

Young Learner - Blended Classes

Guidance for Parents

British Council is pleased to announce the return of our face-to-face classes in September. We have conducted a thorough review of our space following the Ministry of Education and Ministry of Public Health requirements regarding Covid-19 and have made a range of changes that support social distancing and hygiene to give you the confidence to attend classes. The guidance below explains the different measures we have put in place to support your safety while studying with us. After reading the guidance, we ask you as parents to sign our “Parent Pledge” to ensure you have understood our safety measures and will support your child with equipment they need to enjoy their class safely. We look forward to welcoming you and your children back to our Al Sadd office from 12 September.

Our classes:

- We have staggered class times to reduce the number of students arriving together.
- We have shorter classes to avoid the need of breaks.
- We have reduced the number of students in our classes - rooms vary in size, and so do the number of students we can accommodate. You can expect to see between 6-10 students/ room.
- We are running fewer classes and only permit essential staff into our building to ensure our overall capacity stays within 30% of its maximum at any one time.

Getting to your class

- Access to our building is from our main entrance on Al Sadd Street.
- Like all public spaces, you are required to wear a mask at all times on our premises.
- Only customers with appointments, classes or exams can enter our building.
- Parents of primary-aged children can enter with their child. However, waiting is not permitted inside our building. If you are collecting a primary-aged child, you may return at the end of the lesson to collect your child following the steps below.

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- Our security guard house can accommodate two customers at any one time. There is a covered waiting area outside, which can accommodate up to six customers.
 - Once in the guard house, our security team will check your temperature and ask you to display your health status on your Ehteraz app. We appreciate your cooperation with these checks.
 - You then place your bag and any items on the scanner and pass through the metal detector.
 - Next you will pass through our garden area to the main building.
 - When you enter the building, please go straight to your classroom. You can ask at reception should you need assistance in finding your room.
 - The staircase to the first floor is one way only. If you need to go back down, please use the outside staircase located near classroom 7.

In your class:

- Your teacher will be in class 10 minutes before the class starts to help students as they arrive.
- Once in your classroom, please take a seat. Our classrooms have been laid out to ensure 1.5m social distancing. Please do not move your chair.
- Students are required to wear their mask at all times during class.
- During lessons, students will be expected to stay in their seats. We have shortened the lesson to make this more comfortable.
- We encourage students to come with their own stationery (listed below). However, should we be required to provide stationery, each class has a box of sanitised stationery and a separate box to place used stationery in.
- In the first lesson the teacher will give each student the course material. There is one copy for each child and should not be shared.
- During the course, the teachers will do their best not to share any additional materials. They will refer students to the self-access materials on our online platform. Any equipment used in class will be sanitised ahead of lessons and after use.
- Should your child require a toilet break, one student at a time will be allowed to leave the class. Our teaching assistants monitor the corridors and toilets to ensure students are appropriately distanced.

What to bring to your class

Please ensure your child brings the following to class.

- Water
- Pencil
- Notebook
- Eraser
- Ruler
- Sharpener
- Colouring Pencils (Primary students)

Break times and refreshments

- We have shortened our classes to remove the need for breaks.
- Please ensure your child has used the bathroom ahead of their lesson. Our toilet facilities are available and explained in the “in your class” section above.
- We are unable to provide any water or food on our premises, so please ensure your child comes with the refreshments they need.

Collection cards

- To help identify students when they arrive, we will provide Secondary students with a green badge and Primary students with a red badge.
- Parents of primary students will receive a red badge to display when they come to collect their children.

At the end of your class

- Please ensure you pick up your child within 10 minutes of the end of the lesson.
- Children above 12 years old can leave the building unaccompanied.
- Younger children will wait in class with the teacher for 5 minutes until they are picked up by a parent/carer or an older sibling.
- Only one parent is allowed on the premises to pick up their children.
- Any uncollected children will be taken to room 6 and monitored until parents arrive.
- Please ensure you arrive on time so that students do not wait for long in the waiting room.

Face masks

- Masks must be worn at all times by everyone on our premises, before during and after classes.
- Cloth or disposable masks are both permitted.
- Please ensure the cloth mask is laundered daily and if using a disposable mask, that it is a fresh mask. We advise providing your child with a spare mask in case their mask breaks during the lesson. We will keep stock of disposable masks for emergency situations.

Hand sanitisers

- We have hand sanitiser stations around our entire building and refilled regularly.
- Each classroom will also be equipped with hand sanitiser.
- Students are encouraged to bring their own hand sanitiser.

Social Distancing

- Social distancing of 1.5m is supported throughout our premises.
- Signage has been placed around the building to identify places to stand in waiting areas, chairs that can be used and one-way staircases.
- Classrooms are also set up to ensure 1.5m social distance.

Cleaning

- Frequent cleaning of common touch points such as door handles, banisters, chairs, etc. has been built into our cleaning team's schedule.
- Classrooms will be cleaned and disinfected between each lesson as well as at the end/beginning of each day.

Suspected Covid-19 symptoms

Students who display Covid-19 related symptoms should stay at home and not come to class.

- Should your child display a high temperature on arrival they will be asked to return home if they are accompanied.
- If they are unaccompanied and display a high temperature on arrival, they will be taken to our isolation room while we contact you.
- If a student displays any Covid-19 related symptoms during class, they will be taken to our isolation room and we will contact you.

Please be aware that should we be asked for name and personal details as part of the MoPH tracing process we are obliged to provide these.

Parent Pledge

Dear Parents and Students,

We are delighted to announce that British Council Qatar will resume Face to Face teaching from Saturday 12th September 2020.

Please read the below pledge carefully as we have new measure in place to ensure your child's safety and wellbeing remain our number one priority.

I will ensure my child:

- arrives at the British Council 10 minutes before the start of the lesson and is collected on time at the end of the class
- wears a mask that covers the nose and mouth before entry and during all time spent at the British Council.
- brings a bottle of water, pens, pencils and notebook to each lesson, but no food or snacks.
- goes to the toilet before coming to class.

I understand ...

- my child will remain at home if he/she appears unwell.
- any child with a high temperature should stay at home. Should arrive with a high temperature we will ask for them to be picked up by the parent or guardian.
- any child arriving early for a lesson will have to wait outside the entrance until the class is ready for entrance.
- the British Council remains closed to parents & visitors, no entry without prior appointment or invitation.
- should there be a further lockdown, the class will move fully online at the same times.
- all communications between the British Council and parents will be by email. Please make sure you have provided the correct email address and check it regularly for messages from us.
- I will log in to English Online and help my child do the activities on the website. I understand that it is part of the course.

We look forward to welcoming your children back to British Council.

Kind Regards,

British Council