



Dear parents and students,

AY 2020-21 in the New Normal World

We are looking forward to having our students back in school from **Monday, 24 August 2020**, following MOE's Model 1 with social distancing.

In the past this day is one of joy when students meet each other after a 7 weeks gap. Now the meet up for many will after months of separation. We expect it to be filled with happy and cheerful chirps!

But public health in the current scenario shouldn't be neglected. Hence we have drafted a comprehensive list of protocols to be followed by students, teachers and parents while they are at the campus grounds. Please read through and inform your children about these.

Start Times during the first week in AY 2020-21

To ease the traffic flow into and out of the campus while we are testing the new thermal scanner that will be installed near the guardhouse, we have decided on,

24 Aug (Monday Onwards) – All classes in the (Year 7-11) secondary to be in school by 7:50 am. They will be escorted in groups to their classes by the teachers.

25 Aug (Tuesday Onwards)

Year 7-11 to be in school by 7:50 am
Year 3 - 6 to be in school by 8:20 am

26 Aug (Wednesday onwards)

Year 7-11 to be in school by 7:50 am
Year 3 - 6 to be in school by 8:20 am
Year 1 - 2 to be in school by 9:00 am

27 Aug (Thursday onwards)

Year 7-11 to be in school by 7:50 am
Year 1 - 6 to be in school by 8:20 am

If you have a child in primary and secondary class each, they may be dropped off together before 7:50 am. Your children will be supervised in their classrooms till the rest of the students arrive. New students in all class groups will follow the timings as mentioned. We will follow the start time as above only for the first week. If we need to extend this further, we will update you accordingly. I am quite positive that things will fall into place within a few days and we can have all students in class by 7:50 am from week 2.

My Sejahtera App

Parents entering the campus for valid reasons only may come in after 9 am during the first week. You may check-in/register at the guardhouse using the MySejahtera app or any other QR scanner on your phone. Your temperature will be automatically recorded on the thermal scanner.

Absence From School

Please inform us if you are not planning on sending your child to school, so that the teachers are aware. Please send an email either to the office or your child's teacher to inform the reasons for being away. Online learning support using teamie and meet and will be provided for those students with valid reasons for being away.

That is all I have to say today... stay safe!

Regards,

Barnali Guha



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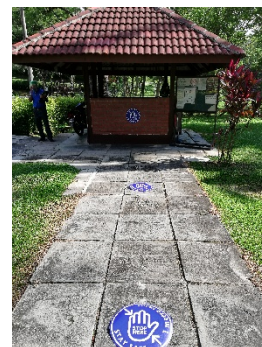
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PROTOCOLS TO BE FOLLOWED BY STUDENTS

We are looking forward to having all our students back in school under the 'new normal' conditions. We are guided by the SOPS set up by the MOH for schools. Please read through carefully and advise your children accordingly.

In the Campus Grounds

1. All students entering the campus grounds must have their masks on. They must bring a spare if the need requires to change the mask.
2. Students will have to get their temperatures scanned at the guardhouse. If they have a fever, they will not be allowed entry into the campus. (If the temperature is higher than 37.5°C, and/or have a cough, flu, vomiting tendency, please do not send your child to school and instead, seek medical advice from your doctor.)
3. All school buses too will be stopped before the guardhouse.
4. Please walk from the guardhouse towards the campus such that you are at least a meter away from each other and in a single file. School staff will be present to assist the students.
5. There will be no assemblies in the MPH till the MoE gives us the go ahead for it. Please proceed to your classroom by following the arrows marked out for you and take your seats. Your teachers will be waiting for you in the classroom.
6. We will be limiting access for parents into the campus grounds during peak hours till the pandemic is over. In case, parents would like to meet with teachers or the admin office, they are most welcome to come in during the off-peak hours.
7. Please keep a meter away from each other and don't congregate in groups.



In classroom

1. The students will be sitting such that they are socially distant from each other, at least a meter away.
2. Please bring your own sanitisers and a change of mask. Sanitiser and soaps will be made available for the students at all the common areas.
3. Sharing of stationery as well as books is not advised. Please bring your own books and pencil box.



4. Students are not permitted to walk around the classroom without the teacher's permission during and in between lessons. This is for your own safety.
5. If you need to move from one room to another, please move in a single file and in order and again please follow the arrows.
6. The access to the toilets and washroom will also be limited to 1 student per class at a time.



PE/Swimming/Music/Art/Labs

1. Whenever the students need to go out of the class room for PE/Swimming/Art/Music or labs, physical distancing must be followed even while going up and down the stairs. We have ample space for our activities, so may continue with our PE and swimming training sessions.
2. Arrows have been marked for entrances and exits. Students must follow the arrows. Crossing of path is not recommended.

ECA

1. We will not be conducting any extracurricular activities in school during Term I as it is difficult to keep the students confined to a place after school.
2. Music ECA may continue at the request of parents and as the numbers are small.

Cafeteria and Food

1. Pre-Packed food and water may be brought from home to be eaten in the classroom or in the cafeteria. Your teachers will be present with you.
2. Pre ordered food from the cafeteria is being looked at to minimise contact time at the cafeteria. We will send you more details in this shortly.



Dismissal at 1:50 pm

1. Once the bell rings for dismissal, students will then again need to leave the classrooms in an orderly fashion such that physical distancing can be maintained. Please follow the arrows marked out for you on the corridors.
2. Parents will have to be patient as students will come down class by class to avoid congestion at the guardhouse.