

COVID-SAFE charter

Updated for 2022

All member schools which have adopted the **ABSA Covid-Safe Charter** confirm that they will comply with all government rules and guidance and will meet the following requirements within your boarding school.

Special thanks to the Boarding Schools Association in the United Kingdom for their work in getting this project together.

In boarding, schools will:

- Regular cleaning of all school indoor environments, including bedrooms, kitchens and bathrooms
- Decide on any regular testing procedures and advise boarders and parents accordingly Support Covid-19 testing wherever possible.
- Evaluate and adapt any medical procedures to ensure compliance with the recommendations of State and Federal Public Health Bodies.
- Ensure that staff do not work (or have contact with boarders) if they have symptoms, have tested positive or have been in contact with anyone who has unless authorised to do so.
- Provide a suitable isolation area or arrangement to care for boarders who show symptoms and/or test positive.
- Train staff in the safe management of boarding houses under new guidance and school procedures and in Covid-19 nursing for appropriate staff.
- Advise parents, guardians and agents of the school's policies on contact sports, trips and external matches, school assemblies and the provision of boarding during exeats and holidays.
- Prepare a comprehensive Risk Management Plan which mitigates the lower risk of transmission and promotes good health, hygiene and physical distancing within the Boarding School based on Federal and State Health advice.
- Prepare an Outbreak Management Plan based on Federal and State Health advice.

Before departure from home

- Contact each boarder and their family, through their guardian if appropriate, to explain arrangements and answer any questions.
- Provide written information on arrival procedures, including restrictions on parents entering the buildings.
- For international pupils, confirm the arrangements for collecting the boarder from the point of arrival in the country, transport to school and quarantine procedures.
- Provide each international boarder and parent with a letter confirming those arrangements.
- Provide international boarders and parents with emergency contact details which includes a 24hr out-of-hours service while any boarders are travelling.

For all boarders upon arrival at school

- Ensure all changes to routines and all new safety arrangements, which have been previously notified in writing, are fully explained to boarders, with full induction for any boarders new to the school
- Encourage the boarder to contact home shortly after arrival
- Explain the fire evacuation and lockdown procedures and conduct a drill soon after arrival
- Ensure the boarder has an opportunity to discuss their fears, worries and concerns trusted adult.

At school

- Require appropriate physical distancing in all areas of the boarding school.
- Guarantee availability of soap and disposable paper towels in all washing areas.
- Require regular hand washing by boarders and staff.
- Provide hand sanitiser¹ stations at key points in the house and around the campus.
- Provide boarders and staff with the opportunity to raise any concerns.
- Ensure laundry procedures are clear and safe for staff and boarders.
- Ensure appropriate PPE for any staff performing roles which will require it².
- Implement enhanced daily cleaning procedures in the boarding houses and school and ensure all relevant staff have appropriate PPE unless authorised to do so.
- Allow boarders and staff to wear masks or face coverings (other than for activities where this is not advised)³.
- Display clear notices explaining new procedures.
- Ensure safe occupancy levels of all facilities and areas, including common rooms, dining rooms, bedrooms and bathrooms.
- Explain clearly any measures required when boarders are allowed to leave site.
- Ensure equipment is not shared between boarders, other than when appropriate cleaning has taken place unless authorised to do so.
- Allocate appropriate recreation areas for use by designated boarders and ensure they are aware of any new procedures and safe occupancy levels unless authorised to do so.
- Conduct regular temperature checks of all boarders and staff and of any visitors, including parents where required by your Risk Management Plan unless authorised to do so.
- Be very clear that any bullying related to the pandemic will not be tolerated.

¹ Schools are advised to follow Federal and State Public Health advice on the suitability and chemical properties of such products

² Schools must take care to ensure the equipment is suitable for the tasks concerned and that staff have been trained in safe use

³ Use of face coverings should be risk assessed if boarders are undertaking any strenuous activity