



*Ministero dell'Istruzione*  
*Ufficio Scolastico Regionale per l'Emilia-Romagna*  
*- Il Direttore Generale -*

**Allegato alla nota 11 agosto 2020, avente ad oggetto: "ANNO SCOLASTICO 2020/21 E COVID-19. MATERIALI PER LA RIPARTENZA - 16 – Rientrare a scuola in sicurezza. Checklist di supporto per le famiglie"**



### **TIPS FOR FAMILIES**

#### **HOW TO SAFELY PREPARE THE RETURN TO SCHOOL WITH YOUR CHILDREN DRAFT OF A POSSIBLE CHECKLIST TO BE MODIFIED AND INTEGRATED AS REQUIRED**

**1. Check the temperature**

Check your child every morning for signs of illness. If his/her temperature exceeds 37.5 degrees, he can't go to school.

**2. Check that the child is well**

Make sure he does not have a sore throat or other signs of illness, such as coughing, diarrhea, headache, vomiting or muscle pain. If he is not in good health, he cannot go to school.

**3. No school if the child has had contact with positive cases**

If he had contact with a COVID-19 case, he can't go to school. Please follow the Health Department's quarantine guidelines carefully.

**4. Inform the school who to contact**

If you haven't already done so, inform the school which people to contact in case your child doesn't feel well at school: Names, Surnames, phones or mobile phones, places of work, any further information useful to speed up the contact.

**5. Attention to hygiene**

At home, practice and make the correct handwashing techniques, especially before and after eating, sneezing, coughing, before adjusting the mask and explain to your child why it is important. Make it fun for children.

**6. Get bottles with the name**

Provide your child with a bottle of water identifiable by first and last name.



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7. Teach the importance of routine

Develop daily routines before and after school, e.g. decide exactly what to put in the backpack for school in the morning (such as personal hand sanitizer and an extra mask) and what to do when coming back home (wash hands immediately, where to store the mask depending on whether it is disposable or washable; ...).

8. Talk to your child about precautions to be taken at school:

- Wash and disinfect hands more often.
- Keep physical distance from other students.
- Wear the mask.
- Avoid sharing objects with other students, including water bottles, devices, writing instruments, books...
- ...

9. Talk to the school

Find out how the school will inform the families about a possible case of COVID-19 infection and the rules that will be followed in such cases.

10. Think about transport

Plan and organize your child's transportation to and from school:

- If your child uses public transport (train, bus, school transport), prepare him/her to always wear the mask and not to touch his/her face with his/her hands without first disinfecting them. If he is a little child, explain to him that he cannot put his hands in his mouth. Make sure that he understands the importance of following the rules on board.
- If he goes in the car with other schoolmates, accompanied by the parents of one of them, explain to him that he must always follow the rules: mask, distancing, hand cleaning.

11. Be a good example

Reinforce the concept of physical distancing, cleaning and use of the mask, always providing a good example.

12. Inform yourself about the rules adopted by the school

For example, those for physical education and free activities (such as breaks) and the rules of the canteen, so that you can explain them to your child, asking him to respect them carefully. Keep up how your school intends to lead on students so that they follow the rules to reduce the spread of COVID-19, to prepare your child to follow them.



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13. Keep a supply of masks at home so that you can change them whenever necessary. Provide your child with a spare mask in the backpack, closed in a little bag. If you provide reusable masks, also provide a bag to store the used mask to bring home for washing.

If you use reusable cotton masks, they must:

- cover the nose and mouth and the beginning of the cheeks...
- be secured with laces around the ears
- have at least two layers of fabric
- allow respiration
- be washable with hand soap or in the washing machine and be ironed (steam at 90° is an excellent natural disinfectant without contraindications).

If you provide your child with fabric masks, make sure that they are recognisable and cannot be confused with those of other pupils.

14. Train your child to remove and put on the mask by only touching the laces.

15. Explain to your child that he might meet some classmates at school who can't wear a mask.

Therefore, he must keep a safe distance, keep the mask and follow the instructions of the teachers.

Consider providing your child with a little bag (e.g. a labelled resealable bag) to take to school to store the mask when he or she eats; make sure he or she knows not to put the mask on any surface or get it dirty.

16. If you have a small child, prepare him or her for the school to look different.

E.g. desks apart, teachers keeping physical distance, possibility to stay in class at lunchtime.

17. Talk to your child

After returning from school, find out how things are going and how he/she is interacting with classmates and teachers. Find out how your child is feeling and if he or she is feeling disoriented by the news. Help him or her to deal with any discomfort; if he or she reports inappropriate behaviour from other pupils, talk to the teachers and the Headmaster immediately.

Pay attention to changes in behaviour such as excessive crying or irritation, excessive worry or sadness, bad eating or sleeping habits, difficulties in concentration, which can be signs of stress and anxiety. But be careful not to transmit your stress and anxiety or concerns beyond measure.



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18. Attend school meetings, even if at a distance

Being informed and connected can reduce your feelings of anxiety and offer you a way to express and rationalize any concerns you may have.

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### **Additional tips for families of pupils with disabilities**

#### **Health problems related to contagion**

- Check with your child's neuropsychiatrist and treating physicians if your child's condition (e.g. ease of infection, problems with medications, behavioural problems, etc.) is particularly complex compared to the covid-19 risk, so that specific solutions are needed.  
If necessary, ask for a reasonable solution.
- If your child presents particular complexities in the event that he or she needs help at school, have his or her caregivers draw up instructions that must be communicated both to the school and to 118, so that everyone knows how to intervene, avoiding even more serious consequences.
- If your child has problems with lowering his or her immune system or health problems that do not allow him or her to stay in school when there is an increased risk of contagion, have the doctors in charge of the child's health certify it, present it to the school and ask them to prepare integrated digital teaching and home education courses, to be activated if necessary, without further loss of time for the organization.

#### **Hygienic behaviors (commit to teaching him/her even if it is difficult)**

- Always provide your child with supplies of paper tissues in the backpack and teach him/her to throw them away after each use; also provide disinfectant wipes and teach how to use them.
- Teach your child to never drink from taps; provide personalized water bottles so that he is sure to always recognize them.
- Teach him/her not to touch his face with his hands without disinfecting them first, when he is in a public place.



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<b>Use of personal protective equipment</b>
<ul style="list-style-type: none"><li>• "Students with forms of disability not compatible with continuous use are not subject to the obligation to use the mask". Carefully evaluate with your doctor if your child falls into the condition of objective incompatibility of use. If compatible, in fact, it is important to teach your child the use of the mask, to protect his safety.</li></ul>
<ul style="list-style-type: none"><li>• If your child cannot use masks or transparent visors prepare him for the fact that the people around him will use them: teachers and educators. School staff must be protected from contagion like any worker.</li></ul>
<ul style="list-style-type: none"><li>• If your child is deaf and lip-reading it is good to ask the school to provide him and the class with clear visors, rather than face masks. There are also masks with a transparent front panel but they are not necessarily comfortable for everyone.</li></ul>
<b>Problem of school transport</b>
<ul style="list-style-type: none"><li>• If the doctors treating your child detect particular difficulties with respect to the risk of contagion during school transport, have the special requests formally certified and present them to the Municipality and to the school for information.</li></ul>
<ul style="list-style-type: none"><li>• Check the provisions for waiting for the bus or after getting off the bus, in order to ensure that they are adequate for the needs attested by the doctors treating your child and to request changes if necessary.</li></ul>
<b>Different needs</b>
<ul style="list-style-type: none"><li>• If, despite the school organization, the doctor believes that special measures should be taken to contain the risk of contagion (for example, to access to the school premises, to go out into the territory, for breaks, for the canteen, for physical education, ...), these must be certified and presented to the school to agree as much as possible and to organize according to the principle of legitimate accommodation.</li></ul>
<b>Use of toilets</b>
<ul style="list-style-type: none"><li>• Keep up how the school has organized the use of the toilets for the disabled and offer your contribution for any suggestions for improvement.</li></ul>
<ul style="list-style-type: none"><li>• Teach your child (if possible) to disinfect door handles, toilet surface and faucets with disinfectant wipes before using them and to disinfect their hands immediately after leaving the bathroom and before returning to class.</li></ul>



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### **Understanding covid-19 signage**

- Make sure that the signs on anti-contagion behaviors are understandable for your child (if not, find possible alternative tools with the school, such as augmentative and alternative communication).
- Similarly, pay attention to the signs on the floor (for example to ensure spacing, separate the flows in the corridors, indicate collection points, ...) to check if it is understandable and possibly request additions.

### **Other organizational measures**

- Formulate at the school all the further organizational proposals useful for the protection of the health of your child as well as his / her companions.

### **Additional tips for families of pupils with specific learning disabilities**

- Have the school send you all the information for anti-contagion safety and the various provisions in readable format with speech synthesis or, otherwise, make yourself available to translate them with speech synthesis. Collaborating with the school is an indication of responsible parenting.
- Make sure that all safety information, provisions and organizational rules (for example those for the use of laboratories and workshops) are understandable to him and are learned by him.
- Make sure he has a clear understanding of the new organization, what to pack every morning; prepare or help him prepare new calendars of activities with an indication, day by day, of what he needs.
- Remind him not to borrow things from others and not to lend their own, not out of selfishness but out of security.
- ...