

MoET COVID-19 Contingency Plan Progress Report Template

Ministry of Education and Training COVID-19 Contingency Plan Progress Report 02 – 30/03/2020 – 3/04/2020

1. Overview

Since the declaration of the Coronavirus (COVID-19) as a global pandemic by the World Health Organization (WHO) on 10th of March 2020 and the State of Emergency (SOE), the Ministry of Education and Training (MoET) has been taking measures to ensure the safety of school children/students in Vanuatu. This progress report presents the significant and emerging developments that have been undertaken between the 31st of March to the 3rd of April 2020.

During the stated period, some of the significant developments that achieved includes, but not limited to:

- Instruction given verbally and formally to every provincial staffs to prioritize activities in response to COVID-19.
- All Provincial staffs have a copy of COVID 19 key messages. Communications regarding the COVID 19 key messages did delivered from NDMO to MoET central level to province and school level.
- **DFAT** has stepped in to support financially with COVID 19 communication from central to school level.
- **VNPF** has responded nationwide to employees that a loan package of VUV 100,000. Most of the MoET staff have receive their fund.
- Funding is been allocated by **French Embassy** to implement the Awareness on Psycho Social Support for Mental Health from central level to school level. Submission of Gip Form is been submitted. Awaiting a code and the transfer of fund to MoET bank account.
- For the **Home School Give Hand**, Recording has already been done and a time allocated by radio Vanuatu for playing the recoding to live is on Monday, Wednesday and Friday from 5:00pm-5:30pm every week.
- Awareness on COVID-19 to Principals, School Councils, School Community Association and Education Authorities has been done for every provinces, but there are still few people left which to relay the information to.
- All teachers and students' information and contacts collected in relate to home school packaging.
- All key messages from COVID 19 been disseminated to every SIOs and schools, including provincial staffs. One/ two more provinces still yet to complete disseminating the information to its remaining staff.
- Formal instruction given to all MoET staffs, from central to province to schools level, for all face-to-face meetings are to be limited.
- Every MoET staffs are well informed in regards to social gathering. There should not be more than five people gathering.

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- Every SIOs, Principals and Teachers are aware and informed of the situation. With confirm state of Emergency (SOE), all schools from the three Northern provinces are as well close with a directive form NDMO on the 1st of April 2020.
- Most schools have dedicated to put more effort in preparing their home school packaging, few are still yet to complete. Sanma have distributed 50%, Shefa 90%, Torba 70%, Penama 100%, and Malampa 30%. **UNICEF** has also indicated to financially support the HSP, currently a GIP form is being developed by the Project officer and will be submitted before end of this week.

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2. Key Outputs delivered, main challenges/issues and way forward

Communication & Logistics Strategy	% Achieved	Progress	Main challenges/issues	Way forward
<ul style="list-style-type: none"> Reactivate provincial Health Promoting School (HPS) committee in Panama Province 	65%	<ul style="list-style-type: none"> HPS is already established in all provinces 	<ul style="list-style-type: none"> However, not enough Budget for the HPS officer to do the monitoring including Communication breakdown between the members. 	<ul style="list-style-type: none"> Establish or empower the HPS active management committee in the Province.
<ul style="list-style-type: none"> Provincial staff to prioritize activities in response to COVID-19 	100%	<ul style="list-style-type: none"> Instruction given verbally and formally to every provincial staffs to prioritize activities in response to COVID-19 		<ul style="list-style-type: none"> Must have safety and preparedness Plan Communication strategy plan for preventive measures COVID-19 in place.
<ul style="list-style-type: none"> Communicate COVID-19 Key messages 	90%	<ul style="list-style-type: none"> All Provincial staffs have a copy of COVID 19 key messages. Communications regarding the COVID 19 key messages from NDMO to MoET central level to province and schools must be provision and be disseminate on time. 		<ul style="list-style-type: none"> Make sure all information should pass on to the remaining staffs. Also, get up to date information's for NDMO and MoET.
<ul style="list-style-type: none"> VNPF has responded nationwide to employees that a 	90%	<ul style="list-style-type: none"> Most of the MoET staff have receive their fund. 	<ul style="list-style-type: none"> However Delay of process, especially for provincial and 	<ul style="list-style-type: none"> They should receive the loan package at the

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<p>loan package of VUV 100,000.</p>		<p>school officers.</p>	<p>end of this week for those who have applied the week before and last week. However, for those who are applying this week and will still apply, will depend much on the time consumes on the process.</p>
<ul style="list-style-type: none"> Awareness on Psycho Social Support for Mental Health 	<p>10%</p>	<ul style="list-style-type: none"> There are no budget or training in place from central to school level to implement this activity. 	<ul style="list-style-type: none"> Funding is been allocated by French Embassy to implement that activity from central to school level. Submission of GIP Form is been submitted. Awaiting a GIP code and the transfer of fund for implementation.
<ul style="list-style-type: none"> Home School Give Hand 	<p>90%</p>	<ul style="list-style-type: none"> Recording is complete, Negotiation is ongoing and finally the radio station has given a time for playing the recording to live. (Monday, Wednesday, Friday from 5:00pm-5:30pm) Awareness on covid-19 to all principals, schools, school councils, and all community. 	
<ul style="list-style-type: none"> Awareness on COVID-19 to Principals, School Councils, School Community Association and Education Authorities 	<p>80%</p>	<ul style="list-style-type: none"> The challenge faced is geographical locations and coasting of transportation to schools. 	<ul style="list-style-type: none"> More time and fund needed, this will take few more weeks before the activity is

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<ul style="list-style-type: none"> All teachers and students information and contacts collected 	100%	<ul style="list-style-type: none"> Every Teachers & student's information are contact are collected. 		being achieve.
<ul style="list-style-type: none"> Relay COVID-19 Key messages provided by the MoET Central Office and Provincial Education Office 	90%	<ul style="list-style-type: none"> All key messages from COVID 19 been disseminated to every SIOs and schools, including provincial staffs. 	<ul style="list-style-type: none"> One/ two more provinces still yet to relay the information to the remaining staff. 	<ul style="list-style-type: none"> Information is ongoing, by the end of this week all Provincial Staffs should have the COVID 19 key messages.
Health & Hygiene Strategy	% Achieved	Progress	Main challenges	Way forward
<ul style="list-style-type: none"> All staff (including teachers) to have sanitizers, face mask and other materials to mitigate risk of infection and spreading in Penama and Torba Province 	70%	<ul style="list-style-type: none"> All Provincial Staffs and Teachers have Hand washing facilities in their office. Few schools in other provinces also have good WASH facilities in place 	<ul style="list-style-type: none"> However, we need to have mask and other materials to mitigate risk of infection and spread. No available stock. 	<ul style="list-style-type: none"> MoET Cluster, COVID-19 Task Force to seek financial support to meet the items mentioned on sub-activity from other Health cluster. MFAT has indicated to support in funding Hygiene tools for schools like, buckets, water container and soaps
<ul style="list-style-type: none"> All face to face meetings are to be limited; 	100%	<ul style="list-style-type: none"> Formal instruction given to all MoET staffs from central to province to schools. 	<ul style="list-style-type: none"> The challenge is that to put into practise. 	<ul style="list-style-type: none"> Be part of the COVID-19 task force to be responsible, disseminate instruction

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<ul style="list-style-type: none"> Social gatherings are to be reduced 	80%	<ul style="list-style-type: none"> Every provincial staffs are well informed. 		to members. <ul style="list-style-type: none"> To take precaution measures to prevent & protect lives. Intervention from the Police on social gathering. Most and importantly, we must put into practise in order to get use to that.
<ul style="list-style-type: none"> Psychosocial support to be provided for staff if necessary 	10%	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Activity pending, due to budget allocation and skills required. 	<ul style="list-style-type: none"> Make sure all staffs must be aware and encourage less gathering and putting into practical. Funding has been allocated by French Embassy to implement that activities
<ul style="list-style-type: none"> All schools are to be closed if the outbreak worsen 	100%	<ul style="list-style-type: none"> Every SIOs, Principals and Teachers are aware and informed of the 		Submission of Gip Form is been submitted. Awaiting a code and the transfer of fund for implementation.
Home-schooling Strategy (Teaching & Learning)	% Achieved	Progress	Main challenges	Way forward

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<ul style="list-style-type: none"> Teachers must prepare home-schooling packages for students in Penama, Shefa, Torba and Sanima Province. 	<p>70%</p>	<p>situation. With confirm state of Emergency, every schools closed from Torba to Tafea Province with a directive form NDMO on the 1st of April 2020.</p> <ul style="list-style-type: none"> Most schools have dedicated to put more effort in preparing their home school packaging, few are still yet to complete. 	<ul style="list-style-type: none"> However, the challenges are listed below, in regards to progress on implementing the HSP. 	
	<p>100%</p>	<ul style="list-style-type: none"> Malapoa College has completed their online Module on HSP. 	<p>For schools with online module, Most of the students have no proper resources which to access the home school package like (Laptops, smart phones etc...also submission of exercise to be online but students tend attend in hard copy.</p>	<ul style="list-style-type: none"> Find alternative way for the unfortunate ones. Either provide them with hard copies and initiate other options for submitting their exercise. With limited resources, remote schools will be deliver first to their principals.

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90%	<ul style="list-style-type: none"> Most schools have attempt to complete developing their HSP and start photocopy. 	<p>Student package photocopying. Need of extra toners and paper to deliver from MoET.</p>	<ul style="list-style-type: none"> Awaiting MoET for support Big schools will do their own photocopy such as big primary schools, JSS & SSS.
80%	<ul style="list-style-type: none"> Distribution is in progress. 	<ul style="list-style-type: none"> Distribution Challenge faced are, Geographical locations and transport cost including road condition. 	<ul style="list-style-type: none"> E-Copy of student packages will be send to all SIO base on other islands. More time needed before distribution completed

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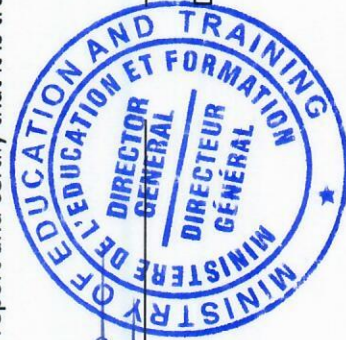
				<ul style="list-style-type: none"> Schools with hard copies of HSP, Some JSS has send out students packages and some principals are requesting e-copy of package to do their own printing. E-copy of package will be send on emails, if teachers and students wants to have access to them.
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Sign Off

I take responsibility for this report and certify that it is true, correct and complete.



Director General



14/04/20

Date

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3. Annexes

Annex 1: Directive 15 from the NDMO office, regarding the closing of remaining schools in the Northern Provinces, in regards to the SOE.



Government of the Republic of Vanuatu National Disaster Management Office

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Private Mail Bag 9107, Port Vila, Vanuatu
Web: <http://www.ndmo.gov.vu/>



DIRECTION No. 15

Attention: Director General, Ministry of Education and Training
All Directors, Ministry of Education and Training
Chairman, Teaching Service Commission
Provincial Education Officers
All Education Authorities

Date: 1st March 2020

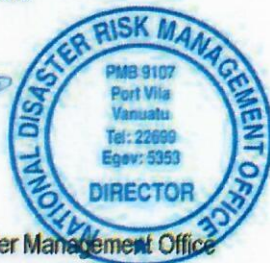
DIRECTIVES UNDER CLAUSE 2 SUB SECTION 1 OF THE STATE OF EMERGENCY REGULATION ORDER # 35 OF 2020

Therefore, in exercise of the powers conferred on the National Disaster Management Office under clause 2 sub section 1 of the State of Emergency Regulation Order # 35 of 2020, I as head of the office issue the following directions:

1. All remaining schools within Vanuatu which are still operating are now instructed to suspend their operations immediately until the end of State of Emergency.
2. All Boarding schools are to continue to accommodate boarding students while Home School Packages are being prepared and distributed to students, parents or guardians.
3. All students living at home are advised to remain at home and continue with their studies.
4. Ministry of Education and Training is to prepare further advisory instructions to all Principals and Heads of schools during the period of the State of Emergency.
5. All schools are advised to contact the Ministry of Education and Training should they require further information.

Authorised by:

Abraham Nasak
Director National Disaster Management Office

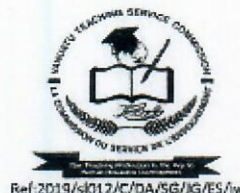


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Annex 2: Clarification on the State of Emergency Declaration –responsibilities of Directors, SBM Unit, PEO's, Provincial Inspectors, SIO, Principals, Teachers and School Councils.



TEACHING SERVICE COMMISSION



Ref:2019/sl012/C/DA/SG/JG/ES/jw

GOVERNMENT OF THE REPUBLIC OF VANUATU
MINISTRY OF EDUCATION
TEACHING SERVICE COMMISSION
Leopold Sedar Senghor Street
Private Mail Bag 9028, Port Vila

GOVERNEMENT DE LA REPUBLIQUE DE VANUATU
MINISTRE DE L'ÉDUCATION
LA COMMISSION DU SERVICE DE L'ENSEIGNEMENT
Rue Léopold Sedar Senghor
Sac Postal Privé 9028, Port Vila

Toutes les correspondances doivent être adressées au bureau de la Commission du Service de l'Enseignement.

All the correspondences should be addressed to the Teaching Service Commission Office.

Circular N°1 of 2020

To:	DG, All MOET Directors, PEO,SIO,Principals,Teachers,Schools Council
From:	Moulin Dehinvanua Tabouti, Chairman - TSC
Subject:	Clarification on the State of Emergency Declaration – responsibilities of Directors,SBM Unit,PEOs, Provincial Inspectors,SIO,Principals, Teachers, School Councils
Date:	31 st March 2020
Reference	Circular N°1 of 2020

Following the State of Emergency (SOE) declaration made on 25th March 2020, the TSC Office would like to clarify the following:

According to the second last paragraph of the statement made by the Care Taker Prime Minister Hon. Charlot Salwai Tabimasmass reads, "**stay home,protectem you,bae you stap sef oitaem**"

All TSC employees are hereby advised that this statement does not imply that all TSC employees are to stay at home during SOE including working hours or days. This particular part of statement of the SOE is to assist in preparing the public at large to develop and practice preparedness and prevention measures for the COVID-19 virus situation in the country.

The Commission has a serious concern about the welfares and health of its employees therefore, is kindly requesting all principals and SIO through their respective PEOs and the Director Education Services to ensure that the following concern employees must stay at home after completed and delivered their students packages:

- **Sick teachers**- Teachers with health related issues especially respiratory illnesses such as asthma, pneumonia etc...
- **Teachers who are fifty years old and over.**

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Otherwise remaining teachers are encouraged to provide support to **parents in difficulties from school** 1 or 2 weeks **after the distribution**, taking in consideration health instructions such as **spaces, hand washing etc....**

Furthermore, every TSC employees are restricted to be involved in unsafe activities stated below:

- **Drive a public transport (Bus, taxi or public transport etc...)**
- **Serve as sales man in a shop, kava bar, market or any activities that has close contact with lots of people.**

The Director of Finance and Administration and Education Services are highly requested to collaborate with all PEOs to ensure that all Principals, Acting Provincial Inspectors, Acting SIOs and teachers must have sufficient sanitarians equipment for preventing measures at their work place and also at home. It is also safer that PEO Office and school administration provide lunch and transport to pick and drop off all teachers involved in some priority task delegated by PEO, Principal or any relevant authorities.

Every teacher who will be assisting the students learning at home with Home School Package, are obliged to abide with any directives in terms of reporting, monitoring requested or given by the School Base Management or their respective PEO and SIO in a timely manner.

The monitoring part of home schooling package is crucial, therefore it must be reported **on a weekly basis** to SIO and SBM Unit from Ministry.

The monitoring from school or at home is highly recommended by the MOET in accordance with **Scenario 1 provided by NDMO – No COVID-19 case in Vanuatu.**

TSC will seriously deal with any teacher who neglects the above directives.

As a matter of priority, TSC is more concerned about the welfare of all employees especially in the current situation therefore, you are warned to **STAY AT HOME** and look after yourself and the safety of your family and abide with health preventions measures provided by the Ministry of Health, NDMO and also SGE requirements or conditions.

Further to the above, all the Acting Provincial Inspectors, Acting SIOs, Principals and teachers are advised to appropriately implement these areas outlined in the statement of the Care Taker Prime Minister Charlot Salwai Tabimasmal, based on their respective responsibilities and duties.

PLEASE STAY AND WORK AT HOME IT'S SAFER.

Regards,
Teaching Service Commission


Moulin Dehinvanua abouti
Chairman



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Annex 3: PSC Circular regarding Home School Supervision during COVID -19

<p>GOUVERNEMENT DE LA REPUBLIQUE DE VANUATU</p> <p>SECRETARIAT DU COMMISSION DE LA FONCTION PUBLIQUE</p> <p>Sac Postal Privé 9017, Port Vila, Vanuatu</p> <p>T: +678 33360 E: opsc@vanuatu.gov.vu W: www.psc.gov.vu</p>	<p>GOVERNMENT OF THE REPUBLIC OF VANUATU</p> <p>PUBLIC SERVICE COMMISSION SECRETARIAT</p> <p>Private Mail Bag 9017, Port Vila, Vanuatu</p> <p>T: +678 33360 E: opsc@vanuatu.gov.vu W: www.psc.gov.vu</p>
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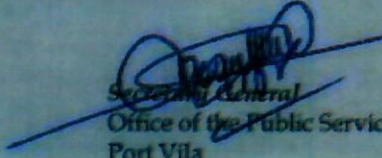
*Toutes correspondances doivent être adressées au SECRETAIRE, Commission de la Fonction Publique.
All correspondences should be addressed to the SECRETARY, Office of the Public Service Commission.*

Circular

To:	All Directors General and Directors
From:	Jean-Yves Bibi, Secretary - PSC
Subject:	Home Schooling Supervision During COVID- 19
Date:	09 th April 2020
Reference:	<i>Circular No: 15 of 2020</i>

The circular serves to inform all Director General and Directors that the Commission, at its meeting No. 06 of 30th of March 2020, decision No. 43, approved for staff to take annual leave if they wish to remain home to supervise their child/children during home schooling period currently established by MoET. All staff, while recognizing the difficulties before us, must make every effort to ensure their official duties are not disrupted by their lack of planning for their personal commitments.

Yours Sincerely,



Secretary General
Office of the Public Service Commission
Port Vila

