

9<sup>th</sup> February 2020

Dear Students, Parents / Guardians

**STEPPING UP PRECAUTIONARY MEASURES IN SSTC INSTITUTE AGAINST THE NOVEL CORONAVIRUS OUTBREAK IN SINGAPORE**

We would like to inform you that in view of the risk assessment for the novel coronavirus outbreak in Singapore raised from DORSCON Yellow to DORSCON Orange on Friday 7th Feb 2020, the Singapore Government has introduced additional precautionary measures.

It is pertinent to note that since our first letter to you dated 29 Jan 2020, MOH has provided health advisories specific to different sectors, as in <https://www.moh.gov.sg/2019-ncov-wuhan/advisories-for-various-sectors>.

For the Education sector, the following advisories are relevant to us and SSTC has implemented the precautionary measures as guided to ensure that our institute remains a safe and healthy learning environment.

1. Stepping Up Precautionary Measures in Schools (07 Feb 2020)
2. Additional Precautionary Measures against the 2019 Novel Coronavirus Infection (04 Feb 2020)
3. Stepping Up Precautionary Measures Against the Wuhan Coronavirus Infection: Leave of Absence for Students and Staff Returning from Mainland China (27 Jan 2020)
4. FAQs on 2019-nCoV infection in Singapore (Education Sector)

To enhance the protection of our school students and staff against the novel coronavirus infection, SSTC implemented additional precautionary measures to minimise congregation of students in large numbers. These measures include:

- a. Health checks and temperature screening for all children, staff and visitors to continue. The frequency of temperature taking for children and staff will be increased.
- b. Any persons found to be unwell or has a fever will immediately be asked to seek medical attention.
- c. In addition to the current contact trace records, all visitors are to record their temperature before entry and are to be escorted.
- d. We have good communications with the Building Management at City Square Mall and will continue to support them in their efforts, following their guidelines.
- e. Large group and communal activities such as assemblies and mass celebrations will be suspended.
- f. School-based CCAs and after-school programmes conducted in our premise may continue, in smaller groups.

- g. Break time in schools will continue to be staggered.
- h. Students are encouraged to eat within the school premises rather than to venture out into crowded places.
- i. Students are constantly reminded to wash their hands for good personal hygiene.
- j. Hand sanitizers are provided when students and staff enter the school premise.
- k. Common areas in the school are disinfected on a regular basis.
- l. All teachers have been informed to be more vigilant and to spot students who show signs of illness especially during this period.
- m. Surgical face masks are available for persons who require them.

At the individual level, all staff and students are advised to practise good personal hygiene and social responsibility. Everyone is to:

- a. Avoid shaking hands and avoid touching their eyes and mouths so as to reduce the risk of infection to themselves and others.
- b. Wash their hands with soap and water regularly.
- c. Monitor their temperature at least twice a day, and seek medical attention when they are feeling unwell such as having a fever, a bad cold (runny nose, bad cough), sore throat, vomiting or diarrhoea.
- d. Wear a surgical face mask if they are coughing or sneezing (allergies or sensitivity) to prevent infecting others.

Special precautions will be carried out to ensure those staff or students that returned from Leave of Absence (LOA) are healthy and well to return to work or attend classes respectively. Likewise for those who have been on medical leave and are returning to school.

Students who are on an LOA will continue to be supported by home-based learning assigned by the teacher. They are advised to remain at home and be contactable at all times, minimise time spent in public places and minimise direct contact with other people. They should also monitor their health and temperature regularly.

All classes will carry on as scheduled. Students are discouraged from taking leave which will disrupt their learning, unless for valid reasons. All leave applications will be considered on a case-by-case basis.

We will keep you updated should there be any changes. We will continue to follow the guidelines and circulars released by the Singapore Government.

We would like to take this opportunity to thank you for your continued support and trust. Should you have any questions, please feel free to contact us at +65 62355685.

Thank you for your co-operation and understanding.

Regards



Wayne Ho

Executive Director, Operations