**Organization and conditions of opening a GALILEO SCHOOL, private primary school,**

**from the 1st of June 2020 till the end of the school year 2019/2020**

**Instructions for Parents**

The pupils' legal representatives can pass the elementary school student of grades 1 - 5 to the teacher on duty in the morning from 7:30 am. (when the school opens) until 7:45 through the main entrance. The legal representatives/parents do not enter a school.

From 7:50, the entrance of students is organized in individual groups through two entrances: the main entrance and the side entrance near the gym/sports hall.

Pupils enter the **main entrance** according to the following schedule:

7:50 classes: 2.A, 2.C, 3.C, 5.B

8:00 classes: 2.D, 3.A, 3.B, 5.A

8:10 classes: 3.D, 4.A, 4.B, 5.C

8:20 classes: 4.C, 4.D

Pupils enter the **side entrance** from the back-parking lot according to the following schedule:

7:50 classes: 1.A a 1.B

8:00 classes: 1.C a 1.D

8:10 class: 2.B

The legal representative is responsible for the following of hygienic-epidemiological measures upon the pupil's arrival at the primary school and upon the pupil's departure from the primary school (wearing masks, keeping distances, hand disinfection). He/she is also responsible for the spare face mask each student must have in the case their face mask gets dirty or damaged.

At the student's first entry into school or after each interruption of the student's attendance for more than three days, the legal representative submits a written statement stating that the student is not showing symptoms of a communicable disease and is not in the quarantine measure (see Annex 2), available also on the school website, or in printed form in front of the main entrance to the school.

If the child is suspected or confirmed of COVID-19, the legal representative will immediately inform the relevant teacher and school principal about this situation. It is also the duty of the legal representative to immediately report the quarantine if the child has been ordered by a general health care doctor for children and adolescents or by a locally competent regional health authority. Under these conditions, the child is excluded from school attendance.

The legal representative does not enter the school. The student enters the school unaccompanied by a parent. At the entrance, the student's temperature is measured. Pupils and parents are obliged to observe the mandatory spacings. If the student has higher temperature, the legal representative is obliged to take the student home immediately.

The legal representative is obliged to provide the child with slippers/indoor shoes, which the student is obliged to put on in the entrance hall or in the changing room. Until the end of the school year, the pupils will wear the indoor shoes in the inside of the school. They will always keep their indoor shoes in the changing room after leaving school.

The legal guardian will ensure that his/her child has two face masks and paper tissues. We recommend that the student brings a closable bottle for their own drink. During the day, it will be possible to refill the bottle with a drink from the school canteen.

In the case the student has higher temperature during the day, or if he shows any signs of illness, the legal representative is immediately informed and then he/she is obliged to pick up his/her child from the school building as soon as possible.

The child's legal representative, or another person living with the pupil in one household older than 10 years (if the pupil cannot leave alone), can pick up the pupil after the end of the class, but not later than 16:30. The afternoon teacher accepts the call or the text message on the pupils' mobile phone and the supervising staff will check whether the pupils legal representative is waiting in front of the school gate. It is also possible to request the duty to send a message to the afternoon teacher. The legal representative does not enter the school building and shortens his / her stay in the school premises to a maximum of 10 minutes in accordance with the PHA of the SR regulation.