



Leiden, May 27, 2020

Dear parents, caregivers

Fortunately, the ISK will reopen on June 3, 2020. The teachers and I are happy that the students are allowed to go back to school so we can end the schoolyear in a good way. A day at school will be differently than before the schools had to close. In this letter, I would like to explain what a day at school will look like and what measures we have taken.

Each day, the students will be taking classes during half a day, so each student will be at school every day. On June 3, the students will get an explanation about the new hygiene rules and the timetable. The mentor will split up the class into two groups. Classes LA1 and LA2 are small, they will not be split up into two groups and take classes as a whole. The groups stay the same every day and they will come to school at the same time every day. The mentor will tell each student which group he/she belongs to.

Each class will get lessons in their own classroom. Class LUM3 will get lessons in the canteen, since this class is too big to get lessons in their own classroom. Class LS21 will temporarily get lessons in classroom 4. The walking route doesn't allow them to be taught in their own classroom. The tables and chairs in each classroom will be a meter and a half away from each other. The student takes place at the same table every day. Students don't change classrooms, teachers do. A teacher will be present during each lesson.

Upon entering the school, the students have to disinfect their hands with disinfectant gel present at the entrance of the school. There will be a poster with important rules at the door. Next, the students follow the mandatory walking route to their classrooms. Upon entering the classroom, the students have to disinfect their hands again. Each time a student leaves the classroom, he/she has to disinfect his/her hands once more. Upon entering the classroom, students and teachers clean their own tables with the cleaning products present. This has to be repeated upon leaving the classroom. Workstations and materials in the practice rooms also have to be disinfected. We regularly clean teaching aids with water and soap. Could you please make sure your child takes his/her own pen, pencil, eraser, ruler, sharpener, notebook and calculator to school? Students are not allowed to borrow things from each other or from the teachers.

The lockers will not be used anymore. Students have to bring their coats and bags into the classroom. Mouth masks are not compulsory but students are allowed to wear them if they want to. It is not allowed to wear coats or caps during classes. In

the classroom, students and teachers stay a meter and a half away from each other. On the floor, it is indicated clearly where everybody can walk.

The timetable for June 3:

Kanaalpark

08.45 – 10.15: LA1 (classroom21)	12.00 – 13.30: LA2 (classroom 21)
09.00 – 10.30: LS1, group 1	12.15 – 13.45: LS1, group 2
09.15 – 10.45: LH11, group 1	12.30 – 14.00: LH11, group 2
09.30 – 11.00: LUV1, group 1	12.45 – 14.15: LUV1, group 2

Mary Zeldenrust

08.45 – 10.15: LS2, group 1	12.00 – 13.30: LS2, group 2
09.00 – 10.30: LS21, group 1	12.15 – 13.45: LS21, group 2
09.15 – 10.45: LH10, group 1	12.30 – 14.00: LH10, group 2
09.30 – 11.00: LH20, group 1	12.45 – 14.15: LH20, group 2
09.45 – 11.15: LUM1/2/GIM, group 1	13.00 – 14.30: LUM1/2/GIM, group 2
10.00 – 11.30: LUM3/4/LUH1, group 1	13.15 – 14.45: LUM3/4/LUH1, group 2

On June 4, we resume the lessons. Each student gets 15 lessons a week. There will be a new timetable with different lesson times.

From June 4, lesson times are:

Group 1

- Lesson 1: 09.30 – 10.20
- Lesson 2: 10.20 – 11.10
- Lesson 3: 11.10 – 12.00

Group 2

- Lesson 6: 13.00 – 13.50
- Lesson 7: 13.50 – 14.40
- Lesson 8: 14.40 – 15.30

The students are allowed to come to school from 09.15 (group 1) or 12.45 (group 2). We would like to ask you to make sure your child doesn't come to school before these times. Upon entering the school, your child goes to his/her classroom straight away. Students and teachers follow the walking route indicated with arrows. If your child has to wait outside, he/she also keeps a distance of a meter and a half from other students. We will use tape to indicate where your child can wait outside, at what distance. At the end of the lessons, your child has to go home immediately. Students are not allowed to stay at school

When the students are at home, they have to do homework. The students will get a new timetable. Most of the lessons will be Dutch lessons. There will also be creative lessons (P.E., art class, technique, visual arts or music) three times a week. P.E. will not be in the gym. During P.E., students do a workout at the schoolyard for example. During all lessons, students and teachers keep one and a half meters apart.

The canteen will be closed and there will be no breaks. The students are not allowed to eat or drink in the classrooms, unless necessary for medical reasons. Students

stay in their classrooms during the lessons and preferably do not use the toilets. They do not change classrooms, only if they have P.E. or technique. Each time a student changes classrooms, he/she has to disinfect his/her hands.

We adhere to the guidelines of the RIVM. This means that:

- Adults and students keep a meter and a half apart. This also applies to adults and students between themselves
- We wash our hands for at least 20 seconds, multiple times a day. Disinfecting hands is mandatory upon entering the classroom and after a visit to the toilet
- We do not shake hands
- We cough and sneeze in our elbows
- We do not touch our faces

If your son, daughter, pupil, has the following respiratory complaints, he/she has to stay at home:

- Nose cold
- Coughing
- Breathing difficulties
- Fever, over 38 degrees

If your child suffers from these complaints, he/she has to stay at home for at least 7 days. He/she can come back to school if he/she has been without complaints for 24 hours. If someone in the same household of the student has a fever above 38 degrees and/or shortness of breath, the student also stays at home. In this case the same rule applies: if everybody in the same household has been without complaints for 24 hours, the student can come back to school. If someone in your household is diagnosed with COVID-19, your child also has to stay at home. He/she has to wait until that person has been without complaints for 24 hours. If this is the case, your child has to stay at home for another 14 days.

Does your child have complaints at school? We will send him/her home. Siblings or students that live in the same house, will also be sent home. Only if everyone has been without complaints for 24 hours, they can come back to school. If your child/pupil is ill, you have to call reception to report him/her sick, at 071-7517555.

We kindly request you not to enter the school because of these guidelines. Do you wish to make an appointment with your child's mentor? We would like you to do this online. We will make an appointment at school if that is the only way possible.

We kindly ask you not to let your child use public transport. Students who live less than 8 kilometers from school come to school by bike, or on foot. Maybe it is possible to bring your child to school by car. Also students who live further away from school than 8 kilometers can preferably come to school by bike or be brought to school by car.

If you have any questions, you can contact your child's/pupil's mentor.

We hope to see all our students in good health on June 3.

Kind regards,

Mariella van Driel
Team leader ISK