

HFS COVID-19 Protocol

Parents' care

- Parents should make sure that their child's temperature is below 37.5°, with no symptoms such as coughing or diarrhoea before accompanying him/her to the bus stops or driving him/her to school. If a child shows symptoms of coronavirus such as fever, coughing or diarrhoea, the child must be taken to the Screening Centre at their district office community health centre for testing. When a child gets tested, his/her parents must inform the admin office thereof and also let the office know of the test result when it becomes available.

School bus

- All students will have their temperature checked before they board the bus. Parents are asked to be with them at the bus stop.
- Those who measure 37.5° and above need to be taken by the parents to the Screening Centre of the Dong-Gu Community Centre (at the Dong-Gu District Office, Tel. 052-209-4106~4108).
- Upon boarding, all students will be given drops of hand sanitizer.
- * Students who arrive at school individually shall have their temperature checked outside the gate. Their parents are also asked to be with them in the waiting lounge outside the school entrance. If their temperatures measure 37.5° and above, their parents will also need to take them to the Screening Centre of the Dong-Gu Community Centre.
- HHI will sanitize the school bus before and after operation every day.



Check for symptoms

- All students will have their temperature checked minimum twice a day (before they arrive at school and right before lunch).
- All staff should also measure their own temperature at least once a day. (They must do it in the morning when they first arrive, before they enter the school entrance)
- Any student who shows symptoms such as high fever, coughing, or diarrhoea during the day will be placed in the Hall with an admin staff member. In case the Hall is occupied, they will be in the Staff Lounge. The child's parents will be contacted immediately and be instructed to take their child to the Screening Centre of the Dong-Gu Community Centre for testing. In case any student is confirmed to have Covid-19, the school will inform the Ulsan Metropolitan Office of Education and will be closed immediately for 14 days and E-Learning will resume.
- In case the parents cannot be reached and thus fail to pick up their child within 2 hours from the start of contact, the admin staff member will take the child to the Screening Centre.
- When a student gets tested for Covid-19, the parents should inform the admin office thereof and also inform the office of the test result when it comes out.
- Even if the test is negative the child must remain at home until the symptoms disappear. If the symptoms get worse the child must revisit the Screening Centre. In that case, they are supposed to inform the admin office.



- * Parents will be given the *Stay at Home Notice* form and will need to complete the *Health Check Form* and *Parent Confirmation Form* before their child can be readmitted to the school.
- If any teacher is confirmed to have Covid-19, the school will follow the same procedure as in the case of students.

Awareness among students

- At the start of each class, students should be reminded to:
 - Wear their mask
 - Wash their hands thoroughly and constantly
 - Cough into sleeves when coughing
 - Keep distance from each other
- * Particularly before lunch and after coming back from playing on the futsal pitch, teachers make sure that students wash their hands with water or hand sanitiser.

Social distancing

- Enough space shall be kept between students at all times.
- Lunch will be had in two places: Y3-9's in Cafeteria and F1-Y2's in the Music/Korean room.
- When they line up for any purposes (i.e., to move to the cafeteria, the library or the futsal pitch), they should be told to keep at least 1-meter distance from each other.



Wearing of mask

- All people will be required to wear a mask at all times when interacting with other individuals except when eating. (Staff, students and parents)
- * Students will be given two washable masks on the first day.

Ventilation

- Classrooms must be ventilated regularly, by keeping the windows open as often as possible.

Sanitizing of the school facilities

- In the school: door knobs, desk tops in the classrooms and table tops in the cafeteria (Frequently)
- Outside the school: railings in the stairwell and the elevator and buttons inside the elevator (In the morning, before they move to and from the futsal pitch)
- The school will do its own fumigation after school every Friday.

Parents and visitors to stay outside the gate

- Parents will be asked to stay outside the gate when they bring their child to school or pick him/her up unless they need to meet with a faculty member. Visitors are first asked to stay outside before they are checked for their appointment.



Cases of compulsory 14-day self-isolation

- Anyone who belong to the following categories must self-isolate for 14 days.
 - Anyone returning from overseas
 - Anyone whose family member (or a relative, etc.) living with him/her has returned from overseas
 - Anyone who was into contact with those who have been confirmed to have Covid-19
 - Anyone whose family member (or a relative, etc.) living with him/her has been confirmed to be in contact with those infected with Covid-19

Person in charge of following up on COVID-19

- Ms. Yujin in the admin office has been designated to follow up on the students who have been sent home as well as any staff member who has to self-isolate at home due to possible Covid-19 infection.

※ All the above emergency measures will be kept in place until the government declares the official ending of the virus situation.

Contact Us

In case of need for further assistance, parents are requested to email at admin@hyundaiforeignschool.com or phone the admin office at 052-252-2851.