cross-ventilation is preferred.

**Hygiene measures pertaining to the health service**

* **Nurse’s office**: only one child – with a face mask – is permitted to be in the nurse’s office at a time. Teachers who wish to send a pupil to the nurse must call in advance to register the visit (**extension 4302**).
* If symptoms of a COVID-19 infection are observed or reported, such as fever of 37.8 ° or more, dry cough, breathing problems, lost sense of taste/smell, sore throat, limb pain, nausea, vomiting and/or diarrhoea, the parents are to be contacted immediately and **must collect the child as soon as possible.**
* If COVID-19 symptoms (see above) or mild, recently occurring symptoms are observed (such as congestion or occasional cough), school attendance is only possible once 24 hours from the onset of symptoms have elapsed without fever occurring. Please contact a doctor or the public health service (telephone number: 116 117). Should pupils come to school in non-compliance with the above measure, they will be isolated at school and sent home with a parent.
* Should the pupil need to be collected from school, the nurse will accompany the student to the security office in House 1 for pick up by the parent.

**Cleaning plan:**

In cooperation with the contracted cleaning service provider, a cleaning plan shall be drawn up by the hygiene officers:

* Specification of the regulations according to DIN 77400
* In particular, regular surface cleaning, especially of contact surfaces (tables, door handles – interior and exterior – light switches, handrails, keyboards, headsets, mice, copiers, etc.) is to be carried out at the beginning or end of the school day. In cases of heavy use, more frequent cleaning may be required.
* Surface cleaning is sufficient; disinfection of the school is unnecessary.
* Use of pressure cleaners is prohibited due to aerosol formation.
* Hygienically safe waste disposal; a specially marked waste bin with a red bin liner is to be provided for the disposal of face masks.
* Cleaning equipment is to be maintained on a daily basis. The standard Personal Protective Equipment (PPE) is sufficient.
* Toilets must be regularly stocked with liquid soap and paper towels.
* Classrooms must be regularly stocked with liquid soap and paper towels.
* If a classroom has not been cleaned, please send an e-mail to the caretaker: [drago.pilekic@eursc.eu](mailto:drago.pilekic@eursc.eu) and the hygiene officer: [lolita.niles@eursc.eu](mailto:lolita.niles@eursc.eu)

**Entering Germany**

The Federal Ministry of Health has made the following statements:

***Who must quarantine after entering the Federal Republic of Germany ?***

Anyone who enters the Federal Republic of Germany and has spent time in a risk area within 14 days prior to entry is obliged to go directly home or to another suitable accommodation after entry and to isolate himself or herself there for 14 days. This does not apply if someone has only passed through a risk area and has not stayed there. The relevant health authority shall monitor the quarantine obligation.

**What are risk areas?**

A risk area is a country or region outside the Federal Republic of Germany for which there is an increased risk of infection with the coronavirus SARS-CoV-2 at the time of entry into the Federal Republic of Germany. The Robert-Koch-Institute continuously updates the list of risk areas.

**Must one register oneself with the local health authority when entering Germany after a stay in a risk area?**

Anyone who has spent time in a risk area during the 14 days prior to entry must report to the local health authority and provide the address of their stay.

<https://www.rki.de/DE/Content/InfAZ/N/Neuartiges_Coronavirus/Risikogebiete.html>