



February 25, 2022, Friday

Dear Parents,

After we sent out HIS's *COVID-19 Prevention and Academic Operation Guidelines for the New Semester* last Monday, the Ministry of Education distributed the revised *COVID-19 Prevention and Management Guidelines for Kindergarten, Elementary, Secondary, and Special Schools*. So, we are sending to you HIS's revised guidelines to reflect the revisions they made. (The parts highlighted in yellow are the ones changed.)

HIS COVID-19 Response Team discussed the recent COVID-19 situation and the Ministry of Education's guidelines that each school can choose remote learning for the first two weeks of school. But, we decided to keep our previous decision that we will **proceed with normal academic operation, with all students attending school in-person, from opening day on March 2nd (Wednesday)**.

In order to start the semester safely, we ask every student to **take a rapid antigen test (RAT) before returning to school**. Faculty and staff have already taken RATs using kits, and it has been announced that dorm students are required to do RATs before entering dorms. We strongly recommend that students commuting from home to school also take RATs before returning to school for themselves and the whole school community.

I hope that all HIS families will experience the grace and peace of our Lord even in these uncertain circumstances.

Dr. Hae-Kyeong Park, Principal



# New Semester COVID-19 Prevention and Academic Operation Guidelines (Revised)

## 1 COVID-19 Prevention Guidelines\*

\*Source: COVID-19 prevention and management for elementary, middle, high, and special schools (Ministry of Education, 6<sup>th</sup> ed. **revised**)

### 1) Characteristics of Omicron variation

- (Contagiousness·Severity) The rate of severity is lower than that of Delta, but the transmission power is 2-3 times higher, leading to an increase in confirmed cases.
- (Vaccine effect) Reduced vaccine effectiveness, such as prevention of infection and severity, compared to Delta.
- (Clinical characteristics) 40-50% of patients are **asymptomatic**. The main symptoms of symptomatic patients are **fever (above 37.5°C), coughing, breathing difficulty, chills, muscle pain, headache, sore throat, loss of smell and taste**, etc.

※ If any of these symptoms occur, notify your homeroom teacher, stop attending school, and take a RAT test.

### 2) Measures for various situations

Situation		Vaccination status, etc.		Immediate action	Testing	Follow-up
If I am...	A confirmed person	Completed or not		Stop attending school, Quarantine (7 days)	No testing before quarantine ends (Positive results possible for up to 6 months from release)	Can attend school
	A close contact	Completed		Can attend school, Passive monitoring (7 days)	PCR testing right after being notified and on the 6 <sup>th</sup> or 7 <sup>th</sup> day of passive monitoring	Positive: Confirmed -> stop attending school Negative: Can attend school
		Not Completed		Stop attending school, Quarantine (7 days)	PCR testing right after being notified and on the 6 <sup>th</sup> or 7 <sup>th</sup> day of quarantine	Positive: Confirmed -> stop attending school Negative: Can attend school, RAT testing twice (2 or 3 days apart)
	A contact	Completed or not	High-risk health conditions	Return home for PCR testing	PCR testing with the principal's recommendation	Positive: Confirmed -> stop attending school Negative: Can attend school, passive monitoring (7 days)
			Other	Return home for RAT testing	RAT (rapid antigen test)(preemptive testing included) testing	For each RAT testing, Positive: PCR testing Negative: Can attend



				3 times (every 2 days for 7 days) (Home, designated medical institution, screening clinic)	school
If someone living with me is...	A confirmed patient (treated at home)	Completed	Can attend school, Passive monitoring (7 days)	PCR testing right after being notified and on the 6 <sup>th</sup> or 7 <sup>th</sup> day of passive monitoring	Positive: Confirmed -> stop attending school Negative: Can attend school
		Not Completed	Stop attending school, Quarantine (7 days)	PCR testing right after being notified on the 6 <sup>th</sup> or 7 <sup>th</sup> day of quarantine	Positive: Confirmed -> stop attending school Negative: Can attend school
	A close contact	Completed or not	Can attend school	RAT on the 6 <sup>th</sup> or 7 <sup>th</sup> day of quarantine (or from the day of quarantine designation)	Positive: PCR testing Negative: Can attend school
	A contact	Completed or not	Can attend school	No testing	N/A

- **Preemptive RAT testing:** You are advised to take self RAT testing twice a week (students) and once a week (faculty/staff) using the kits provided by the Office of Education. (subject to change depending on whether or not the Office of Education provides RAT kits and on the situation)
- **Confirmed persons or close contacts** are classified and notified by COVID-19 response authorities; **Contacts** are classified and notified by the school
- **Contacts** are:
  - Those who have worked and lived in the same room (e.g., homeroom, office, dorm room)
  - (The other conditions removed)
- **Completed vaccination status:** Those who
  - Passed 14 to 90 days after taking the 2<sup>nd</sup> vaccine shot
  - Took the 2<sup>nd</sup> vaccine shot and then were notified to be confirmed persons
  - Took the vaccine booster shot (including those who became confirmed persons after taking the vaccine booster shot)
- **Passive monitoring:** Checking your own fever and respiratory symptoms while living daily life, including attending school, and contacting the public health center if there are any symptoms. **Must wear a KF94(or comparable) mask at all times**
- **After being released from quarantine or passive monitoring,** you need to do the following for 3 days:
  - Wear a **KF94(or comparable) mask** at all times
  - Do not use (visit) facilities with high risk of infection (multi-use facilities, facilities vulnerable to infection, etc.).
  - Refrain from private gatherings
- **If COVID-19 symptoms are found during passive monitoring,** you have to be self-quarantined immediately and take a PCR test.
- How to submit negative RAT results before attending school,
  - From home: Submit **the guardian confirmation form** provided by HIS or **the RAT kit (sealed)** that you used.



- From screening clinic or designated medical institution: Submit a **negative result confirmation** or a **doctor's note**
- **In case a dorm student is notified to stop attending school or to be a contact with symptoms of COVID-19 or high-risk health conditions**, he/she must wait first in the temporary observation room of the school during school hours or in the temporary observation room on the 2nd floor of Love Residence Hall after school and **his/her guardian must quickly come to the dormitory to pick up the student**. (There may be other cases where a dorm student's guardian must come to pick up the student.)

### 3) How to respond before and after coming to school

#### (1) Before coming to school

- If the student is notified to be a confirmed person, close contact(vaccination not completed), or contact, or if somebody living with the student is notified to be a confirmed person and the student's vaccination not completed, the student must stop attending school and take the measures outlined in 「2) Measures for various situations」.
- If the student recognizes a suspected symptom of COVID-19 when checking their health at home
  - The student must stop attending school, report it on the self-diagnosis app, and notify their homeroom teacher.
  - The student must self-test with a RAT kit or take a RAT at a screening clinic or designated medical institution.
  - If the student tests negative, he/she can attend school. But, if symptoms persist, the student should stay at home and monitor their health. If symptoms are weakened or disappear, they can go to school after notifying their homeroom teacher.  
※ If a fever of 37.5°C or higher persists or symptoms worsen, the student must visit a screening clinic or designated medical institution.
  - If the student tests positive, they must take a PCR test. If the PCR test result is positive, the student must stop attending school and start quarantine. If the test result is negative, they can attend school.

#### (2) Coming to school

- All students must sanitize their hands and check their masks and temperature at the entrance of Vision Hall and Mission Hall.  
※ Students must wear **health masks (KF80 or higher)** in daily use and **KF94 or higher masks** for 3 days when released from quarantine or during passive monitoring.
- If students display COVID-19 symptoms, such as a fever of 37.5°C or higher, the guardian must take their child home and test the child using a RAT kit, or bring the child to a nearby screening clinic or designated medical institution for treatment and examination  
※ Students must wear a health mask and wait in the temporary observation room until their guardian arrives.

#### (3) At school (during class)



- Students should refrain from unnecessary movements.
- If a student is found to have suspected symptoms of COVID-19, a staff member in charge will have them wear a health mask and bring them to the temporary observation room, check for further symptoms, and notify their guardian. The guardian must take their child home and test them using a RAT kit, or bring the child to a nearby screening clinic or designated medical institution for treatment and examination.
- Students must sanitize their hands and check their body temperature at the entrance of the school cafeteria, sit in **their designated seats**, and eat without talking.

#### 4) Personal COVID-19 prevention guidelines

Do's	Don'ts
<ul style="list-style-type: none"> <li>● Wear <b>KF 80 or higher masks</b>.</li> <li>● Keep social distancing</li> <li>● Wash your hands with soap and water or sanitizer:                             <ul style="list-style-type: none"> <li>○ After working out or break</li> <li>○ Before eating</li> <li>○ As you enter the school building</li> <li>○ After using the bathroom</li> <li>○ As you enter your home or dorm</li> <li>○ Before and after wearing masks</li> </ul> </li> <li>● When coughing or sneezing, do it with your mouth covered by tissues or your sleeve and then dispose of used tissues in a trash can with a lid and wash your hands thoroughly with soap and water for at least 30 seconds.</li> <li>● Ventilate frequently.</li> </ul>	<ul style="list-style-type: none"> <li>● Don't attend school if you have COVID-19 symptoms</li> <li>● Don't touch your eyes, nose, or mouth with unwashed hands</li> <li>● Don't share cups, water bottles, plates, writing utensils, towels, etc.</li> <li>● Don't share food.</li> <li>● Don't brush teeth at school: in special cases, e.g. for orthodontic braces, students may brush their teeth in the Mission Hall 1st floor bathroom (1 person at a time)</li> <li>● Don't visit multi-use facilities such as karaoke rooms or PC rooms</li> <li>● Minimize private gatherings</li> <li>● Situ</li> </ul>

## 2 Academic Operation Guidelines

### 1) Academic operation types

#### (1) Criteria

- ① **Percentage of newly confirmed cases in enrolled students: 3%**
- ② **Percentage of suspended attendance (positive cases + quarantine): 15%**



※% of newly confirmed cases ① is measured within entire school population. % of suspended attendance may be taken within classes or grades

## (2) Academic operation according to criteria

Criteria	Academic Operation Type
Under ①, ②	All students attend school in-person, all classes running.
Over ① or ②	All students attend school in-person, some academic activities limited (subjects, co-curricular activities)
Over ①+②	“Population density adjustment” with partial attendance, combining in-person and remote learning
Over ①+② and the COVID-19 situation is deemed very serious	Remote learning for all students

## 2) Remote Learning

### (1) Types of remote learning

Types	Method
<b>Real-time interactive</b>	<ul style="list-style-type: none"> <li>Using real-time remote learning platforms, allowing communication between teacher and students</li> <li>(Ex) Google Hangouts, MS Teams, Zoom, Cisco Webex, etc.</li> </ul>
<b>Online content delivery</b>	<ul style="list-style-type: none"> <li>(Lecture) Students watch recorded lectures or learning content, and teachers check and give feedback.</li> <li>(Lecture+Activity) Students watch designated content and leave comments or participate in online discussion</li> <li>(Ex) EBS lecture, teacher’s own materials, etc.</li> </ul>
<b>Assignment</b>	<ul style="list-style-type: none"> <li>Teachers assign students work in line with learning goals for each subject and offer feedback.</li> <li>(Ex) Assignment given → students work on book report, worksheet, etc. → assignment turned in → teachers confirm and give feedback</li> </ul>

- A combination of the above methods may be used.
- Elementary uses the learning platform ClassDojo while Middle & High School uses Google Classroom.

### (2) Types of remote learning in case of suspended attendance

Teachers	Students	Learning Type	Comments
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Working at school	Suspended Attendance (individual)	Combined in-person/remote learning	Students not attending participate in class through Zoom.
	Suspended Attendance (class)	Remote learning	All students participate in class through Zoom
Quarantined, Working from home	Suspended Attendance (individual)	Remote learning	Students not attending participate in online classes via Zoom from their home. Students at school access the online class via Zoom in the classroom, using electronic devices and headphones.
	Suspended Attendance (class)	Remote learning	All students participate in class through Zoom.
	Normal attendance	Remote learning	All students participate in class through Zoom in the classroom.
Quarantined, unable to work	Substitute teacher will communicate with the regular teacher and give instruction and assign homework using one of the learning types depending on the situation.		

- In general, homeroom periods and other educational activities will operate by the same principles.
- Individual students who cannot attend school will be marked not as **Present** but as **Absent Acknowledged as Present**.
- Students in grades 3-12 are required to bring: (1) **personal electronic device (laptop computer, tablet PC, Chromebook, etc.)**, (2) **Headset with a microphone and earphones** (grades 1-2 will use school Chromebooks under the supervision of a teacher)
- If a subject teacher needs to conduct remote learning from home, support staff will be provided to assist students in grades 1-3.

### 3) Attendance·assessment·school records

- To be announced - The Office of Education plans to distribute related guidelines soon.

## 3 Things for Families to Prepare





## 1) Things to prepare

- Masks: K-80 or higher (for daily use), K-94 or higher (to be used during passive monitoring and for the three days after being released from quarantine or passive monitoring)
- RAT kits
  - To be placed at home and carried by the student
  - The school may provide kits when needed at school - beneficiary fees will be decided depending on the number of kits distributed by the Office of Education
- Personal water bottle
- (Grades 3~12) A personal electronic device (e.g., laptop, tablet, Chromebook) and a headset with a microphone and earphones for remote learning.

## 2) Notes

- All students are advised to take RAT testing before returning to school.
- In the event of a confirmed case, only relevant students and guardians will be notified individually.
- Students need to start to check their health using the health condition self check system by the Ministry of Education (click [here](#) to see how to use it) before returning to school from the first school day.
- It has been reported that new COVID-19 prevention guidelines will be applied to schools from March 14 (Monday). As soon as we receive the guidelines from the Office of Education, we will notify you of the changed guidelines.