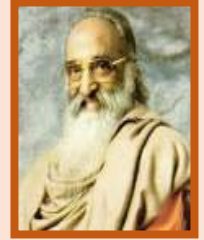




Hari Om!
Chinmaya Vidyalaya
(School With A Difference)
Sandeepany Kailash, Kundanbagh, Begumpet, Hyderabad.



COVID -19

SOP/Guidelines for Health and Safety protocols for Reopening of Vidyalaya and Learning with Physical/Social Distancing.

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INTRODUCTION

“In life It has always been observed that to solve a Problem is to rise above it”.

-- Pujya Swami Chinmayananda

Education fraternity has strong credence in following its motto of holistic development of learners in any & every situation, which is also the national aim of education in India.

Our Vidyalaya has always been instrumental in providing a robust program of physical and social-emotional development inclusive of quality education even during testing times like COVID-19 and will continue its tradition even in the post-pandemic phase. We truly believe that it is time to empower our young generation for the forthcoming challenges.

To cater to the student’s psychological health and physical fitness and to continue hands-on learning and experiential learning. Our teachers formed six committees keeping in mind that the students continue their journey of learning fearlessly in a purely safe environment.

This document has been drafted to elaborate on the transition from online classes to physical classes in the Vidyalaya, essential changes incorporated in the schedule of classes and training of teaching. A mandatory protocol for staff and students in addition to sensitizing and creating awareness about the way to lead our lives according to the new normal.

Management and teachers designed a Systematic Operating Procedures in order to provide a clean, hygienic, and safe environment for the students and entire school staff to ensure continuation of effective and efficient teaching-learning process. We are confident that all the parents and students will certainly play a vital role in further strengthening the efforts by adhering to the New Normal philosophy of life at home and in Vidyalaya.

COMMITTEE MEMBERS

- **CHIEF SEVAK – Sri. K. RAVINDRANATH**
- **CHAIRMAN – Sri. Dr.Y. MANOHAR**
- **CORRESPONDENT – Smt. K. VALLI PRASANNA**
- **PRINCIPAL – Smt. P. RAMALAKSHMI**
- **VICE PRINCIPAL – Smt. P. SUNITHA**
- **ALL OTHER STAFF MEMBERS**

PLANNING STAGE

Constitution of Special Task Force (STF)

The first stage is to constitute a (STF) to raise awareness among parent teachers, students and education community at large, to combat COVID-19, in the reopening phase of schools, to continue the teaching learning process in absolutely safe and hygienic school environment.

Members in the Special Task Force (STF)

- Chief Sevak
- Chairman
- Correspondent
- Principal
- Middle Level Leaders (VP/In charges)
- Chief Medical Officer (Medical In charge of the School)
- Vidyalaya Counsellor

ROLES AND RESPONSIBILITIES OF STF

- Develop detailed protocols on Hygiene Measures, Cleaning Procedures, Social Distancing Measures, Infrastructure set-up and Medical Emergency Norms.
- Constitution of various Sub Teams with an objective to delegate important domains of SOPs to ensure safe, sound and healthy teaching learning environment for all.
- Defining Roles, Responsibilities and Protocols for all Sub Teams.
- To supervise and monitor implementation of SOPs and respond to needs of the Vidyalaya community regarding safety and wellbeing.
- To facilitate regular trainings, orientation and meetings of Sub Teams along with partnership with local expert and other stakeholders.

FOLLOWING SUB COMMITTEES CREATED BY STF

- **Awareness and Sensitization Committee (ASC)**
- **Medical Emergency Committee (MEC)**
- **Mental Health & Well Being Committee (MHWBC)**
- **Hygiene and Sanitation Committee (HSC)**
- **School Protocol Committee (SPC)**
- **Academic Restructuring Committee (ARC)**

The constitution and responsibilities of Sub Teams are defined in following sub sections.

The special task force will create the chain of communication among heads, parents, teachers and students by constituting the said committee which will be headed by the senior PGT and would include one teacher from each department with an objective to stay connected with parents and share the preparedness of Vidyalaya to welcome the students back to their second home.

SUB COMMITTEES AND THEIR DUTIES

Awareness and Sensitization Committee (ASC)

OBJECTIVES OF ASC

To bring awareness among the students, Parents, Teachers and all other stake holders about the necessary precautions to be taken in regard to COVID-19 and follow the guidelines provided by the Vidyalaya Management and the Government from time to time.

Members in the Committee:

Headed by Sri.B. Ravi Krishna, PGT

1. Smt. Kavitha Kulkarni, PGT

2. Smt.Rashmi, TGT

3. Smt.Sai Priya, TGT

4. Sri. Chandramouli Reddy, TGT

5. Sri. Nagender Reddy, TGT

ROLES & RESPONSIBILITIES OF ASC

1. Organize online counseling and orientation sessions with parents and students before reopening and after reopening the Vidyalaya through Class Teachers.
2. Students will be constantly guided by the teaching faculty before and after reopening of the Vidyalaya.
3. Student volunteers will be trained separately about all the safety measures.

ROLES & RESPONSIBILITIES OF INDIVIDUAL MEMBERS OF ASC

1. Sri. Ravi Krishna & 2. Smt. Kavitha Kulkarni: Taking care of Class XI & XII students in Saraswathi Nilayam.

2. Sri Nagender Reddy
3. Sri.Chandramouli reddy
4. Smt.Sai Priya
5. Smt.Rashmi:
- } Taking care of students of Class IX & X in
the main building

CHECK LIST OF ASC

The committee members will be checking the following things.

- Wearing the mask/not.
- Using sanitizer/not.
- Maintaining physical distance/not while interacting.
- Not crowding at one place.
- Carrying personal sanitizers, tissue papers/ hand kerchiefs or not.
- Carrying own food & water bottles (Warm water)/not.
- No sharing of food, water bottle and also personal belongings.
- No shake hands or hugs.
- No exchange of books or stationery items.

Medical Emergency Committee (MEC)

OBJECTIVES OF MEC

To look into the Medical needs of all the stakeholders in case of emergency by following the guidelines provided by Vidyalaya Management and the Government.

Members in the Committee:

Headed by Smt. K.B. Vidyavathi, PGT

1. Smt. Sulakshana, PGT
2. Smt.Satya Venkatesh, TGT
3. Smt.A.Indira, PGT
4. Smt. Tentral, TGT

ROLES & RESPONSIBILITIES OF MEC

To adhere to the safety measures.

To assist students, parents and teachers before reopening and after reopening the Vidyalaya.

To take pledge everyday-- -Behavior Pledge.

To maintain the uniformity of the responsibilities of MEC, we will work as a TEAM.

Our team will update the latest guidelines issued by health organizations.

Our team will take the responsibility of isolated rooms/medical sick room, quarantine the infected COVID-19 patient and will take the duty of arranging the medical rooms with the following things with the help of Ayaamas and will ensure there is fresh air and light.

- A bed and bed sheets
- Sanitizer
- Warm water (in flask)
- Disposable glasses
- A table

- Our team will call the duty doctor/nurse immediately for medical assist and isolate the child in the quarantine zone in the premises of Vidyalaya as first aid precautions and counsel the child not to fear/panic and give some WARM WATER and provide a mask if necessary.
- Meanwhile one of the team members will inform parents about the condition of the child. If parents are not available at that time, then one trusted person with precautionary measures will assist to drop the child only after the consent of parents. Also, after doctor's suggestion further action will be taken accordingly i.e. arrangement of ambulance after interacting with the parents.
- It is important to mention that before handing over the child to the parent THE DETAILS OF THE CHILD AS GIVEN BY THE VIDYALAYA DOCTOR IN THE PRESCRIPTION IS MAINTAINED BY OUR team so that we will not get any complaints if there is any problem later.
- And all MEC will have Ambulance phone numbers and the list of COVID- 19 hospitals in the city near by the Vidyalaya.
- MEC will put the list of COVID -19 hospitals in all the lobbies of the Vidyalaya.

CHECK LIST OF MEC

- Medical room /sick room with basic requirements such as sanitizer, bed, washed bedsheets, warm water, thermal gun etc.
- Update latest guidelines related to COVID- 19 precautions.
- Doctor, nurse, ayammas are regular on duty.
- Association with other committees for all safety measures.
- Disinfection of the room after the case of COVID-19 is identified.
- Aarogya sethu App for all teachers.
- Follow up with parents on the health of the child till completely cured.
- List of COVID -19 hospitals will be displayed.

Mental Health & Well Being Committee (MHWBC)

OBJECTIVES OF MHWBC

- The students are equipped with life skills to empower themselves with self confidence and self motivation.
- To ensure mental, physical and emotional balance in students with the help of parents and teachers.
- To ensure holistic approach towards life.
- Channelizing activities for children through new openings and practice of old ones engaging their critical thinking ability and bringing variety in life.
- To ensure students don't indulge in seeing sad, negative serials or viewing family fights and listening to arguments. If they do, timely counselling can be given by parents, teachers, etc, keeping them away from depression.

Members in the Committee:

Headed by Smt.Rajeswari.R,PGT

1. Smt. K.Rajeswari , TGT
2. Smt. Radha Rani, TGT
3. Smt. Sudhavalli , TGT
4. Smt. D.Suma ,TGT

ROLES & RESPONSIBILITIES OF MHWBC

Smt.D.Suma

Will be responsible for imparting information on keeping a sound and an amiable home environment wherein all teachers not only MHWBC will join hands in imparting information to students, parents and peers on to keep the home environment free of tensions and fights and how to tackle the same without any further aggravations.

Smt.Sudhavalli

Will be responsible for designing age wise specific activities for engaging children both in school and at home.

Smt.Radha Rani

Will be responsible for maintaining sound health information and bringing awareness amongst students on ways to keep a healthy body, through balanced diet, exercises and a good night sleep.

Smt. R.Rajeswari

Will be accountable in keeping right balance between offline and online activities to sensitize and channelize the critical thinking energy of the young minds in the right direction with the support and help of other teachers.

Smt.K.Rajeswari

Will enlist different activities and channelize the energy of the young minds in the right direction for their mental wellbeing through different games, activities.

CHECK LIST OF MHWBC

- 1) Counselling sessions will be held often to prevent distress.**
- 2) Vidyalaya provides a safe outlet to students to speak up.**
- 3) Value based education classes are taken to encourage empathy, resilience and compassion.**
- 4) PTM is held to enquire about the home environment.**

Hygiene and Sanitation Committee (HSC)

OBJECTIVES OF HSC

The primary objective of the SOP on Hygiene and Sanitation is to ensure that the entire ecosystem of the Vidyalaya is safe and secure.

The SOP aims to implement and manage a structured approach for “Return to School” while ensuring a balanced approach on the various aspects of hygiene and sanitation in terms of safety and security of all concerned. The aim is to also ensure that there is strict adherence to all Government and statutory requirements so as to build the right amount of trust and confidence in everyone once the normalcy returns.

Members in the Committee:

Headed by Smt. M. Chitra, PGT

1. Smt. Suchitra, Librarian
2. Smt. Malleswari, Asst. Librarian
3. Smt. Sunitha, TGT
4. Smt. Srinivas, TGT

ROLES & RESPONSIBILITIES OF HSC

SMT.CHITRA- Monitoring of hygiene and sanitation implementation in Saraswathi Nilayam.

SMT. SUCHITRA– Educate and demonstrate hand washing procedure across all classes.

SMT.MALLESWARI– To monitor the social distancing practices and sanitation implementation in the Ground Floor -Main Building.

SMT.SUNITHA– Monitoring of hygiene and social distancing implementation in the Second Floor -Main Building.

SHRI.SRINIVAS- Coordination with Admin team to replenish the consumables’ stock.

GUIDELINES IN THE VIDYALAYA

All staff to ensure the right awareness is created in the parents and the following are taken care –

- Ensure their ward wears washed masks, uniforms, socks, handkerchiefs every day.
- Ensure the school bag, lunch bag etc. are sanitized every day.
- Ensure the books are removed from the bag each day after the ward reaches home and sanitize the books, water bottles, lunchboxes properly.
- Ensuring their ward has a bath after reaching home before he/she starts to eat something.
- Always send extra masks, gloves, sanitizer with the ward for emergency purposes.
- To not send the ward to school in case he/she suffers from cold, cough/ body aches/headache/fever etc.

To ensure the following are implemented at the Vidyalaya premises -

- Both Male and Lady guards to ensure that child is wearing mask and should monitor body temperature of child.
- In case of abnormal temperature is detected or any other indication, the parent to be called and requested to take the child home.
- Parents and commuters to necessarily have Arogya Setu app installed in their mobile phone.
- By maintaining social distancing in the premises such that children shall cross main gate only after sanitizing hands from automatic machine (handsfree) and maintain such distance when they move around.

Inside the premises, the following points are to be adhered to -

- With the help of round marking on the ground / lobby, children will be guided to the classroom.
- No Visitor to be allowed in the school unless otherwise needed.
- No children shall be allowed to leave early except for medical reasons and that too after necessary permissions.

Steps for maintaining Hygiene in the premises -

- Use of sodium hypochlorite for disinfecting surfaces which are in contact with the people.
- White Round markings on floor (Ground/Lobby) to be ensured and re done as and when they wear out.
- Ensure Housekeeping staff wear masks and gloves apart from maintaining social distance.
- Cleaning of door-knobs, floor, staircase, classrooms, railings to be done every hour using necessary disinfectants.
- Fumigation to be done after every shift in the corridors and class rooms well in time before students of next shift reach the premises.

Provision of Drinking Water and its procedure -

- To clean and disinfect the water filter on a regular basis.
- The process to be repeated before every refill.
- Water dispensers to be disinfected regularly.
- Children to carry their own water bottle and refill in school as needed.
- Lady support staff to be appointed at the water dispenser and operate the taps for refilling of water bottles.
- Only one child at a time will be allowed at the water dispenser and the next child should maintain social distance while in the queue.

Washroom hygiene -

- Total sanitization of the entire area to be done every day.
- Taps, sinks, toilet seat, lid, floor etc to be disinfected after every use.
- Handsfree Sanitizer on a stand to be kept outside the washroom and usage to be monitored by support staff.
- Discard all hazardous waste immediately and in a proper manner using foot operated dustbins, incinerators etc.
- Automatic soap dispensers to be installed inside the washroom.

High Contact areas -

- All furniture, chairs, tables and classrooms to be fumigated with disinfectant everyday and after each shift.
- High contact surfaces such as staircases, handrails, handles etc which are used often by the children/staff in the school to be sanitized with sodium hypochlorite every two hours.
- Devices like telephones, printers, scanners, keyboards, mouse etc to be sanitized after every use.
- School should have a Covid testing facility and should be done for staff periodically.
- Teacher on duty to wear mask at all times.
- At the time of dispersal, children should maintain social distance as per norms by standing and moving along the white circles under the supervision of teachers.

CHECK LIST OF HSC-

1. Daily checking of restrooms and the surroundings.
2. Dusting the furniture daily and fumigation weekly.
3. Cleaning of overhead tanks monthly.
4. Cleaning of water filters weekly.
5. Weekly stock checking and replenishment of all items.

School Protocol Committee (SPC)

OBJECTIVES OF SPC

- **To ensure that everyone will be safe and healthy.**
- **To ensure that academics are going smoothly.**
- **To look into the equipment acquired is functioning properly during the checking.**

Members in the Committee:

Headed by Sri. G. Suresh, PET

1. Smt. Parvathi Balaram, TGT

2. Smt. Dhanalakshmi, TGT

3. Smt. Sapna Kumari, Art Teacher

4. Sri. Ramakanth, PET

ROLES & RESPONSIBILITIES OF SPC

- **We will take all the necessary precautions needed once the child enters the premises.**
- **Ensure that the child will return safely from the premises.**
- **We will ensure that the equipment acquired is functioning properly during the checking.**
- **Ensure that once the child enters the school will undergo thermal screening and will make sure that he/she has his/her personal sanitizer and masks.**
- **During checking if anything found abnormal, it will immediately be informed to the parent or concerned department.**

INDIVIDUAL DUTIES OF SPC

Sri. Suresh & Sri. Ramakanth- will thoroughly check every individual and see to it that all are maintaining social distance and compulsorily wearing mask. (Boys and men)

Smt. Dhanalakshmi & Smt.Sapnakumari-will thoroughly check every individual and see to it that all are maintaining social distance and compulsorily wearing mask. (Girls and women)

Smt. Parvathi Balaram- whomever we find sick are sent to Smt. Parvathi Balaram to inform concerned department for further proceedings.

CHECK LIST OF SPC

- 1. See that all the thermal screening guns are in working condition or not.**
- 2. See your team members wearing the gloves and masks.**
- 3. See that the requirement list is ready.**

Academic Restructuring Committee (ARC)

OBJECTIVES OF ARC

- Restructuring the syllabus of each subject by consulting & discussing with all the HOD's of concerned departments.
- Framing online/ off line time tables by discussing with HOD's of different departments.
- Preparing examination time tables, sending the marks, conducting PTM's.

Members in the Committee:

Headed by Smt. M.V. Lavanya, PGT

1. Smt. T.M. Ranitha,PGT

2. Sri. N.R.Prasad,PGT

3. Sri. K. Durga Prasad,TGT

4. Smt. Sunanda,TGT

ROLES & RESPONSIBILITIES OF ARC

- Looking into restructuring of Syllabus retain the main concepts.
- Shelve off the matter that is duplicated in some way or working extra on same concept.
- Wherever possible, adopting a practical approach to cover topics and concepts to the extent possible.

CURRICULUM

- **Revision of Curriculum for classes IX-XII To be done as per the CBSE guidelines.**
- **Revision of Curriculum for classes I-VIII departmental meetings will be conducted to revise the syllabus.**

HOD's will discuss the following key points: -

Retain the main concept in each subject

Topics which are repeated and not important in terms of learning outcomes as per CBSE specifications for the academic session 2020-21 are to be dealt in the form of case study, interactive method, Mind maps, role play, seminars etc.

Complicated topics are to be dealt through practical approach (virtual labs) for making the subject interesting to every student.

EXAMINATION SCHEDULE FOR X & XII

S.No	Online Examination Schedule	Offline Examination Schedule
1.	Unit test –I	Pre-Final – II (Complete Syllabus)
2.	Unit Test – II	Pre-Final – III (Complete Syllabus)
3.	Term – I	
4.	Unit Test – III	
5.	Pre-Final – I (50% after Term – I Exam)	

CLASSES -L.K.G., U.K.G & I Exam Schedule

S.No	Online Examination Schedule	Offline Examination Schedule
1.	Term I	-
2	Term II	-

CLASSES -II to V Exam Schedule

S.No	Online Examination Schedule	Offline Examination Schedule
1.	Term I	-
2.	Periodic test	-
3.	Term II	

CLASSES – VI to IX Exam Schedule

S.No	Online Examination Schedule	Offline Examination Schedule
1.	Periodic test	-
2	Term I	-
3.	Periodic test	-
4.	Term II	-

REMEDIAL CLASSES: Will be conducted for Classes X & XII from
DECEMBER 1st Week, 2020 onwards

S.No	Time	Description
1.	8.30am – 8.40am	Assembly
2.	8.40am – 9.20am	I – Period
3.	9.20am – 10.00am	II – Period
4.	10.00am – 10.40am	III- Period
5.	10.40am – 11.20am	IV- Period
6.	11.20 am – 11.30am	Shanti Paat
7.	Dispersal	

Offline classes:

- Board going students (Classes X and XII) will be called on alternative days for the sessions.
- IX and XI classes will be called for doubts clearing in the initial weeks.
- Regular schedule will be intimated to Parents after observing classes for 15 days.

CHECK LIST OF ARC

1.	<p>RATIONALISATION OF THE CURRICULUM</p> <p>IX to XII Classes: Curriculum to be followed strictly according to the CBSE guidelines for the academic year 2020-2021</p> <p>I to VIII classes: Subject wise topic selection for teaching is done as per the weightage and competency level of the topics. Remaining topics are to be dealt with discussion, seminar etc.</p>
2.	<p>ONLINE MODE:</p> <p>Teaching is done with innovative practices for the effective learning atmosphere.</p>
3.	<p>SENSITIZING THE PARENTS:</p> <p>Sensitizing the parents for the importance of home atmosphere (providing proper device) and guiding them to utilize the time effectively.</p>
4.	<p>EVALUATION PATTERN:</p> <p>Through assignment feature of MS team, evaluating the students using formative tools like MCQ, Quiz and subjective testing.</p> <p>Through interactive mode (oral drilling for Primary classes and viva /seminar, debate etc. for higher classes).</p>
5.	<p>REMEDIAL MEASURES/PTM</p> <p>Slow learners are to be taken care by conducting special classes.</p> <p>High achievers are to be taken care by providing worksheets (HOTS)</p> <p>Conducting Parent teacher meet for discussing about the same.</p>
6.	<p>OFFLINE MODE:</p> <p>A well-advanced planning is to be done with all the precautionary measures for the conduction of offline classes and report the same measures to the parents.</p>

INDIVIDUAL DUITES OF ARC

Syllabus	: Restructuring of syllabus by Smt.Ranitha, PGT
Examination	: online / offline exams by Sri. K. Durga Prasad, TGT
Online classes	: Sri.N.R. Prasad, PGT
Offline classes	: Smt. M.V.Lavanya ,PGT
Communication to Parents & students	: Smt.Sunanda, TGT

GUIDELINES TO BE FOLLOWED BY THE STUDENTS

- **Maintaining social distancing, hygiene and sanitation.**
- **Washing hands thoroughly with soap instead of Sanitizer is more preferable.**
- **Not to go out unnecessarily during the festive season for playing Bathukamma, Daandiya etc.**
- **Should not sit close to each other.**
- **Minimum talking and interaction.**
- **Not sharing stationary, food, water bottle and the seat.**
- **No outside food items/ eateries are allowed into Vidyalaya.**
- **Practice etiquettes of sneezing, coughing and washing hands.**
- **Not to stigmatize peers or tease anyone about sick.**
- **Talk to Teachers and Parents whenever required.**
- **Ask questions and get information from reliable sources.**
- **Be positive to cope up with stress.**
- **Restricted movements in Vidyalaya to Laboratories, Library etc until necessary.**
- **Students are requested to carry the books as per their timetable.**
- **Students should follow all the precautionary measures of covid -19 pandemic.**

- Students are instructed to carry their own stationary for offline classes/exam.
- Engage quality time in designing and planning for future.
- Bringing self awareness and being self conscious and independent.
- Engaging in newer skills and sharpen the existing ones.
- Helping parents in the daily chores of the house.
- Being a support system to the family.
- To value gadgets and also humans.
- To study daily and be accomplished with home works and assignments.
- To rise early, exercise, maintain cleanliness (wear clean and washed clothes, make your hair) eat breakfast, drink water before attending classes.
- Drink plenty of water in breaks and use breaks effectively.
- Don't play with different gadgets during class hours.
- Engage yourself with healthy and worthy discussions with friends and family members.

Give family members space to sort out their issues and don't take sides during fights.

Do role plays at home, play new/old indoor games, cook new/old Recipes and surprise family members, watch new /old movie together, if possible, arrange for a safe ride out with family.

GUIDELINES TO BE FOLLOWED BY THE PARENTS

- Check whether your ward is wearing mask, carrying pocket sanitizer, carrying water bottle, homemade food, carrying gloves etc before they are coming to Vidyalaya.
- Pack some tissue papers in your wards bag to be used for cough, sneeze etc.
- Dropping and Picking your ward by yourself will be appreciated. If using private transport, a Declaration Form to be submitted to Vidyalaya for ensuring that all safety procedures are being followed.

**DRAFT OF DECLARATION FORM
(PARENT/GUARDIAN)**

I.....father/ mother/ guardian of
..... studying in class.....
section..... admission no would be making use of private
transport/ car pool for my ward for commuting to and from school.

I take the responsibility that all appropriate guidelines regarding sanitization,
social distancing and other travel safety measures would be followed by the
driver under my supervision.

I will not hold the school responsible for any infection caught during such
travel.

Name :

Signature:

Date:

- Parents to drop and pick students from designated gates as per the given timing.
- Attending all the Orientation Sessions organized by Vidyalaya.
- Not to crowd at Vidyalaya gate during dropping and picking of your ward.
- Inform your ward not to borrow any stationary item from any of the friend.
- To be updated with latest Protocols and Guidelines.
- Keep updated about Arogya Setu App Status and inform any change in the status.
- Inform your ward, that in case of any uneasiness during the hours they spend in Vidyalaya they must be reported immediately to the Teachers so that proper measurements can be taken.
- Recognize the symptoms of COVID-19.
- Send the children only when they are healthy.
- Teach good hygiene practices to your children.
- Be supportive to Vidyalaya Authorities.
- Respond to children's reactions when needed to overcome anxiety, stress etc.
- Ensure the child is disciplined online and offline too, the child gets the right amount of water, sleep, balanced diet, do exercises for building immunity and keeping physically and mentally strong and fit away from tension and depression.

- **Keep children away from family troubles.**
- **Share news on innovative, medical advances, etc and not involve children in viewing negative serials/news to keep up the positivity in the child and if the child poses questions on the same lines then teach them to face it.**
- **Educate the child that the pandemic is for everyone and new too.**
- **Ensure the child learns cleanliness in and around them and home.**
- **Keep communicating with your wards and let them know you are available.**
- **Engage them to help in household chores and take responsibility of younger ones at home.**
- **Adapt to new hobbies and enhance the existing ones.**
- **To give respect to each one in family, appreciate the efforts of each one associated with them directly or indirectly.**
- **To each and bring awareness of valuables, value of money and learn to handle emotions and situations.**
- **Early to bed and early to rise still should be the mantra. Don't allow children to sleep for long hours in the morning, they may be late to classes and would not pay attention to lessons taught due to lack of sleep or cleanliness. Follow the old routine and prepare them for the new change.**
- **Discuss matters on their careers and their openings, share your childhood incidents, games and movies and keep communicating with them.**
- **Constantly be in touch with class teachers and subject teachers so that the child can be taken into confidence.**

Sensitization of Parents

- **It is extremely important for the parents to understand the rationale behind the changes in curriculum, learning strategies and assessment procedures.**
- **Online transaction of lessons would continue to blend with the offline activities.**
- **The parents are required to understand that in the given situation they must contribute by enabling their ward to build an environment for learning at home.**
- **The parents are required to be assured that the changes made are responsible, and they are advised to achieve all learning need to their ward.**

-----**THE END**-----