

COVID-SAFE CHARTER

English In York is committed to taking all necessary steps to protect the health, safety and welfare of our students, staff and local community. We have created the English In York COVID-SAFE charter which complies with UK government rules and guidance, to define our standards within our school and other relevant environments.

Prior to reopening our school, English In York will:

- Conduct a deep clean of our school, including training rooms, bathrooms, kitchens and common areas
- Ensure all staff are aware of all English In York COVID-SAFE policies and procedures
- Adapt our First Aid policy in line with guidance from UK Public Health bodies, and make our First Aid staff aware of new COVID-SAFE procedures
- Display clear posters and signs throughout the school reminding students, teachers and staff to socially distance and practice good hand hygiene
- Display information regarding local COVID-19 testing centres and procedures
- Ensure social distancing can be maintained wherever possible by placing floor markers and furniture appropriately throughout all areas of the school

Before students arrive, we will:

- Contact each student to explain our arrangements and answer any questions
- Provide written information on arrival procedures, including airport transfers and public transport use
- Provide clear information on COVID-SAFE arrangements at any accommodation arranged by English In York, including homestay, hotels or self-catering apartments

When our school reopens, we will:

- Communicate all new safety arrangements to new students as part of the arrival induction process
- Notify students of English In York designated COVID-SAFE team members so they may raise any concerns or issues
- Ask all students to complete a confidential health screening questionnaire and ensure students understand the process to follow if they feel unwell or believe they could have been exposed to COVID-19, even if they feel well
- Ensure our staff do not attend English In York if they display any symptoms or have been in contact with anyone who has tested positive for COVID-19
- Ensure the school is kept well ventilated at all times and encourage teachers and students to work outside when weather allows
- Provide hand sanitiser and soap throughout the school and encourage frequent hand washing and good hand hygiene
- Implement enhanced cleaning procedures and make cleaning supplies available throughout the school, paying particular attention to frequently touched surfaces
- Minimise where possible the use of shared items and ensure both staff and students have access to materials and stationery for their individual use
- Support the use of face coverings by staff and students (other than for activities where this is not advised)
- Require appropriate social distancing guidance to be followed in all areas of the school
- Ensure safe occupancy levels of all facilities and areas including classrooms, offices, staff rooms and common areas
- Make clear to all staff and students that any behaviour which could be considered bullying or harassment in relation to COVID-19 will not be tolerated and normal English In York disciplinary policies will apply