

The COVID safety officer should appoint a Madrasah safety sub team.

This team will carry out the following duties:

1. Carry out a risk assessment

2. Train the teachers in infection control procedures (i.e. *including social distancing, putting shoes in a bag, using sanitiser regularly, bringing their own materials, identifying symptoms, using a register, and regular cleaning, etc*)

- i. The staff in a school setting are at a higher risk than children therefore teachers **should not physically interact unless absolutely necessary** and with social distancing measures in place and wearing a face covering.
- ii. **A register should be updated regularly to include school and class information**, this will help with ‘track and protect’.
- iii. Communicate with children and parents about the new procedures.
- iv. Based on risk assessment set out the physical area for teaching. If you have multiple classes in one hall, each class area must have a minimum of 3-meter distance between them.
- v. All teaching staff and volunteers to be should be tested for COVID-19 regularly.

Organising Classes

Based on the most up to date information we have we recommend the following:

1. Split the children into two groups: 11 and below and 12 and above.
2. Within those groups, create **class “bubbles”** with a maximum of 10 children in each bubble.
3. **All children over 5 years and over, will need to socially distance.**

4. The 12 years & over will need to wear face masks when arriving and leaving.
5. If your madrassah is doing a phased return, then the **under 11 years classes return first as they are lower risk**. The 12 years and over class can continue to learn online until a plan for phased return is implemented.
6. **Once the classes are split into bubbles each bubble should come for an allocated time slot**, this will be shorter. For example, the normal madrassah time is 5pm-7pm but now the class is split into **3 bubbles each bubble comes for 30 mins each** with time in between for classes to come and go.
7. All students must stay in their classes at all times unless otherwise instructed by teachers.

Use of toilets & wudhu facilities

1. **This should be for emergency use only.**
2. If they are used for an emergency, they must be cleaned after each use.

Dropping off and collecting children

1. Communicate the madrassah guidance with parents and ensure they are prepared for the new systems and procedures.
2. It is critical that social distancing is maintained at all times by adults as they remain the highest risk in this environment and main cause for the spread of the COVID-19.
3. Prepare the area outdoors with social distance markers at collection points.
4. Where possible a steward should be positioned outside to help with this.
5. Parents must not enter the building without a set appointment or permission from the principal.

Pastoral care for children

Lockdown and pandemic have had a huge effect on children and young adults, this places an extra burden on teachers and Imams to make sure they are available for children if need be.

1. Look out for behavioural changes and signs of anxiety or worry.
2. Prepare and deliver a light presentation for the children covering main points around what's happened, the spiritual perspective and offering support.
3. For older children have a small open session: "Open Hour" (online preferably) this is where they can ask questions in a safe and non- judgmental environment.
4. We appreciate this is a lot to facilitate for your madrassah so you may want to link in with local Muslim youth groups and leaders to help facilitate this.

Congregational prayers

1. The Madrassah and Masjid congregational prayers **should be kept separate** due to limited capacity for prayers and to manage the flow of people.
2. The timing of classes should avoid clashing with the time for congregational prayer.
3. Where possible, children should hold a congregational prayer in their own bubble.
4. All children and staff must bring their own prayer mats to sit on or pray on and they should take this away with them when going home and wash before next use.

The guidance is based on the most up to date information we have at the time of writing and takes into consideration key learning from schools.