



Courtesy of Dale Elliott

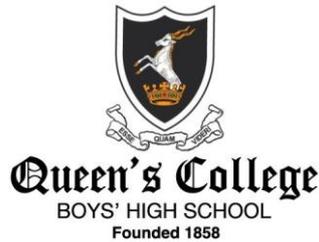
QUEEN'S COLLEGE BOYS' HIGH SCHOOL

*“Caring for you,
Safe and supportive schooling,
Overcoming together”*

COVID-19 Document MODULE 5 Hostels & Bisset

This module needs to be read in conjunction with MODULE 4

COVID-19 HOTLINE NUMBER [0800 029 999](tel:0800029999) COVID-19 WHATSAPP NUMBER [0600 12 3456](tel:0600123456)



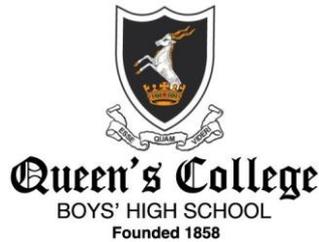
HOSTEL SPECIFIC

Communication

- A learner online risk assessment questionnaire needs to be completed prior entering a hostel facility (All learners are to be graded according to their health risk). This form is to include updated contact details of parents and students (A hostel WhatsApp group will be created).
- Parents will need to sign a document accepting that they will fetch their son immediately (same day) if he shows any Covid-19 symptoms. Any cost of testing will be for the parent's expense.
- Once a learner has returned to the hostel, he will not be allowed to go home for weekends for **the first 2 weeks**. The reason for this is that he could run the risk of contracting the virus and bringing it back to the hostel.
- Signage / Information posters will be put up in strategic places in the hostel to remind employees / teachers / learners of best health practices and social distancing.
- Borrowing of any personal items between learners is strictly prohibited.
- NO sporting equipment may be brought back to hostels until learners are advised that it is safe to do so.

Access

- There will be strictly only one access point at the main entrances to each hostel.
- Parents are to transport their son back to the hostel and wait for his screening process to be completed. (Should he not meet the minimum screening requirements, he is to return home with his parents immediately).
- All luggage is to be sprayed and sanitized before being taken into the hostel building. Tuck brought to hostel will need to be cleaned (wiped down).
- Parents and visitors may **not** enter the hostels.



- Visitations may happen with permission of the hostel master on the hostel lawns provided masks are worn and social distancing regulations are adhered to.
- Any parent visiting will be required to complete a visitor's questionnaire and complete the sanitizing and screening procedure.

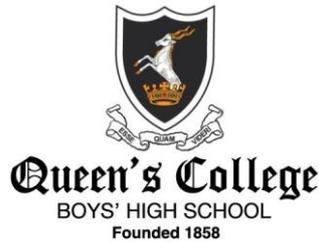
Ablutions

- Learners are to adhere to strict bathroom rules and shower schedule roster.
- Learners are prohibited from sharing their towels or any toiletries whatsoever.
- Ablutions will undergo enhanced cleaning regimes.

Movement / Layout:

- Hostels will have Safety Access Zones similar to the school.
- Learners allocated to dormitories must be limited to the required number as per the health regulations.
- To avoid large groups, individual homework stations will be set up in each dormitory. No prep will take place in the Prep Room
- Learners allocated to certain dormitories will be matched to certain ablution facilities to prevent cross contamination.
- Larger rooms, which are not in use, may be converted into additional dormitories
- All common areas are to be locked – **Strictly out of bounds.**
- Learners will be discouraged from visiting friends in other dormitories as well as being encouraged to restrict their movement within the hostel.
- Learners may, **under no circumstances**, leave the hostel / school campus, **unless** for medical reasons or to attend school and meals at Bisset.
- Strictly **NO** take-away or delivery of food will be allowed.

Health



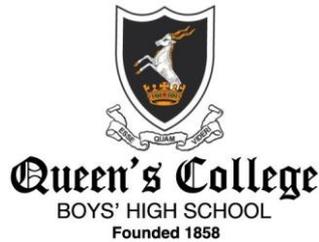
- Additional daily temperature screening and recording of temperatures for all learners, prior to lights out, will take place.
- Every learner MUST have a mask and his own sanitizer (even if the school supplies for the hostel).
- There will be no isolation station permitted on the premises.
- There will be a front line sanatorium for screening and scanning.
- There will be a sanitization station at the main entrance
- Cloth face masks are to be worn at all times while inside the hostel, to avoid contamination through sneezing or coughing.
- Every effort must be made to prevent the learners from getting a cold or flu in the coming winter months. Learners are to be encouraged to take immune booster supplements or injections administered by a doctor or recognized health clinic.
- There will be a daily individual exercise routine compiled for the students upon return (due to no physical contact and no sport permitted).
- Additional hand sanitizers will be put up around the hostels (including entrances at all staff accommodation entrances).

Staff

- Duty staff will be allocated specific duties and responsibilities, in order to limit cross contamination and interaction with learners.

Laundry

- Access to the laundry will be from the back entrance to avoid cross contamination with the rest of the premises area.
- Any laundry from learners that have coronavirus symptoms must be placed in a black plastic bag. It must then be placed in a second black plastic bag. If the person tests positive, the content must be cleaned / disposed of in the correct manner.

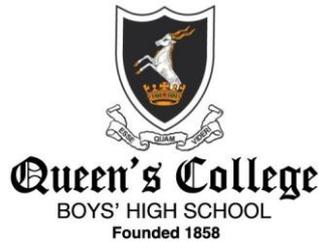


- The in-house laundry collection will be arranged for more frequent laundry times if necessary.
- Disposable gloves must be worn when handling dirty laundry from an infected person and discarded after each use.
- If using re-usable gloves, they should be dedicated for cleaning and disinfection surfaces for COVID-19, should not be used for other purposes and should be washed with soap and water before being removed.
- Wash hands immediately after gloves are removed.
- Avoid shaking dirty laundry to minimize the possibility of dispersing the virus in the air.
- Dirty laundry from an infected person should not be washed with other laundry, and segregation of laundry is recommended.
- All laundry containers are to be cleaned and disinfected laundry as per surface cleaning procedures. If possible, consider placing laundry in a liner bag that is either disposable or can be laundered with the clothing in it, as this minimizes contamination potential.
- All contaminated bedding and clothing must be treated as potentially infectious material. All bedding and clothing must be removed from all locations.
- Laundries exposed to contaminated bedding must be suitably decontaminated / disinfected.

BISSET

Kitchen/dining room

- Access to the kitchen will be from the back entrance to avoid cross-contamination with dining area.
- Employees working/cleaning in the dining area should be restricted to the same personnel.

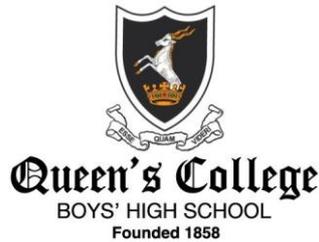


- Employees serving food into the dining area should be restricted to the same personnel.
- Employees working in the kitchen and dining room should wash and sanitize their hands before entering each area.
- Hands must be washed and sanitised when entering the kitchen, regularly during and when leaving the kitchen.
- The cleaning regimes for the kitchen will be enhanced and a compliance roster will be instituted.
- Paper hand towels are to be provided and suitable, sufficient rubbish bins for paper towels will also be provided.
- Waste will be regularly removed and disposed of.
- **Stock must be sprayed down and disinfected prior to being brought into the kitchen.**

Hygiene Protocol

All employees should:-

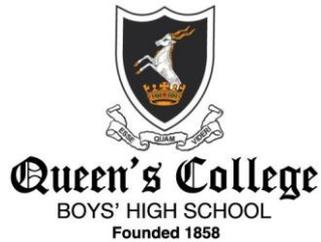
- Wash their hands thoroughly with soap and water for at least 20 seconds before preparing food.
- Where possible keep perishable items refrigerated or frozen and pay attention to product expiry dates.
- Aim to recycle or dispose of food waste and packaging in an appropriate and sanitary manner.
- Keep hands, kitchen tools and utensils and surfaces clean.
- Avoid cross-contamination between cooked and uncooked foods.
- Pay special attention when handling raw meat and milk.
- Clean their clothes at the beginning of the food preparation process.
- Keep personal items (including mobile phones) away from where food is prepared and stored.
- Avoid touching nose, mouth, hair and skin during food preparation.



- Not cough or sneeze directly onto food. Hands must be washed after coughing or sneezing.
- Wash and sanitize hands after blowing your nose.
- Avoid wearing jewellery while handling and preparing food (as it can be the source of contamination)
- Cover all wounds and cuts on hands or arms completely with a waterproof adhesive bandage.
- Keep fingernails short and clean so that they are easy to clean and do not wear nail polish as it can chip into the food.
- Wear disposable gloves if there is a wound on the hand. Change both gloves and adhesive gloves regularly.
- Be free from any illnesses such as gastro enteritis or the flu.
- Tie back and cover long hair or wear a hair restraint (hair net)
- Not smoking, chewing of gum or spitting, in a food handling, preparation area.
- Avoid using strong perfumes and after shaves.

Hands must be washed after:

- Using the toilet
- Handling raw food
- Coughing, sneezing, eating, drinking, blowing your nose or smoking
- Licking your fingers
- Every break time/ tea time
- Touching wounds or sores
- Handling waste
- Carrying out cleaning duties
- Changing soiled clothes
- Touching ears, nose, hair , mouth or other bare body parts
- Any other hygienic practices



Food Packaging and handling precautions

- Remove any unnecessary packaging and dispose into a waste bin.
- Packaging like cans can be wiped clean with a disinfectant before being opened or store
- Wash unpackaged produce thoroughly under running water, such as fruit and vegetables.
- Wash your hands with soap and water, or use an alcohol based hand rub, immediately afterwards

Queen's College Boys' High School reserves the right to modify, suspend, change, or terminate this document at any time.

**Janse van der Ryst
Headmaster
Queen's College Boys' High School**

23 May 2020