



VILLA INTERNATIONAL
HIGH SCHOOL

Schooling in the New Normal for Villa International High School

1. Teaching and learning in the new normal

- a) School will begin on 1st July, according to the New Normal guidelines outlined in this document. Session will go on from 8:00am to 3:00pm, Sundays to Thursdays.
- b) Students and staff will attend on the days and times specified, will observe social distancing norms, and wear face-masks throughout the classes and at all times on campus.
- c) For all subjects, online teaching will continue even in the new normal. Attendance will be marked for 3 online periods for each subject. Students are required to complete the assigned work and attend the online classes regularly.
- d) For online classes of each subject, departments will keep on uploading presentations with voice-over recordings for each topic, which will be shared weekly, with assignments or work. In addition, a chat session will be conducted at the end of the week for each subject, by the respective teachers to provide feedback on the submitted work and provide additional explanations.
- e) From 1st July, students will attend school for a minimum of 2-3 hours per day, but depending on subject combinations chosen at VIHS, you may not have to attend school every day. There will be 2 face-to-face periods for each stream subject, and 1 face-to-face period for Dhivehi, Islam and English. Students are required to follow the time-table and attend accordingly.
- f) If a student is unable to attend the face-to-face classes for any reason, the class teacher must be informed of this without delay.

2. Timetable

- a) Minimum 2 periods per subject will be time-tabled as face-to-face classes, except for Dhivehi, English and Islam, which will have 1 face-to-face class per week.
- b) The timing or the period between the classes have been decided in a way that it does not allow overcrowding and prevent overlapping crowds in the classes as well as the college premises.
- c) Classes will be split/grouped and arranged as per the capacity and in accordance to the social distancing requirements of HPA. Large rooms and the hall will be used.
- d) There will be a 45-minute gap between the classes to ensure that every class is disinfected before a new batch of students arrive.
- e) Students will be provided hard copies of required study materials depending on the need.

3. Wearing face masks

Recent studies indicate a significant portion of people who have COVID-19 don't show symptoms, and the virus can spread before they realize they are sick. This research — combined with the fact that the coronavirus can spread through close proximity to others, often by speaking, coughing or sneezing — led to their recommendation for the general public to wear cloth masks in public, especially in situations where social distancing may be difficult, such as grocery stores or on public transportation, and in areas where there is a significant amount of community transmission.

Hence, students and staff are advised to wear any type of cloth mask that are available to them, which are appropriate for school. If disposable, masks are available, you can wear them, but ensure that these are disposed safely, right after use. Avoid using masks that bear the school logo.

Masks must be kept on in the school premises at all times. It is advisable to carry a spare mask in case in case the need arises.

4. Students entrance and exit

- a) Villa International High School students should wear the official uniform to attend classes, along with a mask, which should be kept on at all times till they are safely at home.
- b) Staff and students must follow HPA guidelines at all times and avoid crowding.
- c) Students and staff shall lineup for Entry and Exit to QI campus by keeping social distancing requirements as given by HPA, where their temperatures will be checked before entering the premises.
- d) Marks indicating where to line-up and the distance will be displayed, and students and staff guided.
- e) Students and staff will maintain physical distance while moving around the campus and to enter and exit from classes, libraries, faculties, or common areas.
- f) Once entrance gate is passed student shall wash hands thoroughly using handwashing basin kept near the gate before proceeding to the classes
- g) Students and staff will NOT use lift. Ground or first floor rooms will be arranged for classes.
- h) Students having any symptoms of flu or sicknesses must NOT attend classes. If you start displaying symptoms while at the school, you must inform the teacher as soon as possible.

5. Entrance to class and seating

- a) Student and staff will wear masks
- b) Students will enter the class one by one
- c) Students shall keep social distance at all times
- d) Use hand sanitizers or clean hands before opening the door, and after exiting the room.
- e) Students shall maintain the physical distance in the class
- f) Students must avoid using or borrowing other students' items
- g) Student must sit on the seat the student first sat for that class, should not move or use other student's chairs or desks.
- h) At all times avoid unnecessarily touching surfaces.

6. Exiting the classroom

- a) Leave the class one at a time, starting from those who are going home on their own.
- b) Wash or sanitize hands.
- c) Avoid stopping to talk to each other, or crowding around the exit.
- d) Leave the premises as soon as the class is over.

7. Students using common areas such as benches

- a) Students shall maintain social distance at all times when sitting in common areas
- b) Students shall not walk in groups
- c) Always wear facemasks
- d) Will own food and water bottles and **will not** use the canteen.
- e) Student must not throw waste other than to the dustbins
- f) Students must not leave anything on the benches

8. Using library services

The library will only be used by VIHS students for borrowing and returning. In cases where a student has to use the library in this manner, they must:

- a) Enter library one-by-one, at the allocated time agreed by VC, by keeping appropriate social distance and must strongly follow social distancing while looking for books at the shelves and dealing with staff.
- b) Once a book is taken out of shelf such books shall not be placed back to shelves by the student, it should be kept on the desk that designated for such purposes.
- c) As much as possible students shall not touch books unnecessarily, instead try get help from librarian about the book that you are looking for.

9. Using the Mosque

We encourage students and staff to go home after the class and pray at home rather than use the mosque. In cases where mosque has to be used, the following should be observed:

- a) Bring your own prayer mat.
- b) Students & staff shall maintain social distance at all times while entering the mosque, lining up for prayer and while leaving the mosque
- c) Should wear masks and remove masks only for ablution.
- d) While leaving the mosque after the prayers, students/staff shall wash and sanitize their hands at the ablution area.

10. Using the canteen

- a) Canteen facilities will not be available for students until the school begins operating in full sessions.
- b) Students must ensure they have a meal before coming to school. Students will be at school for 2-3 hours but, if needed, students are welcome to bring their own food and drinks, and to keep premises clean.
- c) Sharing food and water bottles are not allowed.
- d) Water bottles can be refilled from the water dispensers located around the campus.

11. Toilets

- a) When lining up to use toilets, keep physical distance
- b) Wash and sanitize hands thoroughly before exiting the toilet
- c) Used tissues must be disposed safely, by putting them into the dustbin.
- d) Keep the toilet clean for everyone
- e) Toilet paper, sanitizer, hand wash and other items needed to maintain hygiene will be available. The toilets will be cleaned frequently with disinfectant.

12. Support services

- a) Parents and students must inform the class teacher or management if there are any concerns related to the health and well-being of a student.
- b) Students will be supported in adjusting to the new normal conditions via online support groups and psycho-social sessions conducted by NGOs affiliated with VIHS. Students are encouraged to participate in these free sessions.