

**PROCEEDINGS OF DIRECTOR SCHOOL EDUCATION,
TELANGANA, HYDERABAD.**

Rc.No.100/Genl./2021

Dated: 23.02.2021



Sub School Education – Guidelines for opening of Schools physically for the students of Classes 6th to 8th in the State from 24.02.2021 onwards – Certain instructions – Issued.

- Ref: 1. Govt.Memo.No.3552/SE.Prog.II/A1/2020, dt: 24.08.2020.
2. This office Procs.No.100/Genl/2020, Date: 24.08.2020.
3. From the Ministry of Home Affairs, Govt. of India, New Delhi Order No.40-3/2020-DM-I (A), Dt. 20.08.2020.
4.G.O.Rt.No.120, General Administration Dept., Dt.31.08.2020.
5.Govt.Memo.No.3552/SE.Prog.II/A1/2020-1, dt: 11.09.2020.
6. Standard Operating Procedure (SOP) for partial reopening of Schools issued by MoH & FW (EMR) Division, GoI, New Delhi, Dt:08.09.2020.
7. F.No.NCPCR/2020-21/REC/EDU-122601, Dt: 07.07.2020.
8. F.No.11-16/2020-Sch.4, Govt. of India, Ministry of Education, Dept. of School Education & Literacy, Dt:05.10.2020.
9. Govt.Memo.No.5640/SE.Prog.II/A1/2020,dated:12.01.2021.
10.Proceedings of the Director of School Education,TS Procs.No.10/Genl/2021, dt: 30.01.2021.
11.Govt.Memo.No.5640/SE.Prog.II/A1/2020,dated:23.02.2021.

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While communicating herewith a copy of the Govt. Memo along with the Guidelines for partial opening of schools physically for the students of Classes 6th to 8th in the State from 24.02.2021 onwards , all the Regional Joint Directors of School Education and all the District Educational Officers in the State are requested to take necessary action in the matter accordingly.

Encl: As above


Director, School Education


To

The Regional Joint Director of School Education, Hyderabad & Warangal.
The District Educational Officers in the State.

**GOVERNMENT OF TELANGANA
SCHOOL EDUCATION DEPARTMENT**

Memo.No.5640/SE.Prog.II/A1/2020, Dated:23.02.2021

Sub:- Education Department – Guidelines for opening of Schools physically for the students of Classes 6th to 8th in the State from 24.02.2021 onwards - Further instructions - Issued.

Ref:1.Govt. Memo. No.5640/SE.Prog.II/A1/2020, dt.12.01.2021.

2.Govt. Memo. No.5640/SE.Prog.II/A1/2020, dt.18.01.2021.

2.Govt. Memo. No.5640/SE.Prog.II/A1/2020, dt.11.02.2021.

The attention of the Director of School Education, Telangana, Hyderabad is invited to the reference cited and after careful examination, the Government have decided to open the schools physically for the students of Classes 6th to 8th also in the State from 24.02.2021 onwards.

2. The Director of School Education, Telangana, Hyderabad is directed to make arrangements to open the schools physically for the students of Classes 6th to 8th also in the State from 24.02.2021 onwards duly taking all the necessary precautions. She is also directed to follow the instructions issued from time to time in the matter and also make arrangements to run classes in shift-system wherever felt necessary

3. The Director of School Education, Telangana, Hyderabad is requested to take necessary action in the matter, accordingly.

**CHITRA RAMCHANDRAN
SPECIAL CHIEF SECRETARY TO GOVERNMENT**

To
The Director of School Education, Telangana, Hyderabad
Copy to :
The B.C. Welfare Department.
The SCD Department.
The Tribal Welfare Department.
The Minority welfare Department.
The Secretary, TREIS/TSWREIS/TSMWREIS/TSBCWRS/
TSTWREIS.
SC/SF.

FORWARDED BY ORDER


SECTION OFFICER

GUIDELINES FOR PARTIAL OPENING OF SCHOOLS

Annexure to Proc.Rc.No.100/Genl./2021, dated: 23.02.2021 of

Director of School Education

Sub: School Education – Guidelines for opening of Schools physically for the students of Classes 6th to 8th in the State from 24.02.2021 onwards – Certain instructions – Issued.

- Ref:
1. Govt.Memo.No.3552/SE.Prog.II/A1/2020,dt: 24.08.2020.
 2. This office Procs.No.100/Genl/2020, Date: 24.08.2020.
 3. From the Ministry of Home Affairs, Govt. of India, New Delhi Order No.40-3/2020-DM-I (A), Dt. 20.08.2020.
 4. G.O.Rt.No.120, General Administration Dept., Dt.31.08.2020.
 5. Govt.Memo.No.3552/SE.Prog.II/A1/2020-1, dt:11.09.2020.
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 7. F.No.NCPCR/2020-21/REC/EDU-122601, Dt: 07.07.2020.
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 9. Govt.Memo.No.5640/SE.Prog.II/A1/2020, dated:12.01.2021.
 - 10.Proceedings of the Director of School Education,TS Procs.No.10/Genl/2021, dt: 30.01.2021.
 11. Govt.Memo.No.5640/SE.Prog.II/A1/2020, Dated: 23.02.2021.

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Govt. of Telangana vide reference 9th cited, have issued Guidelines for partial reopening of Schools from classes 9 to 12 and Diploma in Elementary Education (D.El.Ed) colleges. Government have presently issued directions vide ref 11th cited, to open schools in the State, physically, for the students of Classes 6th to 8th also, from 24.02.2021 onwards, duly taking all the necessary precautions. Consequently, the following guidelines are presently being issued to the RJDSEs and DEOs for partial reopening of schools from Class 6th and above for strict compliance.

1. Schools under all managements shall be physically opened for students of classes 6th, 7th and 8th from **24th February, 2021** in addition to the classes already reopened for classes 9th and above. No other classes shall open physically for the students.
2. The present digital classes being conducted through Doordarshan and TSAT, and other digital platforms shall continue and a blended

form of learning through both online and offline platforms, shall be made available to students.

3. The Headmasters shall permit students after obtaining the **written consent** from parents/ guardians which is mandated by Govt. of India for students to attend physical classes.
4. Students willing to study from home with the consent of the parent may be allowed to do so.
5. The DLEMC (District Level Education Monitoring Committee) headed by the District Collector shall decide upon operation of shift system, wherever found necessary, based on strength, attendance, and accommodation available in the schools.
6. The Headmasters shall prepare a customized seating plan **as per the classroom size** to ensure physical distance of **atleast 6 feet** between any two students.
7. The Headmasters shall ensure that all the students and staff wear masks.
8. Students suffering from cold cough and fever shall not be allowed to attend school.
9. Children shall be provided Mid Day Meal while attending the schools.
10. Project-work, assignments upto 30% of the syllabus has already been communicated and it shall be completed at home under the guidance of teachers and parents and the remaining upto 70% syllabus shall be taught in schools by the teachers.
11. The last working day of the school shall be last day of the SSC examination.
12. Headmasters/ Teachers shall ensure the following:
 - Create learner-friendly school and classroom environment.
 - Teachers shall be prepared for teaching in classroom as well as follow-up of students studying from home through online mode.
 - The Headmasters shall prepare customized timetable to ensure availability of teachers as per the customized seating plan.
 - Address concerns of Children with Special Needs along with other children.
 - Project-work, assignments to be done at home under the guidance of teachers and parents.
13. The District Level Committee constituted under the Chairmanship of the District Collector by Government shall monitor the arrangements for reopening of classes 6th and above and ensure all COVID related precautions are taken. The DEO shall report to the District level

Committee as and when called upon to do so, with complete information.

14. The following **Standard Operating Procedures (SOPs)** shall be strictly adhered to:

a) Sanitation Plan - Ensure proper cleaning and sanitation facilities in the school

- Arrange for thorough cleaning and disinfecting of all areas, furniture, equipment, stationery, storage places, kitchens, canteen, washrooms, laboratories, libraries, etc. on school campus and ensure air flow in indoor space.
- The District Panchayat Officers (DPOs) and Municipal Commissioners concerned shall take necessary action for maintenance of sanitation, drinking water, water tanks, and toilet maintenance in government schools on a daily basis.
- Ensure working hand washing facilities in the school.
- Ensure availability of key supplies like thermometers, disinfectants, soaps, etc., and arrange for availability of these essentials.
- Ensure sanitization of school transport before they start plying, at least twice a day.
- Teachers, students and other stakeholders as found relevant shall form Task Teams such as, Emergency Care Support/ Quick Response Team, General Support Team for all stakeholders, Commodity Support Team, Hygiene Inspection Team, etc. with earmarked responsibilities.
- The Headmaster shall monitor the same and report to the DEO periodically.

b) Logistic plan

- **The Headmasters shall prepare customized seating plan** as per the classroom size to ensure physical distance of atleast 6 feet among students and not more than 20 students per classroom. It is advisable to mark the seating that students should occupy.
- If there are single-seater desks, simply providing space between the desks in the classrooms to maintain physical/social distancing of 6 feet will be effective. If benches are used, 'one child-one bench' norm shall be followed.
- Similarly, physical distancing shall also be maintained in the staff rooms, office area, and other places of public interaction.

- The customized seating plan (Shift wise, wherever applicable) for every school in the district shall be submitted to the DEO by the concerned Headmasters. DEOs shall submit the consolidated report of the district to the DSE by **25th February, 2021.**

Ensure Physical distancing at the Entry and Exit Points of the School:

- The timing of entry and exit for students of different classes may be staggered.
- Different lanes for entry and exit may be earmarked.
- The Headmaster shall prepare their own customized plan for seating, use of playground, library and laboratory, break time, regular cleaning and disinfection of school infrastructure, use of transport, keeping in view the safety and physical/social distancing norms, and ensuring that the notices/ posters/ messages/ communication to parents in this regard are prominently displayed/ disseminated.

Ensuring safe transport:

- Since students may be coming from different locations by using public transports such as buses, trains, etc., it is important that they minimize their contact and interaction with others on arrival at hostel, and effectively. Their health status shall be monitored regularly.
- Sanitization of school transportation on regular basis at least twice a day - once before children board the transport and once after, before the next use.
- All commuters shall wear face cover/ masks in the bus/ cab.
- Students commuting through public transport shall be adequately guided by schools to take all precautions such as – physical distancing, covering nose and mouth with face cloth/ masks, sanitizing hands etc.

Display of Signages and markings for enforcing physical/ social distancing and safety protocols:

- Displaying posters/messages/stickers and signage at appropriate places in the school reminding students about maintaining physical/social distancing.
- Ban on spitting shall be strictly enforced.
- Marking circles on ground at different places like reception, water facility stations, hand washing stations, area outside

washrooms, and other areas.

- Attendance must not be enforced, and must depend entirely on parental consent.

c) Medical plan

- The Headmaster shall prepare a medical plan for every school / hostel.
- The Headmaster shall keep the phone numbers of the nearest Primary Health Centre / any other reliable medical facility, which shall be contacted for medical aid/ emergency.
- There shall be isolation rooms for staff / students having symptoms of COVID.
- The Headmaster shall ensure that transportation is available to take the child to the nearest Primary Health Centre / any other reliable medical facility.
- In case the child has symptoms of COVID, the parents shall be contacted and shall arrange transport to send the child back to their residence with proper escort.

The DEO shall consolidate and furnish the District-wise sanitation, logistic and medical plan to the Director of School Education by 25th February, 2021.

d) Mid Day Meal

- The Headmasters shall ensure that kitchen, the place of serving mid day meals, utensils are cleaned and maintained in hygienic condition and ensure that the rice, provisions etc. are clean and available so that Mid Day Meals can be provided.
- Physical distancing norms shall be observed in the kitchen as well. No other person shall be allowed in the kitchen except minimum essential staff. Cleanliness of kitchen and its staff shall be ensured.
- Staggered timings may be put in place for having midday meals, to avoid crowding.
- Physical distancing at water taps shall be ensured.
- Fresh rice only shall be drawn and used for the purpose of Mid-day meals.

e) Ensure Safe Residential Stay at Hostel

- Temporary, makeshift partitions may be erected to separate inmates/ boarders. Adequate distance between beds may be ensured.
- Physical distancing shall be maintained all the times in hostels. Signage and messaging at prominent places is important and shall be consciously followed.
- Since students may be coming from different locations by using public transport such as buses, trains, etc., it is important that they minimize their contact and interaction with others on arrival at hostel.
- Arrangement for a regular visit of Counselor teacher or a Counselor shall be ensured to take care of any psychological or emotional health issues of the students.
- The Headmaster and the concerned staff should inspect as frequently as required the kitchen, mess and lodging areas of hostels, dining area and ensure maintenance of hygiene.
- Hostel staff to be trained on physical distancing norms, health and hygiene measures, consuming clean and nutritious food, etc., for the hostellers.

f) Examinations

- As per RTE Act, there is no Detention Policy upto class 8 which shall be strictly followed.
- Every child who is willing to write the relevant exam shall be allowed to do so without insisting on minimum attendance.

The Headmasters/ Teachers shall scrupulously follow the SOPs issued by the Ministry of Health & Family Welfare, Govt. of India which is available in the website of SCERT and any other guidelines issued from time to time.


Director , School Education


23/1/24