**IMSB (I-V) KHANNA NAI ABADI EMIS:717**

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| **Risks** | **Actions** | **Responsibility** |
| **Mask Wearing Practices and Respiratory Etiquettes :**1. The students and teachers don’t wear masks properly (covering nose & mouth)
2. Masks are not worn after school timings
3. Inappropriate disposal of used masks
4. Not aware of, when to change mask
5. Poor respiratory hygiene practices, students cough and sneeze in open air and don’t cover mouth and nose
 | Awareness and training on proper use, removal and disposal of masks (surgical and cloth) and when to use new mask. And  Awareness and training on respiratory hygiene (coughing and sneezing) Availability of waste bins(no touch and with lids) for safe disposal of masks and tissuesAvailability of hand sanitizers / hand washing material for hand hygiene.Monitoring by SVCs | ITA for trainingSVC 1SVC 2PVCMaster trainers for continued corrections & mentorship |
| **SOPs reinforcement:**Adequate reinforcement material is lacking | SOPs poster for classesSOPs messages in easy-to-understand languageZero tolerance approach to ensure implementation of SOPsMonitoring by SVCs | ITASVCs |
| **Objects Sharing practices:**1. students – teacher (notebooks for checking),
2. students - student (pencils, books, eatables)
3. Teachers – teachers (board markers, registers etc)
4. Communal use of biometric system, toilets, water utensils- drinking glass and coolers etc.
 | **Plan Available** for increased routine disinfection of surfaces including doorknobs, Switches, tables, chairs, desks, Computers etc. | SCV 2 |
| **Timings for disinfection**:* Early morning before start of school / arrival of students & teacher
* After use by any students/teachers/etc. e.g. computers, desks.
 | SCV 2 |
| * Daily Monitoring of routine cleaning and disinfection
 | Designated SVC member |
| * Display preventive actions on visible places in classrooms & school corridors
 | Class teachers & School admin |
| * Keep each student’s belongings (stationary items/test copies/etc) separated from others in labeled containers in class
 | Class teachers and students |
| * Keep teaching staff’s stationary in labeled boxes separate. Adequate supply to be ensured
 | SVC 2/ FDE |
| * Encourage students and teachers to bring their own lunch and water bottles in the morning
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| **Screening Practices:**Lack of personal protective equipment for designated staff who oversee on-campus isolation room | Staff training on appropriate use of PPE | SVC 2 |
| PPE (face masks, gloves, gown, face shield) is provided to designated person | SVC 2 with the support of ITA |
| **Social Distancing** Lack of social distancing during entry, exit, breaks ,in the toilets during school time and on school vans  | Continued monitoring and mentorship to maintain social distance at all times in school | SVC 2SVC 1 |
| Schedule staggered timings of departure, arrival, breaks for different classes.  | SVC 2SVC 1 |
| Physical guides and nudges on hall ways and stairways, such as tape on floors and signs on walls to promote social distancing  | SVC 2 with the support of ITA |
| Wearing masks consistently and correctly all the time | All  |
| Increase air flow in classroom and in toilets as much as possible throughout the school day by leaving windows open and keeping exhaust fans turned on | SVC 2SVC 1 |
| Awareness sessions with drivers on importance of* Cleaning and disinfecting between trips
* Wearing masks consistently and correctly (over mouth and nose)
* Maintaining a social distance
* Opening windows for improve ventilation
 | PVCSVC 2 |

**IMSB (I-V) SOHAN EMIS:726**

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| **Risks** | **Actions** | **Responsibility** |
| **Mask Wearing Practices:**1. The students & teachers don’t wear masks properly (covering nose & mouth)
2. Masks are not worn after school timings
3. Inappropriate disposal of used masks
4. Not aware of, when to change mask
 | Awareness and training on use of mask, proper mask disposal and when to use new mask.Availability of waste bin for mask disposalAvailability of hand sanitizers / hand washing material for hand hygiene.Monitoring by SVCs | ITA for trainingSVC-1SVC-2PVCMaster trainers for continued corrections & mentorship |
| **SOP reinforcement:**Adequate reinforcement material is lacking | SOP poster for classesSOP messages in easy-to-understand languageMonitoring by SVCs | ITASVCs |
| **Object Sharing Practices:**1. students – teacher (notebooks for checking),
2. students - student (pencils, books, eatables)
3. Teachers – teachers (board markers, registers etc)
4. Communal use of biometric systems, toilets, water coolers etc.
 | **Plan Available** for regular disinfection available for surfaces including doorknobs, Switches, tables, chairs, desks, Computers etc. | SCV-2 |
| **Timings for disinfection**:* Early morning before start of school / arrival of students & teacher
* After use by any students/teachers/etc. e.g. computers, desks,
 | SCV-2 |
| Daily Monitoring of routine cleaning and disinfection  | Designated SVC member |
| Display preventive actions on visible places in classrooms & school corridors | Class teachers & School admin |
| * Keep each student’s belongings (stationary items/test copies/etc) separated from others in labeled containers in class
 | Class teachers and students |
| * Keep teaching staff’s stationary in labeled boxes separate. Adequate supply to be ensured
 | SVC-2/ FDE |
| **Screening:**Designated staff is not properly trained to perform screening and monitoring of symptoms | * Staff training on COVID -19 symptom screening and appropriate use of PPE
 | SVC-2 |
| PPE (face masks, gloves, gown, face shield) is provided to designated person | SVC-2 with the support of ITA |
| **Social Distancing** Lack of social distance during entry, exit, and breaks during school time | Continued monitoring and mentorship for maintain social distance at all times | SVC-2SVC-1 |
| Schedule staggered timings of departure, arrival, breaks for different classes.  | SVC-2SVC-1 |
| Physical guides and nudges on hall ways and stairways, such as tape on floors and signs on walls to promote social distancing  | SVC with the support of ITA |
| Wearing masks consistently and correctly  | All  |

**IMSB (I-V) SEVERA EMIS:746**

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| **Risks** | **Actions** | **Responsibility** |
| **Mask Wearing Practices and Respiratory Etiquettes :**1. The students and teachers don’t wear masks properly (covering nose & mouth)
2. Masks are not worn after school timings
3. Inappropriate disposal of used masks
4. Not aware of, when to change mask
5. Poor respiratory hygiene practices, students don’t cover mouth and nose while sneezing
 | Awareness and training on proper use, removal and disposal of masks (surgical and cloth) and when to use new masks. And  Awareness and training on respiratory hygiene (coughing and sneezing) etiquettesAvailability of waste bins(no touch and with lids) for safe disposal of masks and tissuesAvailability of hand sanitizers / hand washing material for hand hygiene.Monitoring by SVCs | ITA for trainingSVC-1SVC-2PVCMaster trainers for continued corrections & mentorship |
| **SOP reinforcement:**Adequate reinforcement material is lacking | SOP poster for classesSOP messages in easy-to-understand languageMonitoring by SVCs | ITASVCs |
| **Objects Sharing practices:**1. students – teacher (notebooks for checking),
2. students - student (pencils, books, eatables)
3. Teachers – teachers (board markers, registers etc)
4. Communal use of biometric systems, toilets, water utensils- drinking glass and coolers etc.
 | **Plan Available** for increased routine disinfection of surfaces including doorknobs, Switches, tables, chairs, desks, Computers etc. | SCV-2 |
| **Timings for disinfection**:* Early morning before start of school / arrival of students & teacher
* After use by any students/teachers/etc. e.g. computers, desks.
 | SCV-2 |
| Daily Monitoring of routine cleaning and disinfection  | Designated SVC member |
| Display preventive actions on visible places in classrooms & school corridors | Class teachers & School admin |
| * Keep each student’s belongings (stationary items/test copies/etc) separated from others in labeled containers in class
 | Class teachers and students |
| * Keep teaching staff’s stationary in labeled boxes separate. Adequate supply to be ensured
 | SVC-2/ FDE |
| * Encourage students and teachers to bring their own lunch and water bottles in the morning
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| **Screening Practices:**1. Designated staff is not properly trained to perform screening and monitoring of symptoms
2. No trained substitute for screening , if designated person gets sick or on leave
 | Staff training on COVID -19 symptom screening and appropriate use of PPE | SVC-2 |
| PPE (face masks, gloves, gown, face shield) is provided to designated person | SVC-2 with the support of ITA |
| Designate a trained substitute/ back-up staff for uninterrupted daily screening  | SVC-2 |
| **Social Distancing** Lack of social distance during entry, exit, and breaks during school time | Continued monitoring and mentorship for maintain social distance at all times | SVC-2SVC-1 |
| Schedule staggered timings of departure, arrival, breaks for different classes.  | SVC-2SVC-1 |
| Physical guides and nudges on hallways and stairways, such as tape on floors and signs on walls to promote social distancing  | SVC with the support of ITA |
| Wearing masks consistently and correctly  | All  |
| Increase air flow in classroom as much as possible throughout the school day by leaving windows open | SVC-2SVC-1 |