



Ministri blong Edukesen mo Trening Gavman blong Vanuatu



Ministri Blong Edukesen mo Trening Gaedlaen blong mekem ol skul i Sef blong open bagegen

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GAEDLAEN BLONG MEKEM OL SKUL I SEF BLONG OPEN BAGEGEN

Ministri blong Edukesen mo Trening (MoET) i developem ol Gaedlaen ia wetem help blong
Ministri blong Helt (MoH)

COVID-19 – i wan siknes we i afektem lung man mo i isi tumas blong spred tru long:

- Tru ol smolsmol droplet taem yumi stap toktok, pampem win, kof, sniz, mo singsing.
- Daerekt kontakt o klos kontakt wetem wan pesen we hemi testem positive long COVID-19, speseli long ol ples olsem ol klasrum, insaed long haos mo ples we i sat mo nokat freswin o ea i pas isi.
- Kontakt wetem ples we wan pesen we i kasem COVID-19 i ko stap long hem o i tajem sam samting afta yu ko tajem i save pasem sik ia.
- Ol mesa we i stap long Gaedlaen ia i serius blong yumi mas mekem blong katemdaon risk blong COVID-19 blong i no spred long skul.

Ol skul i klos from COVID-19 i mekem sam klia impakt long helt blong ol pikinini, edukesen mo developmen blong ol famili inkam, mo jenerol ikonomi blong kantri. Disisen blong kavman blong openem ol skul bagegen i from olgeta benefit ia:

- Letem ol pikinini i komplitim stadi blong olgeta mo kontinu i ko long nekis klas o level
- Impoten sevis, akses long gudfala kakae, welfea blong pikinini - olsem priventem vaelens akensem pikinini.
- Sosel mo saekolojikal wel-being blong ol studen mo ol perens/keagiva.
- Akses long ol stret infomesen blong hao oli save lukoat gud long olgeta mo ol narafala pipol.
- Katem daon risk blong nomo ko long skul mo
- Benefit long sosaeti, olsem letem ol perens i wok.

Gaedlaen blong mekem ol skul i sef blong open bagegen i aotlaenem sam rul blong sapotem skul administresen blong mekem sua se ol skul i mas kat COVID-19 sefti rul i stap redi bifo skul i save open bagegen mo ol rul we taem skul i open finis, yumi mas jekem se ol skul i stap folem gud ol rul ia iet.

Bae Gaedlaen ia nao i save asurem sefti blong ol pikinini, staf mo famli mo ol skul i mas folem.



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Daerekta Jenerol

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TEBOL BLONG OL KONTEN

1. BIFO SKUL I SEF BLONG OPEN BAGEGEN	5
1.1 Vaksinesen.....	5
1.2 OI Klasrum i redi	5
1.3 Ventilesen o (inaf fres ea)	5
1.4 Pablik Saen	5
1.5 OI materioli blong klinim ples.....	6
1.6 Fasiliti blong wasem han	8
1.7 Fes Masks	9
1.8 Masin Blong Tekem Tempereja	13
1.9 Sik Rum	13
1.10 OI Kaliko blong Bed	13
1.11 Manejmen blong ol Toti	13
1.12 OI Opereta blong Skul Kantin	14
1.13 OI Narafala Sevis Provaeda	14
2. TAEM OL SKUL I OPEN BAGEGEN	15
2.1 Taem Pikinini i Kasem Skul	15
2.2 Jekem Tempereja	15
2.3 Long Taem blong Skul.....	16
2.4 OI Visita	16
2.5 OI Dei Trip mo Visita blong Narafala.....	17
2.6 Luk Save ol Saen blong COVID-19.....	17
2.7 Tresem ol Kontakt.....	17
3.1 Manejem ol Staf mo Studen we oli kat Saen blong COVID-19 long skul.....	18
3.2 OI Saen blong COVID-19	18
3.3 Kwarantini mo Obsevesen	18
3.4 Protekseni mo Haejjin blong Staf.....	18
3.5 Skul Akseni /OI Nekis Step	19
3.6 OI Komon Toktok blong Yusum wetem Peseni we I Kasem COVID-19.....	19
4. WAN JEKLIS BIFO OPENEM SKULS BAGEGEN	20
4.1 Skul Sapot Tim (SST).....	20
4.2 Taem Yu Kasem Skul.....	20
4.3 Masin blong Jekem Tempereja.....	20
4.4 Fes Mask	20
4.5 Wasem Han	21

4.6	Priperem Ol Klasrum	21
4.7	Ol Tul blong Klinim Klasrum.....	21
4.8	Instraksen blong Klinim Skul	21
4.9	Toelet Fasiliti	22
4.10	Rul blong Manejem Pesen we yu tink se hemi kasem COVID-19 – Sik Rum...	22
4.11	Ol Pablik Saen o ol Mak.....	22
4.12	Ol Sevis Provaeda.....	23
4.13	Ol Opereta blong ol Skul Kantin.....	23
4.14	Manajem Staf o Studen we oli kat ol Saen blong COVID-19.....	23
4.15	Lis Blong Saplae Blong ol Samting We Skul i Mas Kat Bifo i Save Open Begegen	24
5.	STANDET OPERETING PROSIJA BLONG SKUL I OPEN BAKEGEN	25
	Standet Prosija Blong Operesen Blong Skul.....	26
6.	PROSES BLONG APRUVUM OL STANDET OPERETING PROSIDJA	28
6.1	Mesej blong ol Gaedlaen mo ol SOP i ko long ol Skul	28
6.2	Proses blong Apruvum mo Sabmitim ol SOP endorsement	29
6.2.1	Sabmisen mo rejestresen blong ol SOP	29
6.2.2	Skoring / Rikodem ol SOP	29
6.2.3	Ol komiti i Konfemem mo mekem rikomendesen long ol sko	29
6.2.4	Apruvul blong openem ol skul bagegen i kam long Daarekta Edukesen Sevis ESD), Daarekta Tertiary Edukesen (TED) o Daarekta Jenerol (DG) blong MoET.....	30
6.3	Monita mo visit blong konfemem.....	31
6.4	Rol mo Risponsibiliti bitwin ol skul, provins mo MoET	31

1. BIFO SKUL I SEF BLONG OPEN BAGEGEN

Ol skul prinispol mo ol tija i mas mekem sua se oli folem gud aksen we i stap blong oli mekem:

1.1 Vaksinesen

Everi pesen we oli wok long skul hemi i minim olgeta volontia mo ol studen we oli kasem 18 yia yumi stap enkarejem olgeta blong oli ko karem vaksinesen.

Olgeta skul prinsipol, tija mo ol ekstra staf olgeta nao i risponsibol blong jekem ol vaksinesen kad mo raetem pruf blong vaksinesen blong everi skul staf, ol volontia mo studen we oli 18 yia i ko antap.

1.2 Ol Klasrum i redi

- Ol klasrum imas kat plante fres ea i save pas tru.
- Ol klasrum i mas kat ol plan blong hao bae ol student i kam insaed mo i ko aot bagegen bifo mo afta ol brek taem.
- Ol klasrum i mas okenaesem gud blong i kat inaf spes blong fisikol distensing (maet 2 mita).

1.3 Ventilesen o (inaf fres ea)

Ventilesen i impoten tumas from hemia i wan wei blong katem daon COVID-19 blong i no pas long ol narafala wan. Skul prinsipol mo ol tija i mas mekem sua se i kat inaf fres win/ea i save pas tru long ol klasrum.

Taem ol student i stap long klas ol windo i mas stap open oltaem blong letem gudfala fres ea i pas. Sipos i posibol putum ol fan blong impruvum ea sekulesen mo fres win speseli sipos klasrum i kat plante student. mekem sua se ol fan i mas blo win i ko long sem daereksen. sipos namba blong ol studen i big wan tumas mo rum i smol, bae prinsipol i mas faenem wan narafala spes blong ol studen i save yusum.

OI PABLIK SAEN, OL MATERIOL BLONG KLINIM SKUL MO WASEM HAN

1.4 Pablik Saen

Putum ol stret saen long ol stret ples mo makem i klia:

- Ples blong kam insaed mo ko aotsaed
- Ples blong pikap mo drop of
- Makem gud ol ples blong wokbaot folem ol klia daereksen
- Makem ples blong studen i stanap long hem taem hem i stap wait blong jek in long fran blong skul, kantin mo ol narafala ples blong laenap long hem blong wait. Putum ol mak o laen long graon o floa blong soem spes blong 2m sipos i posibol.
- Sik rum – wan eria we oli priperem redi blong ol studen mo staf i yusum sipos oli sik.

1.5 Ol materiol blong klinim ples

Klasrum mo ol ples blong stap kat miting long hem i mas stap klin oltaem blong save blokem risk blong pasem sik.

Bifo skul i save open bagegen, prinsipol i mas mekem sua se hemi kat saplae long ol samting we bae skul i nidim (lukluk long pej 8) i stap redi. hemia wan lis blong ol samting we i sud kat i stap:

- Baket blong mop (seraotem wan baket blong klinim klasrum mo wan blong toelet)
- Hed blong mop (seraotem wan hed blong mopem klasrum mo wan blong toelet)
- Brum
- Ol kaliko we bae yu yusum finis yu sakem (disposobol)
- Disposable han glaf
- Botel blong spre o skwiz botel (blong katedaon yus blong ol spre) meresin blong disinfektem ol samting.
- Disinfekten solusen (0.1% sodium hypochlorite or lojavel/blij)
- Mekem sua se yu mas sakem ol materiel we yu bin yusum olsem han glaf o ol disposobol kaliko long stret ples blong hem)

MoH GAED BLONG HAO BLONG PRIPEREM 0.1% SODIUM HYPOCHLORITE SOLUSEN OLSEM WE WHO I STAP REIKOMENDEM

Klinim mo disinfektem skul blong yu oltaemi bae i save helpem blong stopem spred blong covid-19 virus mo helpem yu blong stap helti. Yu save faenem 3.5% lojavel o blij long ol stoa long taon be i kat ol narafala prodak we MoH gaedlaen i stap talem yumi save yusum.

Olsem wanem ol Pikinini we oli kat sam siknes (olsem sotwin, sik blong suga, obisiti) i stap long olgeta bae oli save kam bak long skul?

Disisen blong sendem wan pikinini i ko long skul i depen long helt kondisen blong hem, transmisen blong COVID-19 insaed long komyuniti, mo ol proteksen we skul mo komyuniti i putum i stap blong katem daon risk blong COVID-19 i no spred tumas. Nomata we oli talem se i kat evidens se strong sik ia i lo bitim ol big man, yumi mas tekem spesel kea blong katem daon eni risk blong infeksen i no kasem ol pikinini ia, mo yumi mas tingabaot ol benefit blong mekem oli ko bak long skul.

Evidens naoia i soemaot se ol pipol we olikat sam kaen siknes finis i stap long bodi blong olgeta olsem sik blong lung olsem sotwin, obisiti, sik suga o kansa i kat bigfala janis blong oli developem strong siknes o ded bitim ol pipol we oli no kasem eni sik. Hemia i semak wetem ol pikinini, be yumi nidim mo infomesen iet.

Sterilaesem ol top blong ol Fenija: Gaed blong Priperem Klorin solusen (yusum lojavel)

1 Protektem yu wan taem yu werem ol stret pesenol protektif ekwipmen (PPE)

Blong hospital, klinik mo ol helt fasiliti

- Proteksen blong ae
- Klos blong hospital
- Glaf blong mekem hevi wok
- Epron
- Traosis
- Sus (but)

Blong Haos mo ol Pablik Ples

- Proteksen blong ae
- Long hansot
- Glaf blong mekem hevi wok
- Epron
- Traosis
- Sus (but)

2 Priperem ol materiol

3.5% lojavel/
blij

Wota

Kap blong mesarem
samting

Baket
wetem lid

Ol pepa

Maka

Priperem solusen ia long wan ples we fres ea i save pas gud long hem. Putum 1 pat 3.5% lojavel mo 6 pat wota long wan baket

Miksim gud. Raetem long baket -paoa blong solusen wetem det mo taem yu priperem.

3 Priperem 0.5% klorin solusen

Strong solusen ia i blong sterilaesem top blong ol fenija taem blad i drop long hem, i kat mak o wota long bodi blong man i drop long hem

3.5% lojavel

Wota

0.5% Klorin Solusen

Priperem solusen ia long wan ples we fres ea i save pas gud. Putum wan pat 0.5% klorin solusen mo 4 pat wota long wan baket.

Miksim gud. Raetem long baket paoa blong solusen wetem det mo taem yu priperem.

4 Priperem 0.1% klorin solusen.

Konsentresen ia i blong yusum long eni samting we yu wantem klinim.

0.5% klorin
solusen wota

Wota

0.1% Klorin Solusen

Samting blong Tingabaot

Klinim top blong fenija fastaem wetem sop mo wota bifo yu sterilaesem wetem klorin solusen ia.

Putum sop o klorin solusen ia long wan kaliko o pepa taowel. Yu no sprej daerekt long top blong fenija ia.

Priperem sterilaes solusen ia everidei. Sipos i kat sam i stap iet afta long 24 haoo yu sakemaot.

Taem yu no yusum sare lid blong hem

Putum long ples we san i no save kasem

Kipim long wan sef ples we ol pikinini i no save kasem.

1.6 Fasiliti blong wasem han

Wasem han i wan mas from hem i wan long olgeta impoten samting yumi save mekem blong stopem mo katem daon spred blong COVID-19.

Yu save pem saplae blong ol meresin blong wasem han o sam okenaesen sipos I kat long stok bae oli save givim. Ol samting olsem:

- Han sop o liquid sop we oli hangem long wol
- Alkol base han rab (sanitaesa - sam ples 60%) blong yusum nomo sipos i nokat sop blong wasem han wetem. yu no yusum liquid detejen.
- Pepa taowel (speseli long toelet blong ol staf). Ol student i save seksekem han afta oli wasem.
- Eni narafala lokol o narafala prodak we i mitim MoH Gaedlaen i orate.

Notis: I mas kat han sanitaesa long everi entri poen blong skul. Skul manejen i mas mekem sua se i kat sop mo wota o liquid sop mo wota i stap blong staf mo studen i save yusum blong wasem han.perens mo keagiva i sud traem blong givim han sanitaesa long pikinini blong olgeta blong oli save yusum long skul sipos skul i no kat wota.



1.7 Fes Masks

Stret fasin blong yusum fes mask i impoten tumas blong stopem spred blong covid-19 vaerus

tru long ol spreid mo man i pasem long man. Niufala Wol Helt Okenaesen gaedlaen i rikomendem se:

1. Piginini we oli 12 yia mo kam daon oli no nid blong werem mask.
2. Ol piginini we yia blong olgeta i stap bitwin 6 kasem 11 yia, oli mas lukaot gud from risk i hae

mo i gud sipos oli werem mask from:

- a. sik i pas long eria wea piginini i stap long hem, mo i kat evidens se i isi blong sik ia i save pas i ko long narafala wan long ej krup ia.
- b. ol bilif, kastom mo ol fasin blong man.
- c. bae hemi had blong smol piginini i folem ol korekt yus blong werem mask mo i no kat inaf big man blong stap supavaesem olgeta.
- d. maet bae i kat sam impakt long lening mo developmen blong piginini.
- e. ol narafala tingting blong tingabaot olsem taem blong mekem spots aktifiti, o ol piginini we oli kat disabiliti o sam narafala siknes i stap finis.

3. Ol piginini mo ol yangfala we oli ova 12 yia i ko antap i sud werem mask, be sipos skul i stap long Rikaveri Alert 1 i no nid blong werem.

OLGETA WE OLII NO NID BLONG WEREM MASK

Mask i kompolsori (i minim se yumi mas werem), be i kat sam ples we maet yumi no save fosem ol piginini long eli praemeri blong oli mas werem e.g. kindakaten mo ol yia 1 – 3, from bae i had blong manejem olgeta, be hemi impoten blong stap talemaot ol taem olgeta COVID-19 rul ia:

- 1) Talemaot long tija taem yu sik o yu stap wetem wan man we i kasem COVID-19.
- 2) mas kat gudfala ventilesen long klasrum
- 3) Wasem han mo stret fasin blong kof
 - sipos i kat risk blong pasem sik mo i nokat inaf fres ea mo distensing blong wan mita i no kat bae tija i mas splitim klas o daboalem klas.
 - Bae yumi mekem eksepsen nomo long ol piginini wetem disabiliti o sam narafala risen we bae mask i save blokem piginini blong i no save len gud.
 - long taem blong fisikol edukesen klas i no nid blong werem mask. fisikol edukesen klas i mas limit namba blong ol studenm mo i mas folem gud ol rul blong COVID-19.
 - mask i save kamaot long taem blong kakae.

Perens mo skul i mas provaedem mask blong ol piginini. Skul prinsipol mo ol tija i mas mekem sua se oli pem sam ekstra disposobol mask blong riplesem hemia we i brok o i toti.

Ol Samting blong Save Abaot ol Mask

- Mask we i fitim gud fes i save protektem yu long ol spreid / o ol smolsmol spot blong virus.
- Mask yu werem i mas stret saes blong save kavremap gud nus, maot mo jin blong yu. Mask we i slak i save letem ea blong i muv go insaed mo aotsaed, mekem se bae mask ia i no mekem gud wok blong hem. From i kat ol difren saes blong mask, i gud yufala i no givim mask blong ol bigman long wan pikinini.
- Mask i mas kamfotebol blong werem long wan long fala taem from bae ol studen i nidim blong werem long taem oli lego haos blong ko long skul kasem taem skul i finis mo oli kam bak long haos (espeseli sipos oli mas travel long wan pablik transpot, wan bas o sam narafala transpot).
- Mask we oli werem long wan longfala taem i save swet speseli long taem we i hot mo i stiky. Swet i save lid i ko long skin i sikras mo i save mekem wan gudfala ples blong ol pepet i gro. i gud blong kat wan mo ekstra mask i stand bai.
- I gud sipos mask oli mekem wetem stret mo kamfotebol kaliko olsem koten, mo i mas strong, mo oli sud foldem kaliko 2-3 taem.
- Ol student we oli kat sam kaen disabiliti olsem blong toktok, oli sud yusum wan fes proteka blong helpem olgeta.
- Mask we yu save yusum bagegen i mo gud from ol disposobol mask i save mekem polusen.

MoH i kivim ol instraksen blong werem mask

- Wasem han wetem wota mo sop, liquid sop o yusum han sanitaesa bifo yu werem mask mo afta yu tekemaot.
- Mekem sua se mask i kavremap gud nus mo maot, sipos i kat wan waia insaed long mask yu skuism waia blong mekem mask i stap antap long nus.
- Taem yu tekemaot mask bifo yu kakae, mekem sua se yu putum mask ia i stap hem wan long wan klin ples mo werem bagegen afta yu kakae.
- Wasem kaliko mask everidei. Ol medikol o disposobol mask yu sud sakem long ples blong toti afta yusum long en blong dei.

STRET FASIN BLONG YUSUM KALIKO MASK

BLONG PROTEKTEM YU MO OL NARAFALA MAN, TINGBAOT BLONG:

- Oltaem stap 1 meta long ol narafala pesen
- Wasem han blong yu oltaem
- No tajem fes blong yu mo fran blong mask
- Werem mask wetem stret saed 1 stap antap mo save wijwan 1 blong aotsaed

Wasem han bifo yu tajem mask

Jekem mask sipos i klin o i brok

Luk save insaed blong mask we bae tajem fes mo hemia antap we bae kavremap nus

Ajastem /muvum mask blong i fitim gud fes blong i nokat spes i open long soed blong hem

Kavremap maot, nus mo jin

No tajem fran blong mask

Wasem han bifo tekemaot mask

Holem strap blong tekemaot mask

Kipim mask i stap long wan klin bag o kontena

Wasem han afta yu tekemaot mask

Wasem mask wan taem long wan dei, sipos i posibal wetem hot wota

Yu no zerem mask blong yu wetem ol narafala pesen

Septemba 2020



ROD BLONG PUTUM MO TEKEMAOT Pesonol Protektiv Ekwipmen (PPE)



Rod blong putum gud mask blong pulum win blong mekem fas gud



Step 1

Wasem han wetem sop mo wota (40 – 60 sekon) o yusum sanitaesa mo rabem 20-30 sekon)



Step 2

Putum mask blong pulum win long han blong yu, ples blong nus yu holem wetem en blong fingga blong yu, letem strap blong hem i hang slack nomo long han blong yu.



Step 3

Putum mask blong pulum win ia andanit long jin blong yu wetem ples blong nus i stap antap.



Step 4

Pulum strap antap ova long hed blong yu i ko bihaen. Pulum strap we i stap andanit i ko ova long hed blong yu mo putum i raon long nek blong yu andanit long ea (sora) blong yu.



Step 5

Putum end blong everi fingga blong yu long top blong metol pis we i stap klosap long nus blong yu. Skwisim metol pis ia blong i fas gud raon long nus blong yu (bae i tekem sep blong nus blong yu) Sipos yu pinjim wetem wan han nomo bae i no stret tumas mo bae i nomo wok gud tumas.



Step 6

Kavremap foret blong mask blong pulum win wetem tugeta han, lukaot yu no destebem posisen blong mask ia.

Step 6a. Positiv jek se i fas gud

Pulum win strong. Wan positiv presa insaed long mask i minim = no gat eni link. Sipos i kat link, adjustem posisen mo / pulum strap i taet smol.

Step 6b. Presa i soem wan Negativ jek

- Pulum win strong. Sipos i no kat lik, nogat presabae mekem mask ia i fas long fes blong yu.
- Sipos i kat lik bae i no kat presa long mask blong pulum win ia from ea/win i stap pas tru long ol gap o hol long saed blong mask ia.

MASIN BLONG TEKEM TEMPEREJA, SIK RUM, KALIKO BLONG BED, MO FASIN BLONG SAKEM OL TOTI

1.8 Masin Blong Tekem Tempereja

Ol skul manejmen i save katem daon ol risk blong pasem sik we i isi blong pas olsem covid-19 sipos oli introdusum tempereja skrining (oli yusum masin blong tempereja) fes samting everi dei, long moning bifo skul i stat. rikode tempereja blong wanwan student long wan buk.

1.9 Sik Rum

Skul manejmen i sud traem faenem wan rum o spes we fres win o ea i save pas tru long hem. Sik rum ia i mas stap klosap long entrens o eksit long skul. Sik rum ia i blong ol student i save yusum taem oli filim se oli sik taem oli stap long skul o sipos oli stap some ol saen blong COVID-19. Rum ia i blong studen i yusum olsem wan isolesen poen bifo peren/keagiva o helt woka i save kam pikimap hem.

Bae skul i kontaktem dokta o nes long klinik o hospitol we i stap klosap long skul blong oli save talem wanem nao ol nekis step blong mekem folem kes blong student ia. Studen o tija we i soem ol saen blong sik ia i mas ko long hospitol dipen nomo sipos hemi sik tumas.

klinik ia i mas kat wan bed, ol kaliko blong bed, blanket mo ol fes aed tul olsem temomita, wan bowl, baket, mo sejikol glaf blong werem long han mo ol narafala mo impoten samting. Arenjem rum blong taem pesen we i sik i kam insaed long klinik fes samting blong mekem i blong tekem tempereja blong hem. Ol nes i save kat hemia we i blong skul mo hemia we i stap long klinik be hemi risponsibol blong helpem nes blong skul, blong lukaotem ol student mo staf long sik rum blong skul.

Everi skul i mas kat ol Pesonol Protektiv Ekwipmen (PPE) blong yusum taem oli kea long wan studen we maet hem i kasem sik ia, (bae skul i save askem MoH blong helpem skul wetem PPE). Ol samting ia olsem spesel klos, ol disposobol mask, ol han klaf mo proteksen blong fes. Taem yu stap kea long wan studen bae sosel distensing i nomo kat mo i minim se yu mas save hao blong yusum ol PPE ia blong mekem se yu no kasem mo pasem long ol narafala studen.

1.10 Ol Kaliko blong Bed

Ol kaliko we i toti o sik man i bin yusum bae yu mas sokem long hot wota long wan haoa finis wasem wetem sop o wota detejen mo wota mo hangem long san blong i drae.

1.11 Manejmen blong ol Toti

- PPE mo ol toti blong hospitol / klinik i mas kat wan baket we i kat lid mo handol blong hem. Pesen we i empti baket toti ia i mas wasem gud han blong hem.
- Ol baket we i kat ol toti long hem oli mas raetem toktok ia long baket ia “Yelo baket blong ol toti” nomata wanem kala blong baket, hemi blong mekem sua nomo se everiwan i folem sem rul long taem blong sakem toti.
- Manejmen i mas toktok wetem Provinsol Helt Tim abaot hao o wea blong sakem ol toti ia.

OL OPERETA BLONG SKUL KANTIN

1.12 Ol Opereta blong Skul Kantin

Ol skul we skul kantin nao i stap fidim ol studen, manejmen i mas mekem everi efot blong mekem sua se kantin i open bagegen long wan sef fasin taem ol student i kam bak long skul. Ol operetta blong skul kantin i mas tingabaot ol samting ia:

- Faenem wan wei blong studen i save oderem kakae mo i no nid blong kat kontakt wetem ol staf blong kantin mo mekem sua se ol studen i no nid blong oli ko long ples blong kantin. Ol opereta blong kantin i save okenaesem blong ol tija nomo i save tekem oda blong lanj blong ol studen mo tija bifo klas i stat, blong ol opereta i save pakemap mo putum nem redi long ol kakae blong pikimap long lanj taem.
- Ol taem blong operet maet bae mas jenis blong mekem sua se everiwan i save kat inaf taem blong statem mo finisim brek mo lanj blong olgeta.
- Yumi mas enkarejem ol opereta blong kantin blong oli mas tekem ful stik blong vaksin, obsevem fisikol disensing mo werem mask long stret rod blong hem, eksept long ol skul we oli onsevem Recovery Alert Level 1, mo oli mas yusum han glaf taem hemi stap priperem mo sevem kakae.
- Provaedem fasiliti ples blong save wasem han long ples blong priperem kakae long kantin – olsem wota mo sop, o liquid sop mo sef running wota I wan mas bifo yu tajem kakae.
- Kontrolem krup.
- Klinim kaonta o tebol wetem disinfekten.
- No enkarejem ol skul kantin blong oli stap salem ol kakae we i no helti.

1.13 Ol Narafala Sevis Provaeda

Bai i kat ol trening sesen blong ol sevis provaeda blong ol skul bifo skul i open bagegen. Ol topik blong trening:

- Tekem tempereja – enkarejem impotens blong tekem tempereja long fored blong hed (blong tekem riding) mo no han o sam narafala eria.
- Han haejjin – ol transpot opereta (bas draeva, rurol sevis laesens (RSL) mo ol bot) i mas:
 - Obsevem ol rul blong wasem han mo mekem sua ol studen tu i mas praktisim.
 - Klinim oltaem trak mo bot wetem disinfekten.
- Ol sevis provaeda we yia blong ol i ova 18 oli mas karem everi stik blong COVID-19.

2. TAEM OL SKUL I OPEN BAGEGEN

Ol rul mo gaedlaen we i stap long seksen ia i ko long olgeta opereta blong ol skul we bae oli open bagegen mo long olgeta skul we oli open finis blong yumi mekem sua se bae ol skul ia oli save kohed blong open long wan sef wei.

2.1 Taem Pikinini i Kasem Skul

Ol skul prinsipol i mekem sua se:

- Standet Operesen Prosidja (SOP) in stap finis mo everi wan i save long hem. Ol tija mo staf i folem ol COVID-19 rul (stret yus blong mask, wasem han, mo fisikol distensing mo tu oli mas monitarem sefti rul blong COVID-19 long klasrum.
- Bifo skul i open bagegen mekem sua se ol testem ol tija mo staf long COVID-19, mo oli oraet be skul i stat.
- I mas kat wan tija o staf oltaem long entrens blong skul blong gaedem ol perens, mo student mo tu blong stap rimaendem olgeta long COVID-19 sefti rule olsem fisikol distensing, yusum mask mo wasem han. I mas kat wan visita buk i stap blong rikodem infomesen blong visita ia. buk ia i blong yusum sipos yumi nid blong mekem kontakt tresing sipos i kat nid.
- I kat wan tija blong stap welkam ol studen mo ol peren, ansa ol kwestin mo givim asurens long perens se bai ol pikinini blong olgeta i oraet. bae kat sam perens o keagiva mo ol studen we bae oli kat sam mo kwestin blong askem, yu olsem wan tija yu mas kat pesens mo andastanding long taem olsem.

2.2 Jekem Tempereja

Skul prinsipol i mas stap komyuniket oltaem wetem edukesen ofis blong provins blong save mekem wan disisen sipos i kat nid blong mekem tempereja jek long everi pesen we i kam insaed long yad/skul. Sipos i kat nid hemia ol gaedlaen blong folem:

- Yusum wan masin blong tempereja (temperature gun) we olgeta long helt i apruvum, blong mesarem sipos yu kat fiva o no.
- Eni pesen we i kat hae tempereja, no letem hem i kam insaed. Jekem tempereja blong olgeta 3 taem long dei ia bifo yu sendem hem i ko hom.
- Jusum wan staf blong stap oltaem long entrens blong skul blong stap jekem tempereja blong ol pipol bifo yu letem olgeta i kam insaed long skul (jekem tija, studen, ol narafala staf, ol peren o visita).
- Sapos tempereja i stap anda 37.5°C, pesen ia i save ko long skul o i save ko stat long wok blong hem.
- Sipos tempereja i 37.5°C or antap moa, no letem pesen ia i ko insaed long yad blong skul (lukluk poen 2.6).
- Yu mas stap disinfektem masin blong tempereja ia afta we yu yusum long moning mo long aftanun.

2.3 Long Taem blong Skul

Skul prinsipol i mas mekem sua se:

- Everi wokman blong skul, mo everi studen we yia blong olgeta i 12 i ko antap i mas werem gud **mask** blong olgeta be tekemaot nomo long taem blong kakae mo taem blong mekem spots (fisikol edukesen) – sipos skul i stap long Rikoveri Level Alert 1 no nid.
- Eni **kam tugeta** long skul i mas folem ol COVID-19 rul we i talem hamas pesen i save stap tugeta long wan spes.
- Ol klasrum i mas arenjem gud hamas studen i save sitdaon wantaem blong kipim **fisikol distensing**.
- Ol klasrum i mas kat **inaf fres ea mo win** i mas blo long wan daereksen. Sipos skul i yusum fan be win i mas flo long wan daereksen nomo blong save tekemaot olfala ea long klasrum mo letem fres ea i kam insaed.
- Sipos **komyuniti transmisen** i kam antap tumas, MoET i save provaedem sam aksen blong tekem long ol skul long eria ia.
- Namba blong perens mo keagiva we oli stap kam long yad blong skul i kam daon mo ol visita oli folem gud ol sef rul blong COVID-19. Sipos ol peren i wantem visit oli mas talem maot fastaem long skul.
- **Ol studen we oli harem se oli sik smol oli mas stap nomo long haos**, wan rejista nes i mas raetem wan leta blong talem maot hamas dei nao bae student i no kam long skul. Sipos studen i kasem ol saen blong COVID-19, bae hem i no nidim leta ia naoia. I mas kat sam plan i stap blong studen i save karem sam skul wok blong mekem taem hem i stap nomo long haos (hemia sipos hemi oraet inaf blong mekem wok blong hem).
- Ol peren o keagiva i mas stap givim apdet medikol ripot mo tritmen i ko long skul.
- Olgeta **posta** ia i mas stap long ol pablik ples we fulap man i save luk:
 - Han wasing wetem sop o liquid sop long ol ki taem olsem – ples blong kakae, ol toalet mo entrens i kam long skul.
 - Ol step blong wasem han - i stap antap o klosap ples blong wasem han.
 - Ol saen mo simptom – long klasrum mo ol komon eria.
- Ol pikinini i bisi wetem ol aktiviti blong **awenes long saed blong COVID-19**. toktok wetem ol staf blong MoH blong karem ol apdet materiel mo infomesen.
- Ol student mo tija i mas **no serem kakae**, ol tul, botel blong wota mo kap.
- Folem mo praktisim ol fasin blong **klinim mo disinfektem** ol samting.
- Bae yumi no save akseptem blong **man i toktok nogud o jajem** ol studen o famle blong olgeta we i kasem COVID-19 o sipos oli bin kat kontakt wetem wan pesen we i kasem COVID-19.
- Bae i kat saekososel sapot i kam long studen, staf mo peren/keagiva tru long kanseling o sipos i save kat sapot blong jioj bae i gud tumas, letem ol pipol ia i save long ol help ia. Ol staf blong skul i save kasem trening blong save karem diuti blong kanselem student o staf we i nidim help.

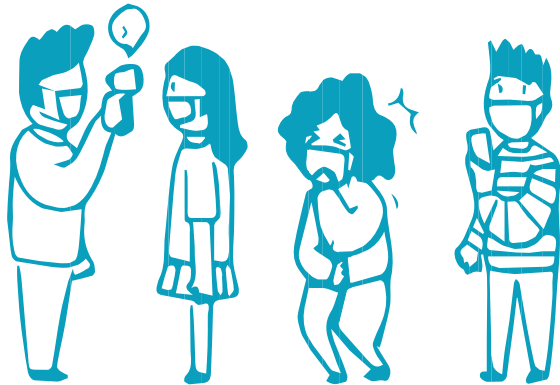
2.4 Ol Visita

- Visita we i no kat pemisen i no sud kam insaed long yad blong skul kasem taem hemi kasem wan notis.
- Peren / keagiva mo ol man blong mekem ripea mo deliverinomo long skul i save kam.
- Ol visita mo ol volontia we oli stap ko long skul yumi mas enkarejem olgeta blong ol mas kasem ful vaksinesen blong olgeta mo oli mas soem kad blong vaksinesen, mo oli mas jekem tempereja blong olgeta. Ol peren we oli wantem jekem fastaem sipos i sef blong sendem pikinini blong olgeta i ko bak long skul, hemi gud sipos olgeta peren ia i save jekem afta skul i finis. Ol skul i save mekem sam mo rul blong ol visita long taem klas i stap kohed. Sipos pesen we i stap long get i luk se wan peren/keagiva i save ko

insaed long skul nomata we hem i no kasem ful vaksin blong hem, bae skul i mas save fastaem mo visit ia i save tekem ples nomo afta long skul haoa. Sipos no everi rul blong letem wan visita i kam long skul i mas stap olsem.

- Everi volontia i mas kasem apruvol blong Provinsol Edukesen Ofis mo afta DG blong MoET o Daarekta blong Edukesen Sevis. Prosija blong ol volontia o visita i stap sem mak.

2.5 Ol Dei Trip mo Visita blong Narafala



Bai i nomo kat ol dei trip kasem taem i kat wan mo notis. Bae i kat jenj nomo sipos Provinsol Edukesen Ofis o prinsipol blong fomol mo no fomol teriary institusen i givim okay. Skul trip aotsaed long skul o tertiary institusen eria i minim se ol student i mas folem pablik COVID-19 rul.

2.6 Luk Save ol Saen blong COVID-19

Sipos i kat wan kes blong COVID-19, skul i mas handelem long wan kwaet mo andastanding wei mo infomesen ia i mas stap konfiden (tabu blong ko tokabaot olbaot). Nem blong pesen ia I mas no kamaot olbaot be talemaot nomo long MoH, hospitol o klinik we i stap klosap, mo komyuniti helth task fos. Long en blong dei talemaot long skul, mo mekem sua se everi rul blong COVID-19 i mas aplae. No tokabaotem nogud o rabisim pesen we i kasem COVID-19.

Plis tingbaot ol samting ia:

Eni student we i stat blong soem sam saen blong COVID-19, kwik taem hem i mas ko long ol helt otoriti.

- Trenem wan **Sapot Krup** we i kat ol staf memba i stap blong olgeta nao i save wanem blong mekem taem wan i stat blong soem ol saen blong COVID-19, blong oli stap foloap mo monitorem hem.
- **Sapot Krup** ia i sud wok klosap wetem ol tija we oli stap helpem ol komyuniti long priperesen blong ol wok blong COVID-19.
- Sipos oli faenem eni positiv kes taem oli stap mekem obsevesen blong olgeta, bae oli askem pesen we i afekted blong hem i ko stap long aesolesen (stap hem wan).
- Rikodem everi pesen we i no kam long skul o long wok, espeseli sipos hem i sik, olsem pat blong obsevesen prokram blong Sapot Krup.

2.7 Tresem ol Kontakt

Sipos i kat wan /o sam positive kes we oli faenem long skul, bae Seveilens Unit long Ministri blong Helt (investikesen unit) bae toktok wetem Skul Sapot Krup blong oli mekem kontakt treseing long klas blong pesen we i sik. Bae i kat mo gaedens i kam long Ministri Blong Helt long stret taem blong hem.

3. MANEJEM STAF MO STUDEN WE OLI KAT OL SAEN BLONG COVID-19

3.1 Manejem ol Staf mo Studen we oli kat Saen blong COVID-19 long skul

1. Ol staf mo student we oli kat saen blong COVID-19 oli mas **stap nomo long haos** mo letem prinsipol i save se bae oli no ko long skul. Oli sud ko karem tes blong olgeta long wan helt senta mo letem skul i save sipos tes i positiv.
2. Sipos wan staf memba o studen i kat ol saen blong COVID-19 taem hem i stap long skul, bae skul i sendem hem i ko hom blong hem i ko karem wan tes long helt senta. bae skul i kontaktem Emejensi Operesen Senta (EOC) blong letem olgeta i save se i kat wan saspekt kes bifo hem i kasem helt senta blong oli disaed long nekis step blong tekem.

3.2 Ol Saen blong COVID-19

I kat:

- Fiva
- Kolkol mo swet
- Kof
- Trot i so
- Sotwin
- Nus i ron
- No wantem kakae o no kat tes long kakae o smel
- Hed i so
- Masel i so
- Traot
- Bel i ron

Staf o studen we i kat ol saen mo simtomi sud ko tekem COVID-19 tes.

3.3 Kwarantín mo Obsevesen

Ol skul staf mo studen we oli soem se oli kat saen blong COVID-19 bae oli mas ko stap olgeta nomo long **sik rum blong skul** wetem wan peson we i risponsibol blong lukluk long studen o staf memba ia kasem peren o keagiva o medikol tim i save kam tekem hem.

3.4 Proteksen mo Haejjin blong Staf

Taem student o staf memba i stap hem wan (aesolesen), pesen we i risponsibol blong lukaotem sik studen/staf ia hemi impoten tumas blong hem i mas tekem Pesonol, Protekesen Ekwipmen (PPE) olsem han glaf, klos blong hospital, kot blong laborator, fes proteka o mask mo ol narafala samting blong protektem olgeta, mo mas stap **wasem han** oltaem blong protektem hem wan.

Sipos pikinini o staf memba i tes positiv, bai risponsibol pesen long klinik i mas ko tru long **Infeksen Privensen Kontrol (IPC) Komplians Asemen Tul** blong faenemaot sipos pesen long klinik ia i mas ko stap hem wan (kwarantín).

3.5 Skul Aksen /OI Nekis Step

Sipos skul blong yu i kat wan aktif kes blong COVID-19, wok tugeta wetem Minimum Helt Manejimen Standet (MHMS) blong MoH blong talemaot wanem bae skul i mekem. Hemia sam long ol samting bae skul i save mekem:

- Skul i klos long wan smol taem blong oli save mekem kontakt tresing mo mekem ol tes.
- Klinim o disinfektem ol ples we maet i kasem kontakt wetem pesen ia sipos MoH Infeksen Privensen mo Kontrol gaedlaen i talem. Hemia i minim disinfektem ol skul fenija mo ekwipmen wetem disinfeksen blong hospital.
- Bai ol skul i save operet bagegen taem COM's mo MoH i kivim okei blong save open.

3.6 OI Komon Toktok blong Yusum wetem Pesen we I Kasem COVID-19

- 1. Praemeri Klos Kontakt:** Wan we i bin kat fes to fes kontakt o i bin serem wan smol spes wetem wan pesen we i konfem se hem kasem sik ia long taem ia we hemi kasem infeksen (48 haoa bifo stat blong ol saen kasem taem hemi klia long sik ia).
- 2. Kasual Kontakt:** Wan we i bin stap long sem ples olsem pesen we i kasem COVID-19 long taem we pesen ia i sik i stap be hem i no kasem diskripsen olsem praemeri klos kontakt

4. WAN JEKLIS BIFO OPENEM SKULS BAGEGEN

Hemia i wan jeklis we yumi divelopem blong mekem sua se ol skul i kat ol COVID-19 sefti prosidja i stap bifo skul i save open bagegen, mo tu bae ol skul i save yusum olsem wan monitoring tul blong mekem sua se ol prosidja ia i kontinu blong stap long taem.

4.1 Skul Sapot Tim (SST)



- SST setemap mo trenem
- SST skul prinsipol mo tija i kat wan sef skul openem bagegen gaedlaen o plan

4.2 Taem Yu Kasem Skul

SST i developem dokumen (sop) blong soem ol skul muvmen mo i aotlaenem:



- Saen we oli makem hao mo wea ol studen i save folem blong ko mo kamaot long skul
- Mak blong soem 2m distens
- Tempereja jek – nomol, no nomol mo wanem aksen blong mekem
- Ples blong soem prof se ol staf, perens mo visita i karem vaksinesen finis
- Visita mo ol perens mas soem prof se oli bin kasem 2 vaksin finis bifo oli save ko insaed long skul yad.
- Han sanitaesa o sop mo wota long entrens blong skul blong han haejjin.

4.3 Masin blong Jekem Tempereja



- I kat masin blong tekem tempereja we i wok.
- staf /tija i save hao blong yusum.

Staf we oli jusum hem blong stap mekem tempereja jek:

- Nomol - $<37.5^{\circ}\text{C}$ – studen, staf, visita i save kam insaed long skul yad.
- Hae - $\geq 37.5^{\circ}\text{C}$ - studen, staf, visita i no alow blong kam long skul yad.
- Rejista mo rikodem tempereja everidei (makem det blong hem).

4.4 Fes Mask



- Mas kat saplae blong ol disposobol mo mask we yu save yusum bagegen i stap redi blong riplesem hemia we i no gud.

4.5 Wasem Han



- I kat posta we i soem ol step blong wasem han i stap long eria blong handwasing?
- I kat posta blong wasem han i stap long entrens blong skul, toelet mo ples blong kakae?
- Ples blong wasem han i gud i stap olsem we oli bin mekem?

OI Ples

- Eria blong toelet
- Entrens blong skul
- Kantin / ples blong kakae

Kwestin blong askem bifo yu wasem han

- I kat sop o liquid detejen i stap?
- I kat inaf klin wota saplae i stap?
- Sipos i no kat ples blong wasem han i stap, i kat han sanitaesa i stap (sanitaesa i mas 60% alcohol)?

4.6 Priperem OI Klasrum

- I kat inaf fres ea/win insaed long klasrum (ol windo mo doa i open)?
- I kat inaf muvmen blong ea o win (windo, elektik fan, ea kondisen)?
- Ol rum we oli sat olsem blong kompiuta mo staf rum – oli kat ea kondisen o inaf fres ea i muvmuv?
- Oli arenjem ol des blong mekem sua se i kat sef fisikol distens (tugeta saed, bak mo fran)?

4.7 OI Tul blong Klinim Klasrum



- Baket blong mop (wan baket blong yus long toelet wan blong klasrum)
- Hed blong mop (wan blong toelet mo wan blong klasrum).
- OI brum.
- OI kaliko blong klinim ol samting (disposobol wan).
- Disposobol glaf o raba glaf blong yus long haos.
- Sprei botel blong disinfekten.
- Disinfekten solusen (sodium hypochlorite o lojavel/blij).

4.8 Instraksen blong Klinim Skul



Skul i kat wan sef haejjin rul we i kat:

- Gaedlaen blong ol disinfeksen
- Lis blong ol sefis we I isi blong infeksen i stap long hem
- Hamas taem blong klinim

4.9 Toelet Fasiliti



- I kat toelet we i aksesibol mo i wok
- Flas o wota sil toelet we i wok.
- Rabis bin / baket blong sakem toti
- Baket o bin blong ol gel i save sakem ol toti long hem long toelet blong ol gel, mo i kat toelet blong ol woman tija.
- Sink mo tap we i wok.
- I kat sop o liquid detejen
- Plan blong hu i klin long wanem taem (wan rosta blong klinim ol toelet).

4.10 Rul blong Manejem Pesen we yu tink se hemi kasem COVID-19 – Sik Rum

Sik rum ia i mas kat seperet rum o spes wetem gudfala ventilesen o fres ea i save pas raon.
Sik rum ia i mas kat ol samting ia:



- Masin blong tempereja (tempereja gan)
- Jug blong wota
- Ol disposobol kap
- Ol bandej
- Bed/matres/pilo/kaliko blong bed mo blanket

Mas Kat ol PPE:



- Sejikol or N95 mask
- Gown/klos blong hospitol
- Mask blong protektem fes (fes shield)
- Ol glaf
- Imejensi kontakt lis mo kontakt pesen long klinik o hospitol we i klosap long skul (blong ripot eni wan student o tija we oli saspektem se oli kasem COVID-19 long taem blong skul)
- Rikodem studen/staf we i admit long sik rum
- Ples blong wasem han wetem sop mo wota o han sanitaesa (i kat alkol long hem)
- Baket we i kat handol long sakem ol toti we i infekious (isi blong spred) - we oli raetem “yelo baket blong ol toti”

4.11 Ol Pablik Saen o ol Mak



- Makem ol saen blong kam insaed mo ko aotsaed.
- Klia aro blong some ol daereksen blong wokabaot.
- Maem 2 mita distens blong ol student o staf i stanap long hem blong wet blong ko tru long skrining mo ol eria we bae had blong kontrolem kraod.
- Klia daereksen i ko long sik rum blong skul, toelet skul kantin mo ples blong wasem han.
- Ples we ol studen i wet long perens, keagiva o bas i pikimap o dropem olgeta.

4.12 Ol Sevis Provaeda



- bifo i sef blong ol skul i open bagegen i mas kat sef COVID-19 awenes miting i tekem ples wetem EVERI sevis provaeda blong tokabaot ol topik ia:
 - Tekem tempereja (fored no long bak blong han) bifo student i ko long bas o bot o RSL trak.
 - Han haejjin (mas kat sanitaesa long ol skul bas, RSL trak mo ol bot)
 - Disinfektem ol trak mo ol bot.
- Wan wan taem monita blong mekem sua se everi wan i stap folem gud ol rul iet.

4.13 Ol Opereta blong ol Skul Kantin



- Mekem sua se ol opereta i putum SOP long wan ples we everi wan i save luk.
- I kat wan sistem i stap blong oderem kakae, i no nid blong kat kontakt
- Saen blong makem 2m distens i stap long eria blong kantin.
- Han wasing fasiliti i wok gud – i kat sop, wota, mo pepa taowel.
- Long kaonta isud kat alkol sanitaesa (60% alkol).
- Rabis bin/baket blong sakem toti blong kakae.
- Rul blong hao yu save kontrolem tumas pipol blong no stap tugeta long wan taem.

4.14 Manajem Staf o Studen we oli kat ol Saen blong COVID-19

SOP i stap redi blong menejem olgeta we yu saspektem se oli kasem COVID. Ol proses ia stap olsem:

- Ol step blong manajem wan we yu saspektem se hemi kasem COVID-19
- Lis blong ol emejensi kontakt mo hu blong kontaktem long provinsol EOC o klinik we i stap klosap blong save refer saspekt i ko long hem.
- Rosta blong staf/tija we bae hem nao i lukaotem skul klinik long wan sef wei.
- Proteksen mo haejjin blong staf / tija
- Disinfektem/sanitaesem ol eria we vaerus i save stap long hem long klasrum (olsem ol fenija, mo ol kaliko blong bed etc...)

4.15 Lis Blong Saplae Blong ol Samting We Skul i Mas Kat Bifo i Save Open Begegen

Ol Samting	Referens
Baket blong mop (seraotem blong klasrum mo blong toelet)	1.4 Ol tul blong klinim skul
Hed blong mop (seraotem blong yusum long klasrum mo long toelet i difren)	
Brum	
Kaliko blong klinim ol samting (disposobol kaliko i gud)	
Disposobol han glaf	
Ol botel blong spre i (ol kontena we yumi save yusum blong spre olsem ol “botel we yu save squisim” blong save yusum olsem spre blong ditejen / disinfekten stret long top blong ol tebol o jea o spre i ko long ol kaliko blong i mekem spre i no ko olbaot long ea.	
Solusen blong disinfektem ples (eg. sodium hypochlorite o lojavel blong haos olsem janola – luk long seksen 1.4 blong save hao blong miks)	
Han sop o liquid sop we oli fitim i stap long wol	1.5 Wasem han
Alkol sanitaesa (sud kat 60% alkol) han sanitaesa (yusum blong wasem han taem sop mo wota i no kat)	
Pepa tawel (espeseli long toelet blong ol woman)	
Masin blong tekem temerja (blong jekem tempereja)	1.7 Masin blong temereja
Ol besik fes aid aetem blong putum long klinik blong skul (bed, kaliko blong bed, temomita, bowl o baket etc...)	1.9 Sik rum
Besik PPE (klos blong dokta, mask, han glaf mo samting blong protektem fes).	

5. STANDET OPERETING PROSIJA BLONG SKUL I OPEN BAKEGEN

Wetem help blong “Gaedlaen blong ol skul i open bakegen long wan sef fasin”, MoET hemi rikwestem wanwan prinsipol blong komplitim mo sendem tebol ia i kambak long Ofis blong Edukesen blong Provins blong yu bifo deit ia: _____

I - Infomesen blong skul	
Nem blong skul: ECCE/ Praemeri/Sekendri: Zon: Aelan: Provins:	
Skul hemi boding o day skul	
Nem blong prinsipol Namba blong fon Imel adres (sapos hemi gat wan)	
Nem blong Jeaman blong Skul Kaonsel Namba blong fon Imel adres (sapos hemi gat wan)	
Nem blong Jeaman blong Skul Helt Komiti Namba blong fon Imel adres (sapos hemi gat wan)	
Namba blong ol kel studen	
Namba blong ol boe studen	
Namba blong ol man tija	
Namba blong ol woman tija	
Namba blong ol staf blong skul olsem sekreteri, klina, jifkuk, handiman, etc.	
Hamas haoshol insaed long skul	
Hamas studen i gat spesol helt kondisen olsem sotwin, problem blong hat o eni narafala helt kondisen	
Hamas studen i gat disabiliti	
Hamas tija i gat spesol helt kondisen olsem sotwin, problem blong hat, hae blad presa o narafala helt kondisen.	
Hamas woman we oli liv insaed long skul i gat bel	
Hamas man mo woman wetem pikinini i liv wetem ol staff	
Skul i gat wan helt tija?	
Skul i gat wan klinik, dispensereri o infirmerie?	
I gat wan helt senta, klinik, dispensereri o haos meresin klosap long skul? Sapos yes long wanem distens	

Standet Prosija Blong Operesen Blong Skul

Tebol ia hem i impoten blong skul i fulumap blong mekem se Helt mo edukesen i letem skul blong yu blong open bagegen.

Wanem ia SOP: SOP hem i wan plan o ol step blong mekem bifo skul hem i save open bagegen

Sop #	Prosija we skul i shut gat	Yes	No	Sapos "No" komen from wanem i nogat / wetaem bae i save gat
1	Wan WASH o Helt komiti we i tren long saet blong besik COVID-19 protokol mo WASH praktis mo kaonseling blong COVID-19			
2	Ples blong wasem han wetem wota mo sop long evri impoten eria blong skul (Entrens blong skul, foret blong klasrum, foret blong tolet mo long playgraon mo ples blong kakai)			
3	Putum saen raon long skul blong public i save blong oli no kam insaet long eria blong skul			
	Evri studen, ol staf blong skul mo ol visita oli mas gat klin mask blong werem oltaem insaed long skul mo aotsaed			
4	Wan buk blong rikodem hu ia i kam mo ol infomesen long ples we hem i liv long hem mo ples we hemi kam long hem.			
5	Skul i gat kontak blong evri perens mo gadiens blong wan wan pikinini wetem infomesen blong ples we oli silip long hem.			
6	Skul i gat wan sik bay or wan rum blong isoletem pikinini o staf mo wet blong ko long isolation long helt senta o long haos			
7	Skul i gat wan taemtebol blong altenetiv skuling blong ol klas we namba i bigwan			
8	Tija o pikinini we i kasem flu i stap long haos be i mas pas long klinik blong test mo karem siklif			
9	Ol tebol oli stap 1.5 m longlongwe long olgeta			
10	Ol COVID-19 mo WASH poster i mas stap long evri klasrum, ples blong wasem han, aotsaet long meinhol mo entrans blong skul			
11	I gat ol saen long flo blong alaoem sosol distensing			
12	Ol tija oli kam eli blong sanitaesem ol tebol mo ol eria we ol studen mo staf oli usum plante			

Ministri blong Edukesen mo Trening Gaedlaen blong mekem skul i sef blong open bagegen
Mei 2022

Sop #	Prosija we skul i shut gat	Yes	No	Sapos "No" komen from wanem i nogat / wetaem bae i save gat
13	I gat masin blong jekem tempereja blong pikinini evri moning taem oli kam long skul mo tu evri visita			
14	Eni grup we i wantem visitim skul i mas gat wan spesel pemisen we i kam long ofis blong Edukesen long provins			
15	I gat HSP i redi sapos i gat seken weiv blong loktaon lo komiuniti			
16	I gat prokram blong awenes i ko long ol paren bifo skul hemi open bakegen			
17	Skul i gat plan blong save folemap lening blong ol studen we oli fraet blong kambak long skul.			
18	I gat man blong jekem tempereja i stap long mein entrens blong skul blong tekem tempereja blong evri studen, staf, parent mo visita we oli kam insaed long skul.			

Nem blong Prinsipol:

Saen: _____

Deit: ____/____/2022

Nem blong Jeaman blong Skul Kaonsel:

Saen: _____

6. PROSES BLONG APRUVUM OL STANDET OPERETING PROSIDJA

Bakgraon

Smol toktok ia i kam blong gaedem developmen blong apruvum ol proses mo kraeteria blong ol SOP long wanwan provins, mo tu i kat verifkesen blong Ministri blong Edukesen mo Trening olsem we i kamaot long pres rilis we MoET i bin mekem abaot wanem preperesen i mas stap long ol skul bifo oli save open bagegen long everi 6 provins.

Skop

Toktok ia i kavremap 4 ki eria:

1. Mesej abaot gaedlaen mo SOP i stap ko long ol skuls
2. Proposol mo apruvol proses blong ol SOP
3. Visit mo confemem / setifae
4. Ol Rol mo Risponsibiliti bitwin Skul, Provins, Provinsol Edukesen Ofis mo MoET

6.1 Mesej blong ol Gaedlaen mo ol SOP i ko long ol Skul

Gaedlaen blong Skul i Open Bagegen Sefli i stap long websaet blong MoET. Ol skul i mas ridim ol gaedlaen ia blong helpem olgeta blong oli save developem ol SOP blong skul blong olgeta olsem we Minstri blong Helt i talem. Komiti (PHPSC) bae i talem sipos wan skul i kasem inaf sko o namba blong oli save letem hem i openem skul bagegen.

Bae Provinsol Edukesen Ofis i okenaesem sam smol miting wetem ol skul long provins blong olgeta blong givim sam mo help long hao blong yusum gaed mo ol SOP. Bae oli yusum ol difren rod olsem: kam visit mo toktok, konfrens o telefon, imel mo ol narafala wei olsem. Long taem blong miting ia bae oli save tokbaot konten blong gaedlaen ia mo hao bae ol skul i yusum SOP templet ia blong developem SOP blong olgeta. Bae ol Provinsol PEO i talemoot ol dedlaen blong sendem ol SOP i go bak afta we MoET i givim daereksen long olgeta. Sipos wan skul i no kat kontakt o i kat isiu wetem komyunikesen, bae Provins i mas ko visit. Sipos sam skul i kat problem blong developem SOP blong olgeta bae Provins i mas tekem not long hem mo helpem hem blong adresem isiu ia kwik taem blong no delei ol skul blong oli no save open bagegen.

Provinsol Edukesen Ofis i mas raetem:

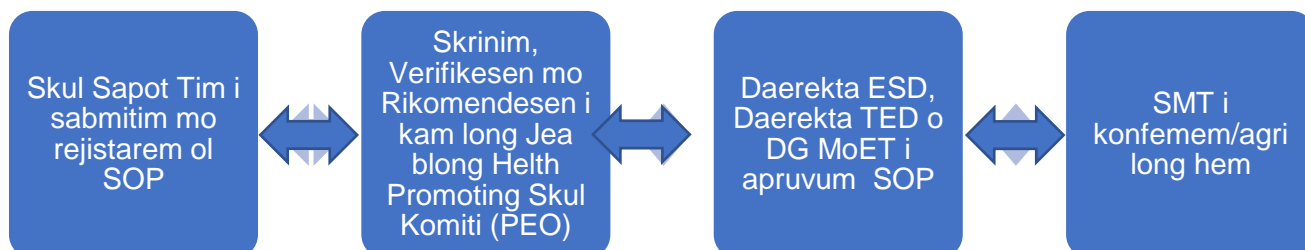
- Everi SOP we oli sabmitim
- Ol skul we oli kat problem blong developem SOP blong olgeta
- Ol SOP we oli no yusum standet templet we MoET i mekem.

Ol skul i mas folem gaedlaen ia blong developem SOP blong olgeta wetem manajemen komiti we hemi skul helt komiti o eni narafala aktiv komiti we skul kaonsel o skul administresen i bin apoentem.

Yu save faenem jelis blong SOP i stap tu [online](#) tru long google. Everi pepa we mifala i kasem bae i ko long ol stret Provinsol Edukesen Ofis blong oli rikodem mo sabmitim i ko long Provinsol HPSC.

6.2 Proses blong Apruvum mo Sabmitim ol SOP endorsement

4 step long seksen ia i soem ful proses blong hao blong sabmitim kasem taem oli apruvum SOP blong wan skul.



6.2.1 Sabmisen mo rejistresen blong ol SOP

Provins i apoentem Sapot Tim we i mas dabol jekem everi SOP wetem jeklis we i stap bifo sendem i ko long PHPSC. Ol foto copy blong ol SOP i mas ko tru long Provinsol Edukesen Sabmisen. Hemia oli save mekem long Provins sendem tru long Open Vemis imel, Mesenja, FesBuk, WhatsApp, IMO o mekem tru long Goodle link we MoET i bin sentem.

6.2.2 Skoring / Rikodem ol SOP

Komiti memba blong Helt Promoting Skul long Provins nao i risponsibol blong reviu ol SOP yusum wan skoring pepa.

I kat 19 aetem long jeklis blong SOP, mo wan aetem ia i kat wan poen. Aetem 1 – 15 valiu blong hem i Hae Prioriti, mo aetem 16 – 19 valiu blong hem i midium prioriti. Blong wan skul i save open bagegen naoia, hemi mas skorem 8/15 hae prioriti aetem. Ol sko ia oli mas rikodem long wan ovarol pepa, luk sampol long aneks 1. Riviui mas inkludem tu toktok we oli putum i stap. Sipos toktok i no laen ap wetem “tik” we yu mekem, man we I stap riviui I save jensem wan yes i ko long no o no i ko long yes.

6.2.3 Ol komiti i Konfemem mo mekem rikomendesen long ol sko

Olsem 4 step pikja antap i stap soem long yumi Provinsol Helth Promoting Skul Komiti i risponsibol tu blong riviui ol sko blong ol SOP.

Everi skul we oli bin sabmitim SOP blong olgeta i kam bae i kat tim i ko raon blong konfemem wanem yu putum long pepa. Sko we oli tekem mo oli apruvum bae hem nao i gaedem ol rikomendesen we Provinsol HPSC i mekem i ko long Daarekta ESD, Daarekta Ted or DG. Sipos man i wantem luk sko hemi save askem.

Kraeteria blong Givim poen

Poen	Posisen	Rikomendesen
18	Mitim everi samting we oli talem	Open bagegen naoia nomo – save yusum skul ia olsem wan gudfala eksampol long ol narafala skul
15 (long olgeta fes hae prioriti aetem)	Mitim plante long olgeta samting we oli talem	I save open bagegen , serem ol rikomendesen wetem ol narafala skul long ol ples we hemi save mekem sam mo impruvmen long hem
8 (aot long olgeta fes hae prioriti aetem)	Mitim ol ki standet o mein poen	Save open bagegen wetem strong rikomendesen blong mekem impruvmen long sam ki eria.
<8 o no SOP	No mitim plante long ol standet o ki poen.	No save open bagegen. Toktok wetem sam narafala skul tru long telefon o visit blong luk mo mekem sam prioriti aksen blong mekem impruvem long everi eria we oli bin talemaot.

Folem ol kraeteria ia, sendem lis blong ol skul we oli rikomendem se oli save open bagegen naoia i ko long PEO blong apruvum finis Daarekta Edukesen Sevis, Daarekta Tertiary Edukesen o Derekta Jenerol blong Ministri blong Edukesen mo Trening i endosem

6.2.4 Apruvul blong openem ol skul bagegen i kam long Daarekta Edukesen Sevis (ESD), Daarekta Tertiary Edukesen (TED) o Daarekta Jenerol (DG) blong MoET

Provinsol PEO i sabmitim lis we i kam long Provinsol HPSC blong ol skul we oli rikomendem se oli save open bagegen, i ko long Daarekta ESD, Daarekta TED o DG blong MoET.

Provinsol Edukesen Ofis bae i talemaot long ol skul ia sipos oli apruvum se skul blong ol isave open bagegen no let bitim 24 haoa afta we oli kasem apruvul long PEO long provins. Hemi oraet sipos PEO i givim sapot long HPSC mo talemaot long pablik o mekem wan anaonsmen.

Provinsol Edukesen Ofis bae i ko hed blong sapotem olgeta skul we sko blong olgeta i smol nomo.

Afta yu folem stret proses, yu mekem sko blong yu, provins i mas sendem disisen blong hem i ko long MoET blong oli endosem. MoET task fos we oli risponsibol blong openem ol skul bagegen i mekem sua se oli folem gud proses mo oli mekem folem stret fasin blong hem. MoET bae no kam insaed long ol disisen we i bin stap folem wij skul bae i save open bagegen long provins. Bae MoET i mekem sua nomo se kwaliti i stap mo oli bin folem stret proses mo kraeteria. MoET i mas mekem sua se hem i givim sapot long ol provins blong ol i mas mitim ol kraeteria blong save open bagegen olsem we i stap long gaedlaen. Hemia i save hapen tru long ol trening, pem ol saplae o ol samting long hadwea sto blong ol save yusum blong mekem skul i save mitim ol kraeteria blong save open bagegen.

6.3 Monita mo visit blong konfemem

Bae provins i stap mekem ol monitoring visit blong konfemem olgeta skul we oli mitim kraeteria blong save open bagegen. Long sem taem bae oli lukluk long ol skul we oli stap long ol rimot ples (long long we tumas long ol taon) o ol skul we oli no mitim kraeteria blong save open bagegen.

Taem we oli apruvum ol SOP finis, mo ol skul i open bagegen, oli sud tekem sam skul mo jekem olgeta long sam taem blong jekem sipos oli stap folem ol SOP blong olgeta iet. Bae ol audit ia oli folem semfala jeklis olsem blong SOP.

Raetem daon wanem yu faenemaot long ol visit ia, mo serem / tokabaot wetem PHPSC. Bae yumi save yusum olsem lesen we yumi lan long hem blong helpem yumi mekem impruvumen long ol fiuja sapot long ol skul.

6.4 Rol mo Responsibiliti bitwin ol skul, provins mo MoET

Stekholda	OI Rol
OI Skul	Developem mo submitim ol SOP Mekem sua blong folem mo implimentem SOP olsem gaedlaen i talem.
Provinsol Edukesen	Talemaot long ol skul abaot Gaedlaen mo SOP. Jekem SOP blong skul. Sapotem skul we i no mitim minimum SOP we i sud kat. Givim SOP i ko long provinsol HPS
Provinsol Helt Promoting Skul Komiti	Riviu membasip komiti (Skul Helt Promosen) olsem we i stap long polisi Riviu ol skul Rikomendesen blong openem skul bagegen Riviu ol sko Endosem ol rikomendesen
MoET	Apruvum ol skul blong save open bagegen Givimaot ol gaedlaen mo SOP templet Givim teknikal help i ko long ol provins Mekem sua se i kat kwaliti long proses we yu folem Sapotem ol provins blong oli save helpem ol skul Risivim Google sevei mo givim i ko long Provinsol Edukesen Ofis.
MoH	Toktok wetem MoET long situesen ia abaot siknes ia long Vanuatu mo hao i afektem ol skul. Givim teknikal sapot sipos MoET i askem.