



# TASIS CAMPUS SAFETY PLAN

2020–2021

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# INTRODUCTION

We are pleased to share our TESIS Campus Safety Plan for fall semester 2020 with the TESIS community. We look forward to providing the traditional TESIS experience of challenging, engaging academics and broadening extracurricular activities—in brief, stretching our students as scholars and human beings—in a safe and meaningful way. We need the commitment of every member of our community (see our [TESIS pledge](#)), and with that commitment we are confident that our students will have a wonderful experience and will grow to reach their full potential.

While this document includes many important details about our safety procedures, essentially we all must keep four basic principles in mind:

- Maintain safe distance
- Wear a mask
- Practice good hygiene (wash hands, cover our coughs and sneezes)
- Report any symptoms immediately

As we prepare for the opening of the 2020–2021 academic year, we remain in constant dialogue with local, Cantonal, and Swiss authorities to ensure the School is meeting or exceeding all safety requirements and expectations related to Covid-19. While the safety of our entire community is paramount, we will also do our utmost to maintain the spirit of joy and excitement that marks the beginning of a new school year.

The objective of this document is to highlight the specific operational measures that we have implemented due to Covid-19. For a general overview of how we started the year, please see our [2020–2021 Opening Plan](#). The latest updates for TESIS and official government links can always be found at [tasis.ch/coronavirus](https://tasis.ch/coronavirus).

**Note that as government guidelines change, our policies will likely be amended.** Please pay close attention to any emails or bulletins sent by the School, which will outline any changes to expectations and policy.

# EXPECTATIONS FOR OUR COMMUNITY

## TIME FOR COMMUNITY

Given the unprecedented global challenges we face today, now is the time to think of others and our responsibility to each member of our community. If we come together and think beyond ourselves, we will not only prevail, but we will emerge from this crisis stronger.

## PLEDGE FOR TESIS SAFETY

All students and employees are asked to [pledge to follow](#) all health and safety guidelines and regulations outlined by the School and by local and federal authorities.

## HEALTH, HYGIENE, AND SOCIAL DISTANCING

Health and hygiene expectations apply at all times in accordance with federal and cantonal guidelines. This includes the following, all of which will be reinforced in meetings with students and by informative signage positioned around campus:

- maintaining a distance of at least 1.5 meters from others whenever possible
- washing or sanitizing hands frequently and thoroughly
- coughing or sneezing into a tissue or the crook of the arm

More details are provided later in this document, and further information can be found on Switzerland's [Federal Office of Public Health's website](#).

## VISITOR POLICY

All visitors to campus must have an appointment and check in at the Gazebo (for the main campus and Hadsall) or at the entrance of Focolare. Unfortunately, we cannot grant random or unexpected visitors access to the campus. The security team at the Gazebo will assist you. Visitors will have their temperature checked through our thermal camera system, and will need to follow all safety precautions on campus such as social distancing and wearing a mask.

## FACULTY CHILDREN

Faculty children who attend TESIS must follow all normal school rules and safety procedures regarding attendance on campus, dining, and access to facilities.

Faculty children who do not attend TESIS must follow visitor protocols for brief visits. Due to space limitations, assigned seating, and health concerns, faculty children who do not attend TESIS cannot dine in the dining halls. We encourage faculty in this situation to collect their food (please bring clean containers) for their families to be consumed elsewhere. Thank you for your cooperation during this time.

## MASK POLICY

Masks are **required** for all children in grades 2–12 and for all adults. We realize that wearing masks all day is difficult, so we will ensure that children can take breaks as necessary. Masks must be worn on campus at all times except:

- When seated for dining (limit 4 people per table; eating or drinking while walking is forbidden)
- When taking safe, supervised mask breaks (up to 5 minutes; masks must be placed in sealed plastic bags during mask breaks)
- When health conditions do not permit wearing a mask

The De Nobili Boys dorm has created a [handy checklist](#) as a reminder.

#### **Athletics/Physical Education:**

Masks remain a requirement during PE lessons and all sports activities on campus as well as TASIS-sponsored activities held off-campus. New federal guidelines that [went into effect on March 1](#) indicate that sports groups with participants up to age 20 are permitted. The spring sports season will therefore start on March 8 for all Middle School and High School students. As noted above, masks will be required for all participants.

Internal competitions between TASIS community members will be permitted, provided that masks are worn. External competition opportunities are being explored for competitive teams.

**Which masks are acceptable?** All masks should follow Swiss [guidelines](#).

TASIS will provide acceptable masks for boarding students, faculty, and staff, but they are welcome to use their own.

**Children in grades 2 and up** must come to school with masks and ensure that they fit properly.

- Students must come to school with at least two masks per day.
- The first mask must be put on before entry to campus.
- The second mask should be in a sealable plastic bag, ready for the afternoon.
- All students should also bring an empty sealable plastic bag to lunch; they will place their mask in the bag during lunch and put it back on when they have finished eating.
- The second mask will be used when students go to their first afternoon class.

**Children in Pre-K, Kindergarten, and 1st grade** must wear masks if they ride the shuttle bus and can dispose of their masks in the marked bin at the Focolare gate.

**Faculty members with families** who come to campus must ensure that their family members have masks and adhere to all guidelines. All employees and family members should also bring an empty sealable plastic bag to lunch; they will place their mask in the bag during lunch and put it back on when they have finished eating.

Mask etiquette:

- Always wash or sanitize hands before putting on a mask.
- Remove the mask from the back of the head and wash or sanitize hands immediately.
- Discard all used disposable masks and disposable gloves in the marked receptacles around campus.
- Cloth masks must be washed daily, and students should always bring an extra one to school.

Note:

- For grades 2–5, masks are required until the end of after-school activities.
- Children in Pre-K, Kindergarten, or grade 1 do not have to wear a mask.

This mask policy will be reviewed frequently and alongside federal or local regulations, and will be adjusted as necessary.

Disposable masks for boarding students and employees are available at the following locations:

- Gazebo/Security Checkpoint
- Security
- Health Center
- Reception
- Focolare
- Hadsall
- Belvedere
- All dormitories

When off-campus, we expect everyone in our community to follow [current Swiss guidelines for wearing masks](#).

## PERSONAL HAND SANITIZER

Hand sanitizer dispensers will be positioned all over campus, but everyone in our community should carry a small or pocket-sized bottle with them for times when they are not near a dispenser.

## TEMPERATURE CHECKS

Thermal and optical cameras will be used at the Gazebo and Focolare to check each person's temperature once they arrive on campus. Note that anyone with a temperature of 38 degrees C / 100 degrees F or higher will not be allowed on campus.

- Pre-K through grade 1 will have their temperatures checked at Focolare.
- All day students in grades 2–12 will have their temperatures checked at the Gazebo. Grade 2 students will be taken to Hadsall by a staff member after the temperature check.
- All employees, family members, and visitors must also have their temperatures checked upon arrival to campus at the Gazebo or Focolare.
- Boarding students will have their temperatures checked every evening in their dorms.

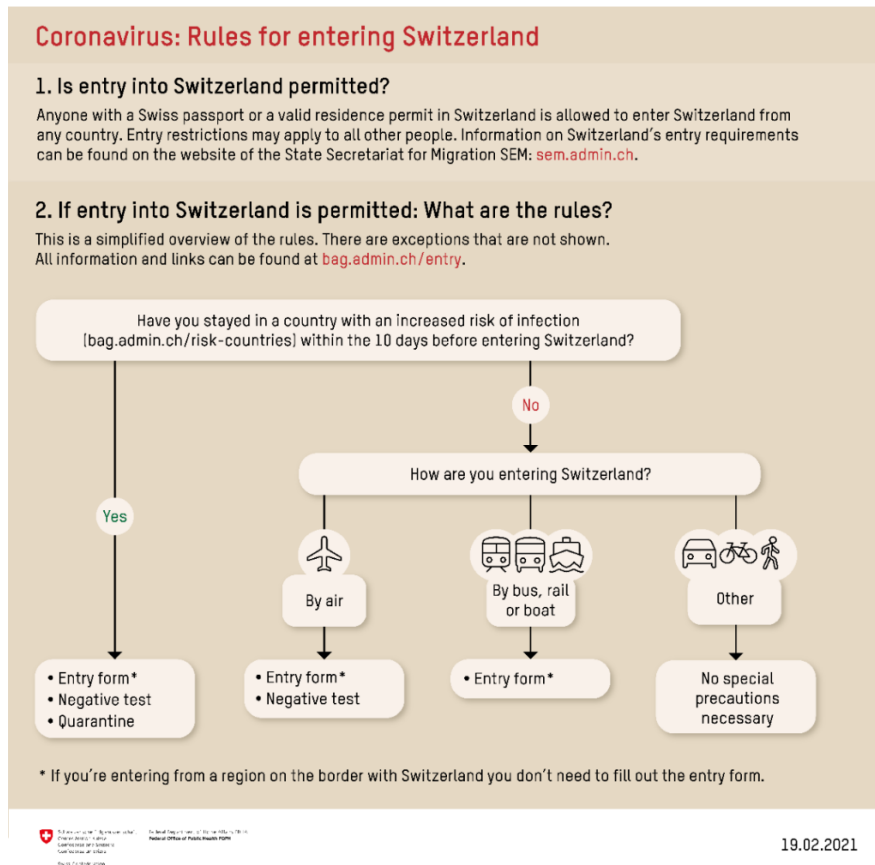
## CONTACT TRACING

Contact tracing is run by the local Swiss authorities. For each positive case of Covid-19, close contacts who were near the positive person before the onset of symptoms will be contacted by the Canton medical office, who will implement other necessary measures. We will keep detailed lists of where students are and who they are with for every School activity, including classes, meals, activities, and events. This will ensure we have comprehensive knowledge of close contacts should this be necessary. To facilitate contact tracing in Switzerland, the government has developed a [tracing app](#). We have strongly encouraged all members of our community to download and activate this app.

## QUARANTINE FOR THOSE ARRIVING IN SWITZERLAND

TASIS abides by the [federal guidelines for required quarantine](#).

Quarantine rules change frequently. The chart below explains current regulations as of March 1, 2021:



Those who have been in a high-risk country [as identified by Switzerland](#) at any time in the 10 days prior to entering Switzerland or anyone who arrives in the country by air must show proof of a negative Covid-19 test (either PCR test within 72 hours or rapid immunological test within 24 hours). Note that children under 12 are exempt from the test. [Current guidelines can be found here](#).

Adults and children who have been in a high-risk country [as identified by Switzerland](#) at any time in the 10 days prior to entering Switzerland must quarantine for 10 days upon arrival. If a PCR or rapid antigen test is negative on day 7, [quarantine can end](#) with permission from the cantonal office (see link), but you are expected to keep a distance of 1.5 meters from others and wear a mask at all times when outside your accommodation.

Note that all boarding students, regardless of which country they traveled from, were tested for Covid-19 soon after they arrived at TASIS at the start of both the fall and spring semesters.

## TRAVEL

No day or overnight travel is permitted unless approved by the School.

Note that all weekends are currently considered “closed”; check-outs for boarding students are only permitted with the parents or legal guardian.

# THE SCHOOL DAY

In this extraordinary time we understand the importance of routine and familiarity for children. We have done our best to ensure that our campus is a safe space for everyone. This extends to our daily schedules, which were created to promote regularity and minimize variability.

The Middle School and High School will follow similar schedules that will be the same each day. The Elementary School will follow a typical schedule. The biggest change is that students are expected to go directly to their classrooms and observe social distancing between classes and when moving around campus.

Everyone in our community is expected to wash their hands or use hand sanitizer frequently throughout the day, especially as they enter and leave classrooms, before and after meals, and after using the bathroom.

## **In the Classroom**

- Teachers will assist students, provide reassurance, and monitor hygiene and social distancing procedures within the classrooms
- Windows should be left open at all times for ventilation.
- If windows must be closed due to weather, then rooms must be ventilated regularly.
- All classrooms have a maximum number of students allowed. Only one student will be at each desk.
- Students may not share food, beverages, supplies, books, etc.
- Students must enter and exit the classroom at a distance of 1.5 meters from each other.
- Students must wash or sanitize their hands immediately upon entering the classroom, then go directly to their desks.
- Only one student is allowed to go to the whiteboard at any time. Markers must be sanitized after use.
- Only one student may be excused to go to the bathroom at a time.
- Shared surfaces such as desks and plexiglass will be cleaned after each use. To save time between classes and further promote the spirit that we are all in this together, students will be asked to assist in cleaning their surfaces after use, which adults will facilitate in an appropriate, supportive way.

## **Passing Periods and Outside the Classroom**

- During passing periods, students and teachers are to maintain at least a 1.5-meter distance from one another and avoid crowding in areas of high traffic and outside classrooms.
- When moving around campus, everyone should stay to the right of the pavement, hallways, or stairs. This mirrors the movement of vehicle traffic on Swiss roads.
- Common spaces such as the library and snack bar will have limited access based on size.
- Students and teachers must observe all the yellow lines for staggered entrances and exits and follow any directional arrows.
- HS day students with free periods are expected to find an appropriate place to study while respecting social distancing guidelines.
- Dining spaces vary and extend beyond our traditional locations to reduce density during lunches. Seating numbers and spacing meet all current Swiss dining space guidelines; currently this is 4 people per table. Boarding and day students are separated during lunch.

## **Fire Safety**

Students and faculty must maintain the 1.5-meter social distancing expectations when leaving a building due to evacuation and at the fire meeting point. See the evacuation procedures ([Italian](#)) ([English](#)). Fire drills will take place to familiarize students, faculty, and staff with updated guidelines.

## **TASIS Vehicles and TASIS Transportation (including Shuttle Buses)**

Face masks are required for **all** drivers and passengers in TASIS vehicles, **including children in Pre-K, Kindergarten, and 1st grade**. This includes travel on the TASIS shuttle buses.

# INFORMATION FOR TESIS DAY FAMILIES

Please note the following:

- In September, all TESIS day students [had to test negative for Covid-19](#) at our on-campus testing facility or at a location of the family's choice before beginning school. We have also tested any students who have exhibited symptoms or who have had exposure to a known positive case throughout the fall semester.
- As noted earlier, day families must supply their children with masks. See [here](#) for approved masks.
- Students are expected to arrive in a clean uniform each day.
- Parents are not permitted on campus.
- Day students may not eat breakfast on campus.
- Boarding and day students will be separated when eating lunch in the Palestrina or De Nobili.
- Day students must leave campus by 16:30 unless they are participating in an after-school activity.
- Day students may not eat dinner on campus unless they have an after-school activity that starts later; if this is the case, they may eat dinner in De Nobili.

## MORNING DROP-OFFS AND AFTERNOON PICK-UPS

We follow our [traditional procedures](#), which are updated as necessary.

## CHECKING OUT A BOARDING STUDENT

Boarding students may not be checked out by day families at this time.

# PROTOCOLS FOR COVID-19 ILLNESS RESPONSES

TASIS adheres to [current Swiss guidelines](#) for what constitutes Covid-19 symptoms. At TASIS a “high temperature” means anything of 38 degrees C/100 degrees F or higher.

## REQUIREMENTS WHEN SOMEONE IN OUR COMMUNITY DISPLAYS SYMPTOMS

We ask that anyone in or visiting our community with a Covid-positive test follows current [Swiss federal guidelines on isolation and quarantine](#) and **informs the school immediately**.

### Day Students

- If a day student exhibits [symptoms](#) while at home, the student should remain at home and the parents should contact the family doctor.
  - For more specific guidance when deciding whether it is safe to go to school, follow the advice provided in the appropriate flowchart linked to below:
    - [Screening tool for Elementary School students](#)
    - [Screening tool for Middle School and High School students](#)
- If a day student exhibits symptoms at school, a school nurse will isolate the student and call her or his parents and ask them to pick up the child.

### Boarding Students

- The nurse will isolate the student who exhibits symptoms, provide medical care, and offer comfort and support.
- The nurse will contact the school doctor for support, and the doctor will decide if the student needs to be tested, moved to our isolation facility, hospitalized, or returned to the community.

### Employees

- If an employee living on campus exhibits [symptoms](#) at home, he or she should remain isolated in the apartment and call the school nurse. The nurse will make initial assessments and will call the doctor if necessary for additional support. The doctor will then provide the necessary guidance.
- If an employee living off-campus exhibits symptoms at home, he or she must remain at home and contact his or her doctor.
- If an employee exhibits symptoms at work, the school nurse will assess the gravity of the situation. The employee must then go home, call his or her doctor immediately, and remain at home.
- Employees must keep the School apprised of their condition and will be strongly encouraged to take a Covid-19 test at the earliest possible opportunity and promptly inform the School of its outcome.
- As a preemptive measure, all employees have been strongly encouraged to take a Covid-19 test before the school year begins and have the opportunity to do so at our on-campus testing facility.

## ISOLATION

Should a boarding student exhibiting symptoms require [isolation](#), he or she will be moved to our isolation facility, which is staffed by health professionals who are available throughout the entire isolation period.

The isolation facility will have 24-hour care provided by [InterNursing](#) and [sCuDo](#), highly respected Swiss organizations that specialize in selecting and placing healthcare workers in hospitals, clinics, and nursing homes.

## TASIS SAFETY CHART

In November 2020, we created this chart to help students understand when they can be on campus, when they should be wearing masks, and how they should approach meals and travel. These measures remain in effect.

	Boarding students	Day students
<b>Presence on campus</b>	Boarding students can, of course, be on the TASIS campus at any point of any day.	Day students must leave campus at the end of the school day (by 16:30) unless they are participating in an after-school activity.
<b>Wearing masks</b>	Boarding students must wear a mask as soon as they leave their dorm and until they return to their dorm. The De Nobili Boys Dorm uses <a href="#">this great visual</a> to help students understand when they must wear a mask.	Day students in grades 2–12 must wear a mask as soon as they enter campus and until they leave campus.
<b>Mask exceptions</b>	For all students in grades 2–12, masks may be removed ONLY when seated at a table. Eating and drinking while walking is no longer permitted, as one may not walk around campus without wearing a mask.	
<b>Sharing tables</b>	A maximum of FOUR people may be seated at ANY table on campus, including in De Nobili, in the Palestrina, and at tables located outdoors.	
<b>Breakfast</b>	Boarding students will continue to eat breakfast on campus and should note that breakfast will now conclude at 8:45 on Mondays.	Day students may not eat breakfast on campus.
<b>Lunch</b>	To help with contact tracing efforts, boarding and day students will be separated when eating in De Nobili or in the Palestrina.	
<b>Dinner</b>	Boarding students will continue to have dinner on campus.	Day students may not have dinner at school unless they have an after-school activity. If a student has an activity that starts later, he or she may have dinner in De Nobili.

<b>Free time in Lugano</b>	All students must follow the <a href="#">current Swiss mask policy</a> any time they are off campus.	All students must follow the <a href="#">current Swiss mask policy</a> any time they are off campus.
<b>Travel (including weekend activities, athletics, and Academic Travel)</b>	No day or overnight travel will be permitted unless approved by the School.	
<b>Overnight check outs for boarding student</b>	No check-outs will be permitted for boarding students unless they are with the student's parents or legal guardian. In essence, every weekend will be considered a <b>closed weekend</b> .	Does not apply
<b>Overnight check outs with day families</b>	Boarding students cannot be checked out by a day family.	Day families may not check out boarding students.