Dear ISU families,

Following the Bavarian’s government announcement (05.05) and the federal government’s announcement today (06.05), we now have more clarity with regard to what conditions ISU’s campus will partially re-open. While these announcements refer to state schools, we have been in contact with the Schulamt to determine how these directives apply to us considering ISU’s uniqueness.

The following grades are permitted to return from the following dates.

- 11 May - Grades 4, 5, 9, 10 and 11
- 18 May - Grades 1, 6 and 7
- 25 May - EYP 3
- 15 June - Grades 2, 3 and 8 (since we do not have Pfingsten holidays we are awaiting news to see if these grades can return earlier)

We are still awaiting government directives for when EYP 1 and 2 return.

As we are all aware, this is far from a normal school year and I should stress that this will not be a regular re-opening with everything returning to normal. It has been a difficult time that demands a lot from people and now it demands a little more from each of us, as ISU partially re-opens the building.

I appreciate this is a long email with details on our hygiene and cleaning protocols and under what conditions each grade will be returning on. I ask that you take the time to read fully the points below.

The government directive mandates that there should be no more than 15 students in a classroom. For grades with less than 15 students, students will be required to come to the campus every day. For grades that have more than 15 students, the grade will be split in half. Half the grade will come to the ISU campus one week, and it will alternate the following week. Students who are not on campus will continue their learning via distance learning in a manner similar to what they have been doing up until now. Principals will communicate what students are in each group, the structure of the school day and rooming.

More information on the rotation and weeks can be found in the attachment.

**Grades returning week 11-15 May**

**Upper School**

**Grade 12**
- Grade 12 will continue with e-learning and their personal project at home.
- Grade 12 will be in one additional morning/afternoon for graduation related activities
- All Grade 12 students need to be on campus on 20 May from 9:00.

**Grade 11**
- Grade 11 will have a regular schedule on campus and will be confined to the downstairs area of the MSUS wing.
- Grade 11 (Mr Martin’s homeroom) will primarily be based in Mrs Henkel’s room.
- Grade 11 (Mrs O’Leary’s homeroom) will primarily be based in Mrs O’Leary’s room.
- Grade 11 students can attend science classes in the labs and art lessons in the art room while adhering to all distancing, hygiene protocols and the one way hallway system.
- Mr Finlay’s room will be a designated study room for those students that have a study period.

**Grade 10**
- Grade 10 will be divided into 2 groups. Grade 10 A and Grade 10 B. Students will be informed as to what group they are in.
- Grade 10 A and Grade 10 B will come to the campus on alternate weeks.
- Grade 10 will be based in Mr Newman’s room for all their classes.
- With the exception of Tuesday when students just need to be on campus from 10:55, students need to be present on campus for all lessons on their designated day.
- The PE lesson on Tuesday morning will be delivered via e-learning and completed at home.

**Grade 9**
- Grade 9 will be divided into 2 groups. Grade 10 A and Grade 10 B. Students will be informed as to what group they are in.
- Grade 9 will be based in Ms Moore’s room.
- Grade 9 A and Grade 9 B will come to the campus on alternate weeks.
- With the exception of Tuesday when students just need to be on campus from 10:30, students need to be present on campus for all lessons on their designated day.
- The PE lesson on Tuesday morning will be delivered via e-learning and completed at home.
Lower School

Grade 4
- Grade 4 will be divided into 2 groups. Grade 4 A and Grade 4 B. Students will be informed as to what group they are in.
- Grade 4 will be based in Ms Morgan’s room.
- Grade 4 A and Grade 4 B will come to the campus on alternate weeks.

Grade 5
- Grade 5 will be based in Ms Clegg’s room

Personal Hygiene:
- There is no parking on the school campus during the re-opening of the school campus. A stop-and-drop route will be set up in the carpark.
- Parents should only come into the building if they have an appointment. Parents will be required to use the antibac station, sign in, complete a questionnaire and use a mask while on campus.
- Hand washing should take place regularly throughout the day and at least: before starting lessons, before and after break, before and after lunch, before going home.
- Additional hand sanitising stations have been placed at exit doors and in additional locations in the building. These should be used before opening the doors.
- Students who have recently returned from any destination outside of Germany must observe quarantine regulations and cannot return to school until completing quarantine.
- Physical greetings such as handshakes and hugs are not permitted.
- All seating arrangements at school will adhere to physical distancing rules.
- With our EYP children physical distancing is more difficult to fully maintain. However, strict hygiene protocols and continual use of cleaning products will be available and used in this section.

Masks
- Anyone entering the school building must wear a mask.
- Students need to provide their own masks.
- The mask must cover the nose and mouth.
- It is important that the mask is washed every evening (at 60 C) and fully dry when returning to school the next day.
- Masks are not required to be worn in the classroom.
- Masks are required in all other situations. Such as
  - waiting in front of the school building,
  - entering and leaving the school building,
  - changing between rooms,
  - going to the toilet,
  - going to and while on the playground,
  - you can also find many websites with instructions on how to make your own face mask, e.g.:

  CDC DIY Cloth Face Covering
  CNN How to make your own face mask
  SewCanShe Face Mask pattern

Entering and exiting the school building
- Start and end times of the school day will be staggered for each grade;
- EYP parents and students must wait outside the building. A staff member will escort you (while maintaining physical distancing) to the classroom individually.
- EYP during dismissal, parents must wait outside the main entrance and a staff member will bring your child to you.
- Grade 5 will enter the campus through the fire exit on Schwabenstrasse and go upstairs.
- Other lower School students enter through the car park gate and make their way directly to their classroom.
- Middle and High School students enter through the main entrance.
- Staff will be present in the mornings to guide you.
• Upon entering the building all students and staff must wash their hands immediately.
• Upon exiting the building all students and staff must wash their hands.
• Please adhere to physical distancing rules at all times.
• There are no off-campus privileges for students.
• Students enter the building only for classes.
• Students and parents are not to congregate outside the school after their child has been dismissed.

Hygiene for classrooms
• ISU will ensure windows in rooms in use will be opened every 45 minutes fully (not on tilt) for a minimum of 5 minutes.
• In keeping with Bavarian rules, there will be a maximum of 15 students in a room.
• ISU will limit movement around the campus by holding lessons in set classrooms where possible.
• Students will be seated at single desks spaced at least 1.5m apart.
• Students are not to share materials.
• No group work will be done.
• A deep cleaning of the building will be conducted every evening.
• Door handles and railings will be disinfected regularly during the day.

One way and restricted areas
• There is a “one-way system” in place in hallways and stairwells where everyone needs to keep to the right.
• Students and staff are expected to travel on the right along corridors. Where required, markings will be placed on corridor floors.
• Certain areas of the school building will be restricted.

Snacks and lunches
• There will be no catering services at ISU.
• Students must bring their own drinks, snacks and lunch.
• Students are not permitted to share food.
• The water fountain is off-limits in the Atrium.
• There will be no off-campus privileges for students.

Toilet regulations
• Students must always pay attention to the one-way, keep right system in the school building.
• Only one person in the toilet at anyone time
• Hands need to be washed thoroughly.

Supervision
Systems are in place to ensure physical distancing and all hygiene protocols are being followed outside of classrooms.

Measures for break times
• Breaks will be staggered as necessary. The respective principals will communicate more information on this.
• Students will eat in designated places on the playground or in classrooms.
• There is no catering service, students must bring their own food, drinks and snacks.
• For hygiene reasons the water dispenser in the atrium will not be available.
• The mobile phone ban is lifted during breaks for MSUS students.
• Students are not permitted to leave the campus during the school day.

“Non-core” lessons and ASAPS
• PE lessons will not take place on campus.
• There will be no ASAPS, morning care or after school care programme.

Emergency Care
• Emergency care will continue to be offered for families from system relevant professions.
• More details can be found here https://www.km.bayern.de/allgemein/meldung/6945/faq-zum-unterrichtsbetrieb-an-bayerns-schulen.html#informationen-notbetreuung

Persons with a higher risk of COVID-19
• Students who are part of the high risk group or have a family member who is high risk is advised to present a doctor’s note to be exempt from attending campus.
• Anyone with a sore throat or symptoms of respiratory illness, with or without a fever, are asked to refrain from visiting the campus.
• If students are experiencing these symptoms, parents should inform us and keep their children at home until they feel better. If these symptoms persist, please do seek medical advice.

Obligation to report and register
• ISU is obliged to report and register any case of COVID-19 with the Bavarian health and school authorities.
• ISU will provide this hygiene plan to the authorities if requested.
• ISU will update and amend this plan as appropriate.

Other important points
• Students need to be fully aware of their amended schedule and knowing what classes take place on campus and what classes continue via e-learning. If you are unclear please ask your homeroom teacher.

Failure to follow these rules may result in a student being prohibited from classroom instruction.
Thank you for your attention to the protocols and rules. Please do talk to your child about these necessary rules of conduct to prevent the spread of infection. The above rules and guidelines may be subject to change depending on updated government directives over the coming weeks.
All of us at ISU want you to know that we are here for your children and stand ready to do all we can to help them through to the other side of this global crisis.

Warm regards,
Liam