



IELS Malta

COVID-19 Re-opening safety rules

The purpose of IELS's COVID-19 safety rules is to establish best practice protocols for keeping staff and students safe after extended closures due to the COVID-19 pandemic.

The following safety rules will be in place for first few weeks of July and reassessed and amended as needed

Social Distancing Measures

- Written guidelines to COVID-19 protocols will be provided to all staff and students, and posted around the school and residence(s)
- Posters outlining COVID-19 protocols and providing general community health education and awareness will be placed visibly throughout the premises

Safety Operating Practices

- The temperature of all staff, students and visitors will be taken at entrance of school building, using a non-contact thermometer. Access will be restricted to a body temperature of 37.1C
- School will have sanitisers available for both staff and students within the school premises including classrooms. Hands to be sanitised immediately on entry to the building(s)
- Minor 'sickness' such as cold would preclude a student from access to lessons for the duration of the illness
- As per Legal notice Education Act LN221 of 2015 Article 135 Part B Non-Academic Services No. 5 Classroom and Other Areas : 5.1 : Classrooms shall:
 - ✓ be of such dimensions that represents a minimum of 1.75 square metres per student, this already provides clear guidelines to avoid overcrowding in classrooms



- ✓ Students will be encouraged to use web based interactive platforms to address basic customer care issues wherever possible
- ✓ Where possible timetables will be staggered to reduce student contact during both lessons and breaks
- ✓ Only staff members essential to the running of classes or daily student interaction will work on school premises, while the other staff members whose presence on site is deemed nonessential by the school will work from home whenever possible
- ✓ IELTS Malta will conduct:
 - a) online pre-arrival testing and orientation for new students and
 - b) online level testing for students needing to change levels
- Routine cleaning will occur in school as well as further increased sanitation of classrooms, public areas and the overall premises. Record keeping will be kept in respect to this service.

Hygiene Practices

- Strict protocols on cleaning and disinfecting premises and other aspects of environmental health will be observed
- Surfaces (e.g. counters, desks and tables, door handles) and objects (e.g. telephones, keyboards) will be cleaned and wiped twice daily with disinfectant solution containing 0.5% sodium hypochlorite
- Bathrooms will be cleaned and disinfected daily
- All classrooms must have adequate ventilation, such as a window leading to the outside for fresh air circulation

Washing Hands

- Bathrooms will be stocked with an ample supply of soap and paper towels
- Hand sanitiser stations will be placed on every floor and in common areas



- Hand sanitiser will be available in every classroom
- Staff and students will be requested to sanitise before and each class, break and on entering the premises

Staff Training and Requirements

- IELS will make sure that all its staff are safe, fully trained and compliant with all COVID-19 protocols
- All staff who present any symptoms of COVID-19, the common cold or flu will be required to stay at home and follow national guidelines for a suspected case of COVID-19

Student Requirements

It is important that students understand what their responsibilities are, to ensure their safety:

- Students will need to complete all aspects of the level test online prior to arrival
- Students must provide adequate proof of medical cover while in Malta as a requirement for study
- All students who present with any symptoms of COVID-19, the common cold or flu (respiratory symptoms, fever, cough, shortness of breath and breathing difficulties) will be required to:
 - ✓ advise the school immediately,
 - ✓ stay in their accommodation
 - ✓ follow national guidelines for a suspected case of COVID-19

Accommodation guidelines

School-managed and outsourced accommodation will adhere to national regulations and WHO guidelines for student accommodation services. These can be found on the MTA portal: <https://www.mta.com.mt/en/reopening>



Suspected case of COVID-19

Should a student exhibit COVID-19 like symptoms (respiratory symptoms, fever, cough, shortness of breath and breathing difficulties), while studying at IELS, the following protocol will be followed:

- Student must alert closest member of staff, homestay and call the IELS Emergency phone **+356 9942 9617**
- IELS staff will advise the student to stay where they are and will phone the local or national health authority for advice (information will be supplied by each school on arrival)
- IELS will follow advice provided by their health authorities
- Should the advice be to self-quarantine:
 - ✓ Students will not be given access to communal areas
 - ✓ Staff will provide food and drink supplies to student and liaise with parents/agent accordingly
- Should the test be negative, IELS will lift the quarantine and normal service will be resumed
- In the instance of a positive test result IELS will follow advice given by the health authority
- After a positive result the student will not be able to travel home until their self-isolation period is over even if this came at the end of their stay
- The student will be liable for any additional accommodation, transfer or flight costs
- If an outbreak of COVID-19 is identified on a school's premises, the premises will be temporarily closed and undergo deep cleaning and disinfection in accordance with government guidelines, while staff and students who have been in contact with the infected student may need to undergo a 2-week isolation period in accordance with government guidelines
- Re-opening of the premises will be on the advice of local authorities