



# Student & Parent Re-opening Welcome Pack

August 2020



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Dear Reach Community,

Our team has been working on our plan to re-open our school on 30th August 2020. We are ensuring safety is paramount, and that our school values of community, amazing learning and student progress are maintained for all children.

We are delighted to share our plans for opening our school once again every day, for face-to-face learning, for all our children.

Our plans are guided by our principles which include prioritizing the health and safety of our community, ensuring that learning is continuous and being able to offer you flexible learning options that are best suited for your family. As we learn more from ADEK, and develop and refine our plans further, we will continue to share updates. You will receive more personalized information for your children in the coming weeks.

Whilst we worked tirelessly to maintain our sense of community during the period of Distance Learning in Term 3, we have truly missed you all. We are looking forward to seeing you again very soon, while also welcoming new families to our nurturing and friendly Reach community.

We will need to continue to work together as a community to ensure a successful re-opening. We are excited to be able to welcome you back to Reach.

We trust this Welcome Pack provides all the necessary information you require; if you have any other queries please contact us:

Email: Parent Relation Executive- Ruba Jaber [rjaber@reachbritishschool.com](mailto:rjaber@reachbritishschool.com)  
Telephone: +971 (0) 2 582 2030

Mr Dene Bright  
Principal  
Reach British School

# CHAPTER 1

LEARNING MUST CONTINUE WITH  
HEALTH & SAFETY MEASURES IN PLACE

# RE-OPENING GUIDING PRINCIPLES

Reach is committed to ensuring that we continue to provide amazing learning in every child.

- 1 Prioritize student, and staff health, safety, and wellbeing
- 2 Learning must continue irrespective of mode of delivery –onsite, online or blended
- 3 Offer the broadest curriculum possible
- 4 Promote practices and policies to reduce risk and remain agile when facing changing health circumstances
- 5 Strive to adhere to Our Reach Mission and Core Values



## OUR MISSION:






To offer a meaningful education for students from different cultures and origins.

## Core Values:

- Accountability
- Compassion
- Courage
- Determination
- Honorable purpose
- Humility
- Integrity
- Selflessness

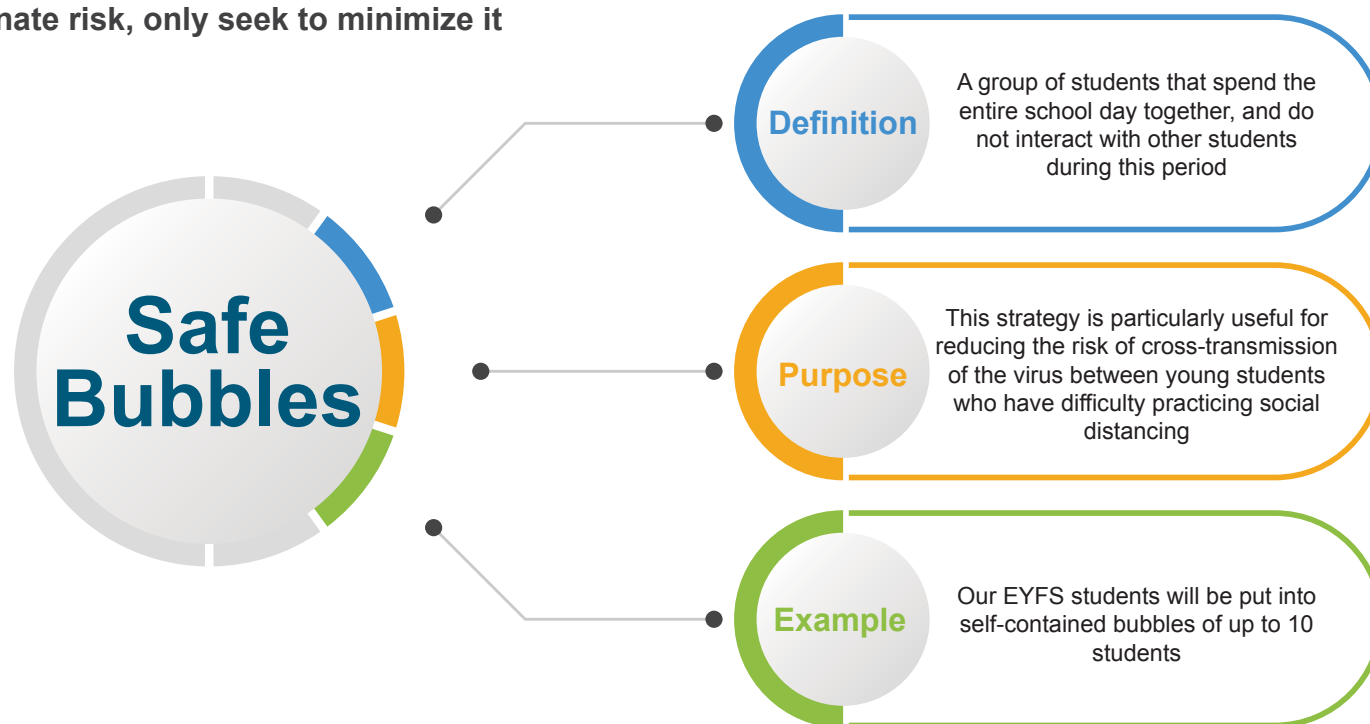
# REGULATIONS AND GUIDANCE

Our protocols at Reach are based on guidance issued by local and global authorities, best practice from other Global ISP schools, and our own risk assessments.

-  Guidelines issued by WHO
-  Guidelines issued by Department of Health and Abu Dhabi Municipality
-  ADEK issued guidelines of mandatory COVID-19 tests for staff and students before returning to school
-  Examples of 'best practice' from ISP Schools in Far East Asia and Europe that have already opened
-  Our own risk assessment based on local context while maintaining the ethos of Reach

# KEY CONCEPTS

- Social distancing and hygiene standards are paramount to safety
- Create “**Safe Bubbles**” to manage the safe transition between home and school
- We need to **work together** – compliance is essential
- We must be able to support “Test – Trace – Isolate” efforts in the event of a confirmed case
- Our plans are:
  - for the 2020-21 school year and foreseeable future
  - sustainable
  - flexible to respond to future risk from COVID-19
- **We cannot eliminate risk, only seek to minimize it**



# YOUR FEEDBACK IS IMPORTANT TO US

Thank you for taking the time to fill out the survey regarding re-opening. We have used your feedback to guide our re-opening plans.



The majority of you indicated you preferred for our school to open with children attending classes onsite



Most of our students indicated that they preferred to come back to school as they missed the face to face interaction with teachers and peers



Your feedback showed that the relationship and interaction between students and teachers, as well as the safety measures defined by the government were important factors in deciding if you would send your child back to school onsite at Reach



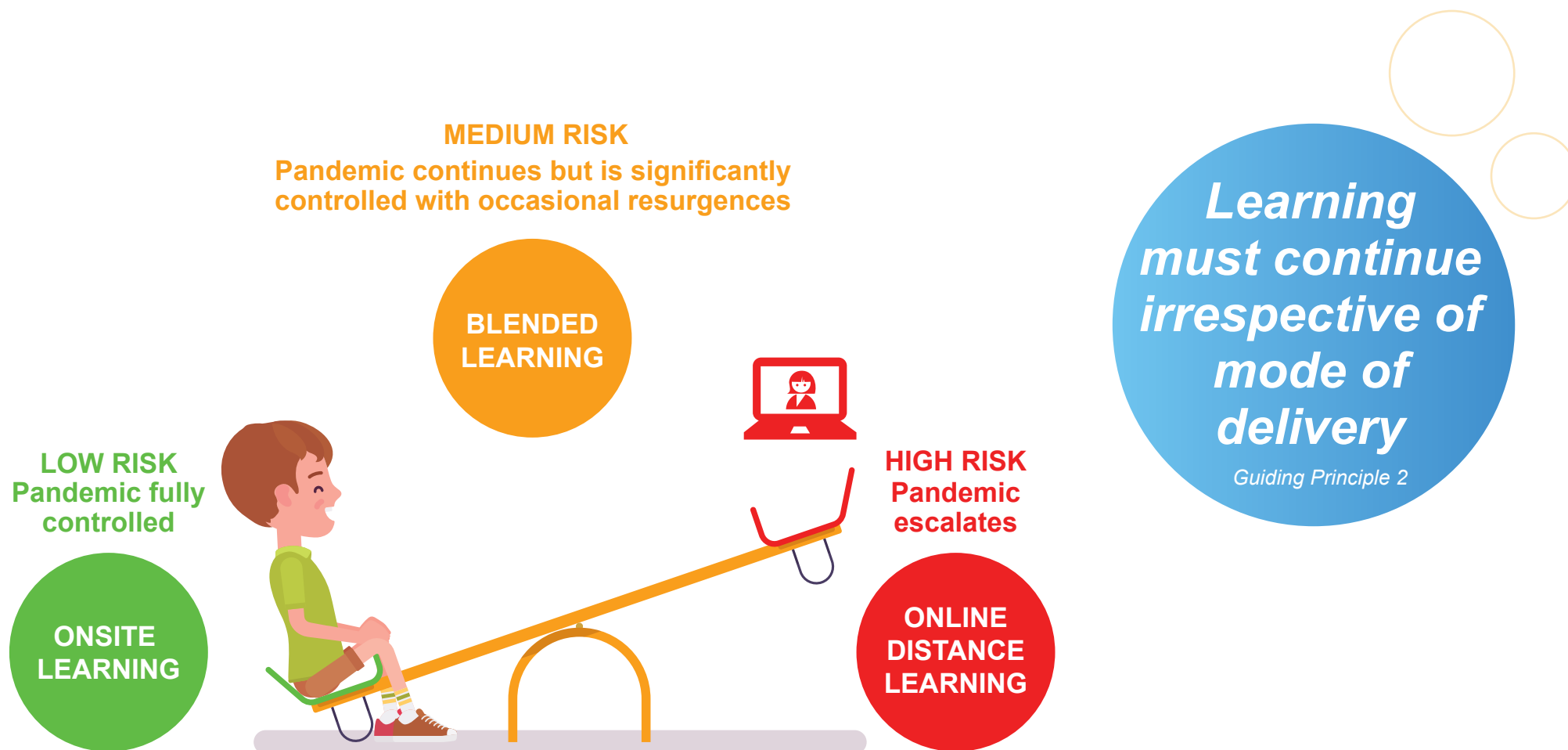
Our students indicated that learning was continuing irrespective of mode of educational provision





# LEARNING MUST CONTINUE

We understand that some students may not be able to return to school right away or will have to stay at home at some point during the school year. **We aim to ensure that learning continues at all times for all students.**



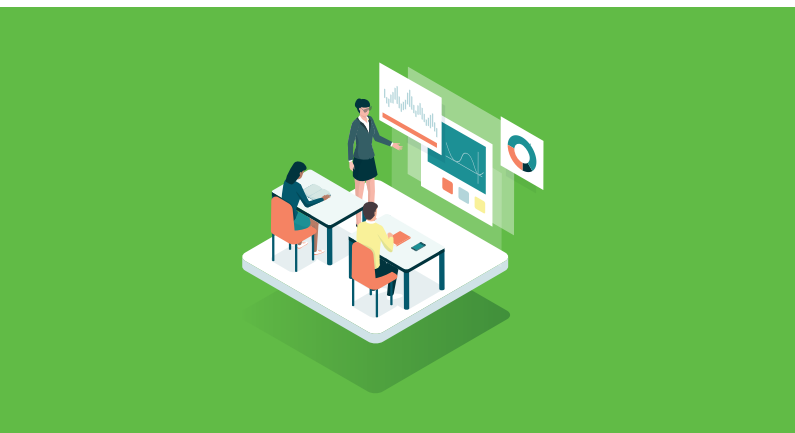


# LEARNING MODELS FOR REACH BRITISH SCHOOL

The **flexible learning models** we use and/or the ratio of onsite to online learning will be determined by current health and safety precautions, as well as government regulations. This plan will allow us to move fluidly between learning models to maintain continuous, engaging, and meaningful student learning. With provisions and plans in place, we will be able to **adapt to any change in circumstances without disruption of education** delivery. All curriculum needs and specialty subjects will be met regardless of the model of learning you choose for your child.

**Our planned return to school model has been determined on the following key factors:**

- Significant parent feedback from Reach parents
- Physical capacity of the school (number of classrooms available)
- School staffing capacity and capability
- School bus transport capacity and capability
- Technology infrastructure capacity and capability
- ADEK Policy and Guidelines and Government regulations
- Best practice from International School Partnerships (ISP)



## ONSITE LEARNING MODEL

Students attend school **in person five days a week**, with COVID-19 Health and Safety Protocols in place. Students most in need of regular face-to-face learning are:

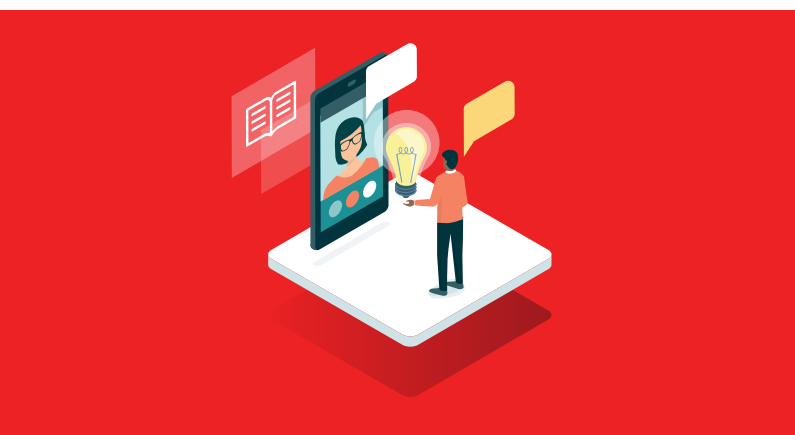
- Young children (Nursery/FS1 to Year 1)
- Students of Determination
- Students with special educational needs
- Students in their IGCSE
- Students in transitional years of Primary and Secondary



## BLENDED LEARNING MODEL

This model combines **Onsite Learning** with coordinated **Online Distance Learning**. This model recognizes that not all students will be able to return to school immediately, therefore, a blended model provides face-to-face learning while leveraging the distance learning provision. Learning is managed through appropriate digital resources whether students are onsite or at home.

When students engage in Blended Learning; communication, collaboration, problem-solving and critical thinking are natural outcomes. Students gain benefit from multiple teaching methods.



## ONLINE DISTANCE LEARNING MODEL

This model continues to provide the high-quality Distance Learning that has delivered to students. Teachers will use WebEx, Google Classroom and ClassDojo to ensure the students have access to the learning material.

This model will be available to students who are:

- At home isolating due to illness
- At risk due to underlying health concerns or their family's health concerns
- Living with family members over 60 years of age
- Those that cannot avail bus transport
- Those who have significant concerns about coming to school

# REACH BRITISH SCHOOL RE-OPENING MODEL FOR EYFS

We plan to reopen our EYFS (Nursery and FS2) section using face to face Onsite Learning. We are fortunate to have very large classroom spaces in which we can accommodate up to two bubbles of students. We are currently planning for a staggered re-entry to school, initially with FS2 students then accommodating our Nursery students. This is similar to how we usually open the school year. Students will build up to full-time school within the first two weeks of the academic year. We encourage parents to bring their children to and from school each day to minimize the impact on using school bus transport. We can introduce Online Learning to students if we need to, depending on student enrolments and family needs. Specific school timings will be shared later. Our EYFS facility has a separate entrance to the rest of the school, which supports our social distancing guidelines. The bubbles will work on the following:



- Classrooms and furniture will be rearranged to appropriate social distancing requirements
- Students will have dedicated hallways
- Students will have their own bubble groups of up to 10 students
- A teacher and learning assistant will be responsible for bubble groups
- Toys and learning materials will be cleaned after every use
- Where possible children will have individual resources
- Students are discouraged from bringing nonessential items from home
- Bubble groups will access the outdoor play areas at their designated time

# REACH BRITISH SCHOOL REOPENING MODEL FOR PRIMARY BLENDED LEARNING

As part of our plans to offer families **flexible learning options**, we have looked at a number of different possibilities. Based on your personal choices, our enrolments and the approvals we receive from ADEK, we will plan to offer **Onsite Learning and/or Blended Learning** to our families at Reach. We will also look to offer Blended Learning to some pupils in certain year groups, if we cannot accommodate everyone's choices.

Our Blended Learning Model will give students the opportunity to utilize the **benefits of in classroom learning, as well as leverage the high-quality online provision** that has been in place at Reach. A full curriculum offering is planned.

In our Blended Learning Model, we will operate so that the density level of students onsite would be between **50-70% of our overall population**.

## **When at school Primary students will have:**

- Classrooms and furniture arranged to appropriate social distancing requirements
- Bubble groups assigned to one classroom
- Class numbers set within guidelines to fit within our very large classrooms
- Dedicated entry and exit points
- Opportunities to leave their classrooms for break times
- Pre packed lunches for purchase if they need to
- Subjects taught by the classroom teacher\*
- Their own labelled stationary pack
- Their learning resources and materials managed to avoid sharing

*\*Arabic and Islamic Studies remain the exception*



**When online students will:**

- Attend their regular class online with live lessons from their teacher
- Benefit from a variety of teaching and learning modes
- Still be able to interact with their peers
- Have continuous learning across subjects

In order to accommodate everyone Onsite for core subjects every day, we may look at offering some specialty subjects as online options. In our Blended Primary Learning model, we will **operate with 50-70% of our students on campus**, with the remaining students accessing classes online.

Our Primary section has the largest number of students at Reach. The complexity of re-opening face to face is increased due to these larger numbers. We plan to re-open Primary using a Blended model of learning of alternate weeks. **Primary students will be divided into two groups, (Years 2,4,6) and (Years 1,3,5)**

- Each group will alternate a week onsite and a week online
- This will guarantee every child will have 50% of the time onsite learning
- This will enable students to be safely spaced across our very large classrooms
- Your child will remain in the same bubble while social distancing requirements are upheld

**This will mean:**

**Week 1 Group A – Students in Years 2, 4 and 6 will attend school face to face for the week**

**Week 1 Group B- Students in Years 1, 3 and 5 will do distance learning for the week**

**Week 2 Group A- Students in Years 2, 4 and 6 will do distance learning for the week**

**Week 2 Group B- Students in Years 1, 3 and 5 will attend face to face for the week**

# REACH BRITISH SCHOOL REOPENING MODEL for SECONDARY (Year 7 to Year 13 year bubbles)

**Based on parent feedback and our capacity to accommodate students safely we plan to re-open our Secondary section as normal using Onsite Learning. Flexible learning options will be based on need.**

Classes in Year 7 to 13 will work in a “specialty bubble” based on their year levels, choice of subjects and streams:

- Students will be allocated in bubbles based on their year levels and subjects (Business & ICT, Math & Sciences, and Languages & Arts)
- Classrooms, student numbers and furniture will be rearranged to appropriate social distancing requirements
- Year 7 to 13 will have dedicated entry and exit points and include break times
- Students are encouraged to bring their own lunches and healthy snacks
- In most instances the students will remain in one classroom where the specialist teacher will visit to conduct classes

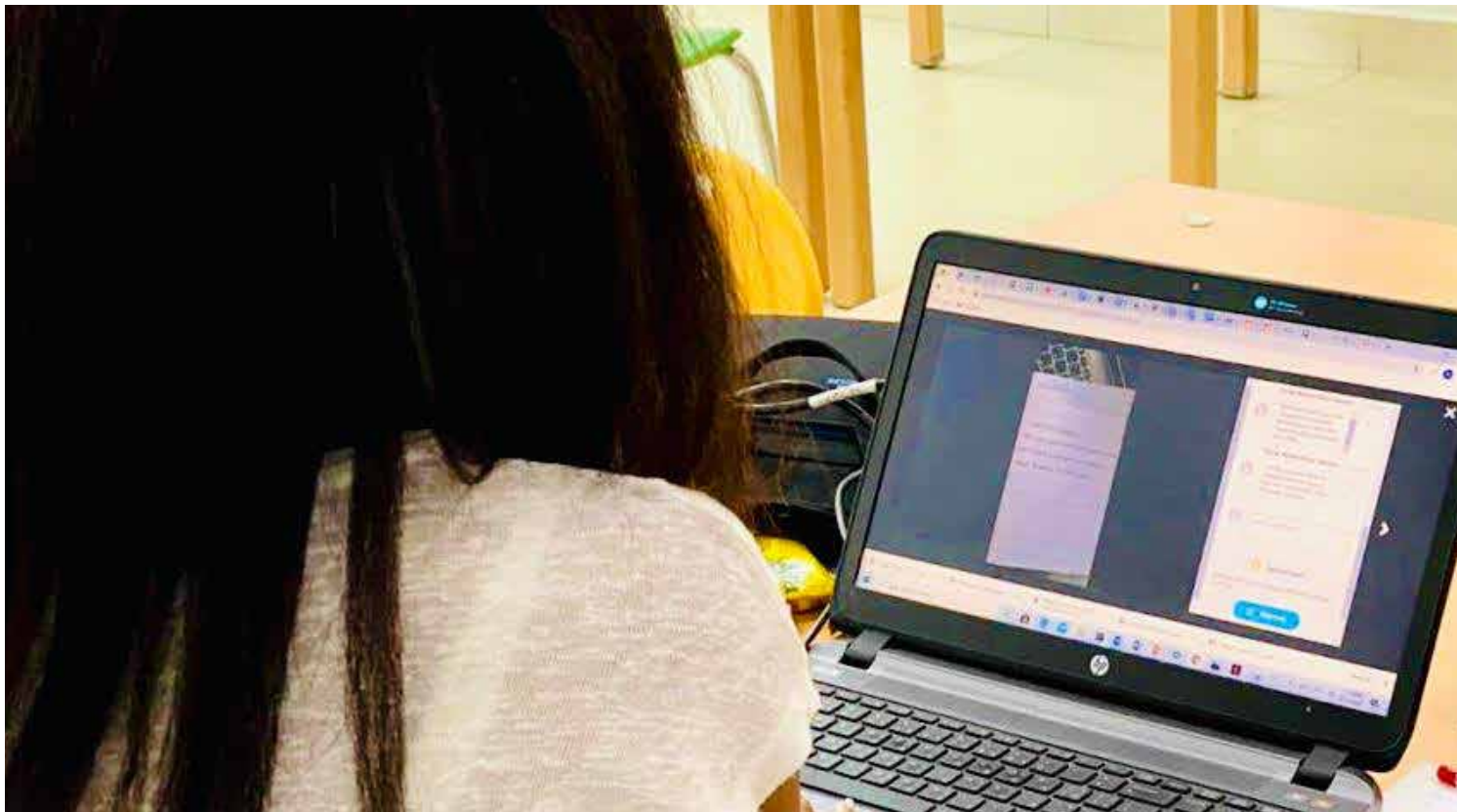




# DISTANCE LEARNING AT REACH

We are proud to share that our Distance Learning Provision has received the highest possible rating of 'Developed' in the ADEK Distance Learning Evaluation.

Our Online Distance Learning Model will continue to offer the highly rated provision to our students. To further our Online offering and enable even better teaching and learning within the school, we have enhanced classrooms with additional digital learning technology to support the Blended Learning model.





# INCLUSIVE EDUCATIONAL LEARNING SUPPORT AT REACH

Each Student of Determination and those with Special Educational Needs will have an Individualized Education Learning Plan (IEP). Reach collaboratively works with parents and students to decide the best plan of action for each of these students. Our team will be in touch with these families on an individual basis.



# CHAPTER

# 2

COMMUNITY PARTNERSHIP

# OVERVIEW

The 2020-2021 academic year will see many changes in the form of the health and safety protocols we are enforcing due to COVID-19. All protocols that are being put in place will ensure Reach remains a safe environment for our entire community.

Here are some of the changes we are making based on the safety guidelines issued by the ADEK and other authorities. We will continue to share more information and address questions that you may have.

## DISCLOSING IMPORTANT INFORMATION

**Before we open, we will need to collect some information and therefore ask you to share:**



Details about all recent travel



Confirmation of a Negative COVID-19 test



Preference of learning model



Request for bus service



High risk medical conditions so that we can maintain a register in case there is a suspected case in our community



Ensure most updated medical records of your child are shared with the school for their records



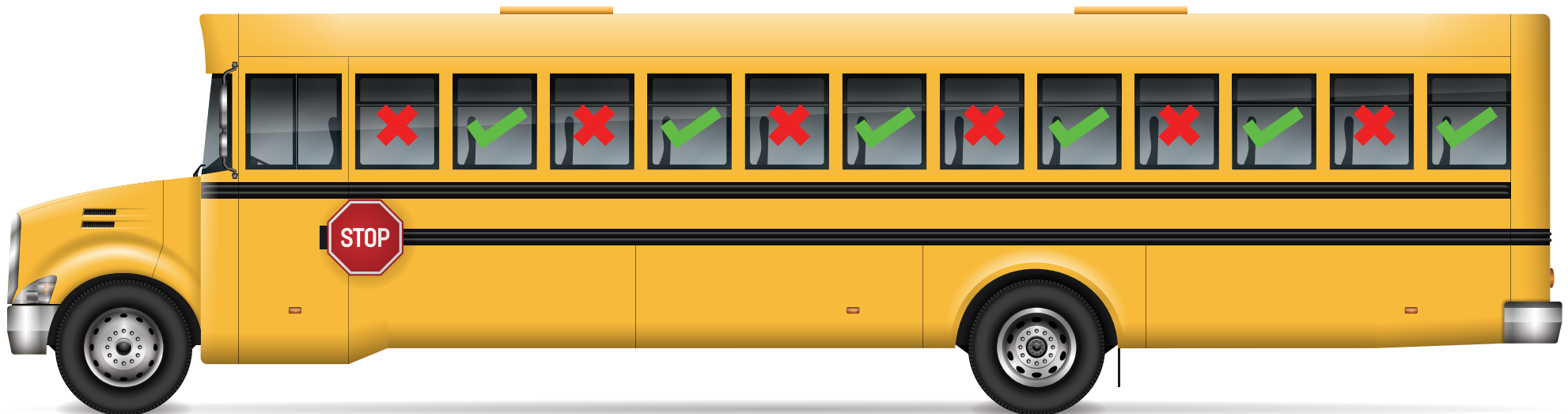
Understanding of, and agreement to compliance with our protocols and expectations

You will receive a questionnaire before school reopens and you will be asked to share the above details. **Completion of this questionnaire will be a compulsory requirement before each student is allowed back on campus.**

# TRANSPORT

We will continue to provide a bus service to our families that wish to utilize this additional service. Our service will resume following the ADEK prescribed guidelines, some of which include:

- Buses will operate at **50% capacity**
- Students will be assigned seats
- **Non-contact temperature checks** and hand sanitization before boarding
- Attendance will be taken daily
- Bus riders showing a temperature will not be allowed to board the bus
- Masks are mandatory for all those above 6 years of age
- Full Bus disinfection after every trip
- No food or drink (other than water) can be consumed on the bus



# ENTRY AND EXIT TO REACH CAMPUS

We will manage the entry and exit to the Reach campus as follows:

- ✓ Only one parent or guardian will be allowed to come to school for pick up or drop off
  - This should not be an elderly person or an at-risk individual
- ✓ Waiting areas for child pick up will have social distancing stickers in place
- ✓ There will be staggered entry and exit times for students
- ✓ Designated entrances for students based on class location in school
  - Students from Nursery/FS1 to Year 1 will meet their teacher at their specified entrance at their designated time and be taken to classes
- ✓ Once on campus, students may not leave and re-enter unless parents or guardian are signing them out

Parents are kindly asked to come to their child's **specified drop off and pick up location at the designated time**, to minimize the number of people present at one particular time.

Parents are asked to make appointments with teachers, administrators and school personnel ahead of time. More details will be shared with you closer to the school's opening date.

# LIBRARY

**Our libraries will remain open with the following protocols:**

- Only one bubble will access the library at a time
- Libraries will be disinfected after every bubble visit
- All books will be sanitized upon return
- Furniture will be rearranged to appropriate social distancing requirements



# CANTEEN

**We will change the Canteen to accommodate social distancing, and hygiene protocols by:**

- Rearranging furniture to appropriate social distancing requirements
- Breaks and lunch periods will be staggered
- Pre-packaged food available for purchase
- Disposable items will be used in the canteen
- Parents are urged to send individual, packed lunches with students as food should not be shared



# INDOOR & OUTDOOR PLAY AREAS

Our students will be able to access the play areas within their bubbles. Some of the precautions that will be taken in these areas include:

- Social distancing rules are upheld during play time
- Use of play areas will be staggered to ensure sanitization in-between use
- There will be constant disinfection
- Bubble groups will access the outdoor play areas at their designated time
- Hand sanitization will be recommended before going on any apparatus





# PHYSICAL EDUCATION

We will not hold PE lessons as per the guidelines issued by ADEK.

- Swimming will not take place as part of PE until further notice
- All sports tournaments have been cancelled

## AFTER-SCHOOL AND OTHER ACTIVITIES

Details about the delivery of afterschool activities will be shared with you at a later date.

*Offer  
the broadest  
curriculum  
possible*

*Guiding Principle 3*



# STAYING INFORMED

At Reach we will **remain committed to sharing relevant updates** with you on a regular basis. We will continue to keep you informed through our weekly newsletters and information will also be shared on the apps our school uses. The entire team of Reach is available to you through emails and phone calls. As stated, parents can only visit the school by appointment only.



# REMINDERS

Students are urged to bring their **own water bottles** – disposable water bottles will be available to purchase.

Please ensure you **have your own masks**. Masks will only be provided in emergencies.

All water bottles and masks should be **labelled with the student name**.



# WORKING TOGETHER FOR REACH

Each of us will have a different level of concern and a different response to the COVID - 19 safety measures that have been put in place around us. Please support and respect each other, regardless of your personal opinions. While you are on premise at Reach, we kindly ask you to respect the measures that have been put in place and do your part to ensure a safe environment for everyone.

We are in this together, therefore we will rely on you to:

- Reinforce the same safety messages and protocols at home
- Help children understand and be comfortable with the changes
- Respect the boundaries and rules we may need to put in place at school
- Continue to work in partnership so that Reach is able to provide the best learning environment possible
- Take precautions when:
  - Attending crowded social events
  - Allowing kids to go out to socialize with their peers
  - Visiting markets and other venues where social distancing isn't possible
  - Travelling / receiving visitors from abroad
- Please share concerns you may have of behaviours that could put our community at risk.

We **welcome your feedback**, so that we can make the experience even better for the Reach community.

We are **working with the ADEK** to guide our planing, but the key to a safe and healthy school for our children is going to be our continued partnership and compliance by everyone.



# OUR COMMITMENT TO YOU

We have continued to invest in our leadership team, our people, resources and the infrastructure at Reach. There will be visible facility and technological improvements that will enhance our teachers' abilities and support student learning.

While we continue to invest into making Reach the school of choice for you, we will have an operational cost base and financial commitments, like anyone else, that we cannot defer. Our team is working with as much financial prudence and austerity as possible during this challenging time.

We appreciate that this crisis may also have a financial impact on individuals and on our families. At this time, we are not in a position to discount tuition. We will, however, do our best to assist with payments plans and other arrangements for those families who are facing hardship.

We urge you to contact either the Principal of Reach or our Finance and Administration Manager should you need to discuss this further.

**Principal: Dene Bright**  
rjaber@reachbritishschool.com

**Finance and Administration Manager: Layla Keyhani**  
lkeylani@reachbritishschool.com



# CHAPTER

# 3

KEY COVID HEALTH & SAFETY  
PROTOCOLS AT REACH

# WEARING OF MASKS

**Our policy on wearing masks follows the guidelines provided by the authorities. Some of the policies we will be enforcing at Reach include:**

- All staff, visitors and students over the age of 6 will always be required to wear masks
  - The only exception will be if students or staff:
    - Are eating
    - Have a medical certificate confirming a medical condition
- Students and staff are required to bring two masks per day
  - One for morning use and one for afternoon use
  - In the case of cloth masks, precaution must be taken to ensure that masks are cleaned on a daily basis



# TEMPERATURE CHECKS

**Our policy on temperature checks follows the guidelines provided by the authorities. Some of the policies we will be enforcing at Reach include:**

- All students, staff and visitors will always be required to have temperature checks on entry into the school and/or bus
- Non-contact thermometers will be located at all entry points into the school
- Any staff, visitor or student with temperatures exceeding  $>37.5$  will not be allowed into the school and will be requested to return home

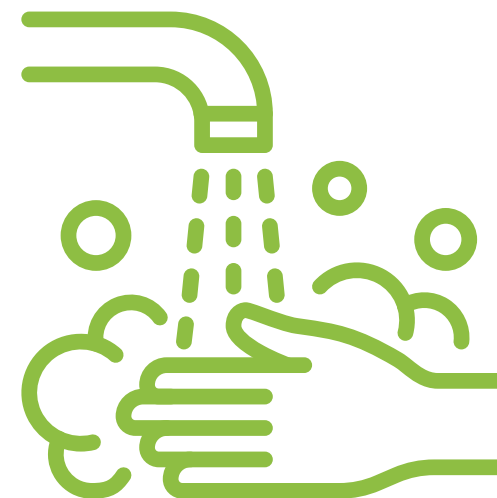




# HANDWASHING

**As all the guidelines on COVID-19 suggest, washing your hands constantly is a key preventative measure against the virus. At Reach we will:**

- Provide additional hand washing / sanitizing stations:
  - On entry to campus
  - In classrooms
  - Around cafeteria
  - In playgrounds and other sports facilities
- Teachers will model and guide students on hand washing regimes
- Hand wash breaks will be worked into the timetable for all students – before and after breaks including snack time in the classroom
- Those entering the school will be required to sanitize their hands upon entry
- Each hand washing station will be equipped with liquid soap, disposable paper towels, and posters with effective and washing and drying instructions



# SOCIAL DISTANCING

**Social distancing measures have been put in place around the world and the UAE. Reach will be no different.**

- All common areas, elevators and hallways will have stickers on the floor indicating the required a 2-metre distancing between people
- All classrooms will be rearranged to maintain a minimum of 1.5-metre distance between students
- All common areas will have staggered use so that social distancing can be maintained
- We will adapt a more paperless strategy
  - Teachers will continue to use WebEx and ClassDojo
  - Online payment portals have been put in place
- All parent teacher meetings, information sessions, coffee mornings and all other meetings for parents will be held online





# CLEANING AND DISINFECTING

**Cleaning and disinfecting protocols at Reach will happen at regular intervals every day and they will follow the Department of Health guidelines.**

- All key areas are disinfected hourly and after every use
- Regular disinfection of frequently touched surfaces like door handles
- Signage will share details of proper disposal of masks and gloves
- Wipes and sanitizers available in every classroom



# ATTENDANCE AND TRACKING RECORDS

- Parents and registered guests will be allowed on premises by appointment only
- Appointments will be shared with the security team daily
- Visitors or parents without their Reach Id's will continue to sign in with security
- Attendance is compulsory during all modes of learning
- Primary students will have their attendance taken twice a day with information uploaded to Engage
- Secondary students will be registered by their teachers on Engage at the beginning of every class
- Attendance will be taken daily on the bus
- All staff, parents, and students are required to download the AL HOSN App



# MEDICAL CONCERNS

## **Reach will put in place and enforce strict protocols for handling medical concerns at school:**

- We are enforcing a “stay at home if unwell” protocol
- It is everyone’s duty to notify the school if there is suspected COVID-19 case
- All staff members are aware of emergency protocol for COVID-19 in the school
- The symptoms related to COVID-19 have so far been identified as the following:
  - A fever >37.5 degrees Celsius
  - Cough
  - Body ache or fatigue
  - Shortness of breath
  - Sore throat
  - Runny nose
  - Diarrhea and Nausea
  - Headache
  - Loss of sense of smell or taste
- Parents are asked to keep children at home if they show any of the above-mentioned symptoms
- Any student, member of staff or visitor showing any symptoms related to COVID-19 will be isolated immediately and referred to a hospital
  - For any suspected cases, Reach will follow the protocols issued by the DOH and other government entities
- Entry to the nurse’s office will be limited to students or staff requiring medical attention
- There is a separate isolation room for anyone showing symptoms
- Anyone on premises with a temperature above 37.5 C will be held in the isolation room until protocols can be followed, similarly anyone with a temperature above 37.5C will not be allowed to board the school bus
- Once the school has been notified of a suspected COVID-19 case, the school will implement “Track – Trace - Isolate” to identify anyone the person has come into contact with on campus
- The school will develop a list of “high risk” individuals and this group will be informed of any confirmed cases
- It is mandatory for anyone returning to school after a positive confirmed case of COVID to provide a clearance certificate from the DOH



# FAQs

**Q: What if my child is not in the same bubble as his/her friends?**

A: Student bubbles are created keeping families in mind. If your child is not in the same bubble with his or her closest friends, they still have the chance to interact with their friends virtually.

**Q: How many children will be in each bubble?**

A: Our self-contained bubbles (Nursery/FS1 to FS2) have a maximum of 10 students. The homeroom bubbles (Year 1 to 6) have a maximum of 22. The specialty bubbles (Year 7 to 13) also have a maximum of 22 students depending on the classroom size.

**Q: Will I be able to choose the mode of learning for my child?**

A: We strive to offer you your preferred choice, but onsite learning will be subject to limited availability. We are however governed by ADEK so have to follow their guidelines.

**Q: Will there be a discount on fees for the Blended or Online Model at Reach?**

A: No. All school tuition fees and transport fees will remain the same regardless of educational model used.

**Q: If we are a part of the Blended Learning Model can I choose what weeks my child will attend school?**

A: Children are divided into Year level bubbles and will remain in those bubbles for as long as learning is taking place. We endeavor to ensure that families are put in bubbles that attend school at the same time as much as we can. We hope this will be helpful to our families.

**Q: Will there be changes to the curriculum in order to accommodate the different learning models?**

A: Learning will not stop at Reach. All international and local curriculum requirements will continue to be met.

**Q: Does our child need to have a COVID-19 test done before coming back to school?**

A: Yes. As per guidelines issued, all students must receive a negative COVID-19 test result before starting school for the 2020/2021 academic year.

# FAQs

**Q: Do students have to wear masks to school?**

A: As per the guidelines issued by the ADEK all staff, visitors and students above the age of 6 are required to wear masks while at school. Please see page 27 for more details regarding our guidelines about masks.

**Q: Will the school provide masks for students?**

A: Parents are asked to ensure students above the age of 6 have their own masks. Reach will only provide masks in emergency situations.

**Q: Is the school prepared in case there is a COVID-19 emergency or ADEK announces school closure again?**

A: With provisions and plans in place, we can adapt to any change in circumstances without disruption of education delivery. We can ensure that learning will continue in any circumstance.

**Q. Will I be notified if anyone in the school is a confirmed case of COVID-19?**

A: We will immediately follow all the guidelines provided by the authorities regarding tracking and tracing, based on confirmed cases.

**Q: If my child has a runny nose is it okay to send them to school?**

A: We are enforcing a “stay at home if unwell” protocol at Reach. We ask that you keep your child at home if they are feeling unwell, please see page 30 for more details.

**Q: Who can we reach out to if we have more specific questions?**

A: Please email Ruba Jaber [rjaber@reachbritishschool.com](mailto:rjaber@reachbritishschool.com) for any specific questions you may have.

**Q: What if I do not feel comfortable sending my child back to school yet?**

A: We can understand some families may have some apprehensions about sending children to school. We will work with each of our families to see how we can best meet their needs.





# Reach

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