



Date:

MY SCHOOL IS SAFE FOR REOPENING!

('My School is safe for reopening' is a checklist-based self-assessment tool for the school to understand the school's compliance with safety protocol in the context of COVID-19. Please read instructions carefully, and based on the overall score, write a remark and fill the corresponding colour in the ribbon placed at the right corner)

SN	Indicators	Please tick (✓) in appropriate box	
		YES	NO
1	Physical distancing¹ at all times by students and teachers <i>(Entrance, classroom, using WASH facility, during meal and going back to home)</i>		
2	Proper use of facemask² by students, teachers, staff and visitors		
3	Adhere to respiratory hygiene³ practices by students, teachers, staff and visitors		
4	Thermal screening⁴ at entrance of students, teachers, staff and visitors		
5	COVID-19 vaccination (two times) of teachers and staff		
6	Maintaining hand hygiene⁵ by students, teachers and staff		
7	Adequate handwashing points⁶ (handwashing station/provision with bucket & mug) based on student's strength for safe handwashing⁷ with water and soap		
8	Classrooms and toilet have provision to increase airflow and ventilation		
9	Daily cleaning and disinfecting <i>(Classroom, corridor, kitchen, WASH facilities)</i>		
10	Discussion on Infection Prevention and Control (IPC) with students by teachers and child cabinet members (peer learning)		
11	Adequate water for drinking⁸, handwashing, cooking and toilet use		
12	Students bring drinking water bottle from home		
13	Adequate⁹, clean, separate and functional toilet for students, including child with special need¹⁰ (if any student with special need)		
14	Adequate¹¹, clean, functional and separate urinal for students		
15	Functional child cabinet with specific portfolio (Water, Sanitation, others)		
16	Solid waste disposal <i>(Segregation of waste, composting and disposal of non-biodegradable waste)</i>		
17	Liquid waste disposal near the water source and handwashing unit <i>(Soak pit, drain)</i>		
18	Training on infection prevention & control of teachers and child cabinet		
19	Engagement of <i>Safai Karmi</i> with training on safety protocols		
20	Essential supplies for infection prevention and control <i>(Soap, sanitizer, disinfectant, cleaning agent and cleaning materials)</i>		
	TOTAL	Add all 'YES'	

Instruction:

1. The checklist is to be filled by Teacher/Headmaster;
2. All 1-20 indicators are mandatory for all schools;
3. Refer glossary of key terms used in the checklist (provided in the end) while filling in the format;
4. Write 'YES' or 'No', corresponding to each indicator, based on the actual situation of the school;
5. Count all 'YES', as 1 point and total score to be checked with the scale (given below);
6. Write remark and use the colour corresponding the score in the ribbon given on the right corner of the checklist.

Scoring Scale				
Excellent	Very Good	Satisfactory	Poor	Unsatisfactory
≥ 16	≥ 12 & < 16	≥ 8 & < 12	≥ 4 & < 8	< 4

Note: Checklist to be updated every week and to be displayed in the notice board. It is encouraged to take the signature of visitors (e.g., BEEO, BRC, CRCC, parents)

¹ **Physical distancing:** Avoid gathering and stay distance of at least 6 feet from others

² **Proper facemask:** Covering the mouth and nose completely with cloth and/or surgical mask

³ **Respiratory hygiene:** a) Do not unnecessarily touch your face, eyes, nose mouth, b) Do not shake hands with anybody, can greet by saying 'Namaste', c) Sneeze or cough on folded the arm and d) wash your hands with soap and water immediately after sneezing or coughing

⁴ **Screening:** Physical and thermal scanning for temperature and COVID-19 symptoms

⁵ **Hand hygiene:** Washing hands with water and soap for 20-40 seconds or using alcohol-based hand sanitiser with 70% alcohol

⁶ **Adequate handwashing points:** One unit for 10 students in non-residential school (SBSV, 2014), One unit for every 8 boys and one unit for every 6 girls in residential school (National Building Code, 2016)

⁷ **Safe handwashing:** Handwashing station, preferably non-touch-foot/elbow operated taps that allows safe physical distancing of 6 feet during handwashing

⁸ **Adequate drinking water:** More than 1.5 litres per child per day throughout the year

⁹ **Adequate toilet:** One toilet per 40 girls/boys in non-residential school (SBSV, 2014), and one unit for every 8 boys & one unit for every 6 girls in residential school (National Building Code, India 2016)

¹⁰ **Toilet for child with special need:** One separate toilet with ramp, handrail, wide door for wheelchair entry and support structure inside toilet

¹¹ **Adequate urinal:** One urinal for 12-13 girls/boys in non-residential school (SBSV, 2014), one unit for 20 students, in residential school (SSHE, 2012)