

**PROCEEDINGS OF THE DIRECTOR OF SCHOOL EDUCATION ::
ANDHRA PRADESH., AMARAVATI
Present :: Sri V. Chinaveerabhadru, I.A.S.,**

Rc.No.151/A&I/2020

Dated:10/09/2020

Sub:- School Education – COVID – 19 – The Epidemic Disease Act, 1897- Disaster Management Act, 2005 –“Unlock 4.0” Guidelines for Phased Reopening in the State of Andhra Pradesh – Certain instructions – Issued – Regarding.

Read:

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1. This office Procgs.Rc.No:151/A&I/2020, Dated:09.07.2020, 25.07.2020, 06.08.2020 and 24.08.2020.
2. G.O.Rt.No:390, Health, Medical & Family Welfare (B2) Department, GoAP., Dated:07.09.2020.
3. Standard Operating Procedure (SOP) for partial reopening of Schools issued by MoHWF (EMR) Division, GoI, Dt:08.09.2020.

ORDER:

In continuation to the orders issued in the ref 1st read above, all the Regional Joint Directors of School Education and District Educational Officers in the State are informed that, the Government has issued “Unlock 4.0” guidelines for phased reopening in the State of Andhra Pradesh and requested to take further necessary action on the following.

Guidelines for attending the school

2. Teachers shall have to attend the schools @ 50 % at a time for online teaching/tele counselling and related work for guiding on the vidya varadhi work in all schools, government, private and private aided in areas outside the Containment Zones only.
3. All the Head Masters are requested to follow the generic preventive measures include simple public health measures that are to be followed to reduce the risk of COVID-19. These measures need to be observed by all (teachers, employees and students) in these places at all times.
 1. Physical distancing of at least 6 feet to be followed as far as feasible.
 2. Use of face covers/masks to be made mandatory.
 3. Frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty.
 4. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be done wherever feasible.
 5. Respiratory etiquette's to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.

6. Self-monitoring of health by all and reporting any illness at the earliest.
7. Spitting shall be strictly prohibited.
8. Installation & use of Aarogya Setu App may be advised wherever feasible.
4. All the Head Masters are requested to take necessary action to sanitize the school premises i.e, all work areas intended for teaching/demonstrations etc., including laboratories, other common utility areas and with particular attention to frequently touched surfaces etc., with the help of sanitary workers engaged and also in consultation with the Panchayat Raj Department / Municipal Administration Department.
5. All students must wear face masks while attending schools. Seating arrangement to ensure a distance of 6 feet between chairs, desks etc. They have to follow social distancing as per precautionary COVID-19 norms.
6. Proper supervision has to be taken on each and every student. Sharing of items like notebook, pens/pencil, eraser, water bottle etc., among the students should not be allowed.

Guidance to children studying from Class I to VIII

7. Children admitted in Class I to VIII shall continue to learn from home only. They shall not be called to school at any cost. If any guidance is to be given to them their parents or guardians to be called to school.
8. Instructions with regard to Online education issued earlier will hold good.
9. For the purpose of enabling the children to learn from home, the timetable given earlier has been over by 4-9-2020. Since the schools are tentatively scheduled be reopened w.e.f 5-10-2020, the VIDYA VARADHI and VIDYAMRUTAM shall be continued. The sheets prepared for Class I and VIII are placed on ABHYASA app and the teachers shall download the sheets and give guidance to the students accordingly.

Guidance to children studying from Class IX to XII

10. Students of classes 9 to 12 will be permitted to visit their schools in areas outside containment zones only on voluntary basis for taking guidance from their teachers. This will be subject to written consent of their parents/guardians and will be permitted with effect from 21st September, 2020.
11. Teachers teaching class 9 to 12 shall prepare an action plan to extend necessary teaching/counselling guidance to all students duly classifying them as high tech, low tech and no tech categories and start the academic activity for the year 2020-21. This academic activity will primarily be about the revision of previous class topics. It means the teachers shall guide the students in revising the syllabus of class VIII to XI for children now joined class IX to XII. This activity shall continue till the next round of guidelines is issued.
12. In case of children studying in Residential Schools, KGBVs and students of welfare hostels, the teachers shall create a whatsapp group and extend guidance

online. Further, those children may also attend their nearest high school to receive the guidance. For eg. a student from Kasibugga of Srikakulam district is studying in AP Residential School, Tadikonda, Guntur district may attend the ZP High School, Kasibugga and receive guidance. Further, the Principal of AP Residential School, Tadikonda may also create a whatsapp group of Class IX and X separately duly adding the subject teachers in the group and ensure that the guidance is extended to the students. He may also address the headmasters of the high schools of the native places of the students to extend necessary guidance to his students. Vigilance to the needs of the students, building up a learning fraternity and extensive use of electronic and communications media are vital to make learning in times of COVID a success.

Activity Schedule from 21-9-2020 to 30-9-2020 for Class IX to XII

13. Day wise activity for the children from Class IX to XII from 21st to 30th (10 days) shall be as follows:

Date	Activity
21-9-2020	Opening of school, Headmaster and all teachers shall report to school. Draw up a job chart for attending the school @ 50% of the total teachers everyday from 22 nd onwards. Conducting the PC and explaining the instructions and also awareness on the measures to be taken to contain and control COVID 19 and the proposed plan of action for Class IX to XII.
22-9-2020	First round of 50% of teachers will display the plan of action on the notice board, start counselling the students, give them a test paper to students to assess their learning outcome of the previous academic year i.e., Class IX students will take a test of their learning outcomes of Class VIII and so on.
23-9-2020	Second round of 50% teachers shall take up the above work pertaining to their subject.
24-9-2020 26-9-2020 29-9-2020	First round of teachers shall analyse the test results and extend guidance to the students for remedial practice and give them day wise worksheets so that children can practice them at home or at school depending on their choice and convenience.
25-9-2020 28-9-2020 30-9-2020	Second round of teachers shall take up the same work pertaining to their subjects as done by the first round of teachers.

14. With respect to baseline assessment, Pratham has developed a question paper and it will be released the day before the test to teachers. Also data of test results may be captured for analysis for which a provision is being enabled by APCFSS. The weekly upload of work done report which all the teachers are already used to is also provided and teachers shall continue to upload the work done by them on the portal.

15. For any clarifications in this regard, the Director, SCERT and Director, SIEMAT may be contacted.

Encls: As above

**VADREVV CHINAVEERABHADRUDU
DIRECTOR, SCHOOL EDUCATION**

To

All Regional Joint Directors of School Education in the State.

All the District Educational Officers in the State.

Copy submitted to the Principal Secretary to Govt., School Education Department, Govt. of A.P., Velagapudi for favour of Information.

Copy submitted to Chairman, AP School Education Regulatory and Monitoring Commission, Ibrahimpatnam for favour of information.

Copy submitted to Secretary to Hon'ble Chief Minister, Amaravathi

Copy submitted to the Special Chief Secretary, B C Welfare, AP, Amaravathi

Copy submitted to Principal Secretary, Social Welfare, AP, Amaravathi

Copy submitted to Principal Secretary, Municipal Administration and Urban Development, Amaravathi

Copy submitted to Secretary, Tribal Welfare, Amaravathi

Copy to Commissioner and Director, MAUD, Amaravathi

Copy to State Project Director, Samagra Shiksha, Vijayawada

Copy to Director, BC Welfare, AP, Amaravathi

Copy to Director, Social Welfare, AP, Amaravathi

Copy to Director, Tribal Welfare, AP, Amaravathi

Copy to Secretary, APREIS/APSWREIS/APTWREIS/APBCWREIS, Amaravathi

Copy to Secretary, KGBVs, Vijayawada

Copy to all Collectors & District Magistrates in the state.

Copy to all Joint Collectors, (Village & Ward Secretariat and Development) in the State

Copy to Director SCERT and Director, SIEMAT

Copy to the Addl. PS to Hon'ble Minister for Education, Government of A.P., Amaravathi for favour of information.

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

HM&FW Department - Containment, Control, and Prevention of COVID - 19 - The Epidemic Disease Act, 1897- Disaster Management Act, 2005 -“Unlock 4.0” Guidelines for Phased Reopening in the State of Andhra Pradesh - Orders-Issued.

HEALTH, MEDICAL & FAMILY WELFARE (B2) DEPARTMENT

G.O.Rt.No.390

Dated:07.09.2020
Read the following:

- 1) MHA, Gol Order No.40-3/2020-DM-I(A), Dt. 24.3.2020.
- 2) G.O.Rt.No. 216, HM&FW (B2) Dept., Dt. 24.03.2020.
- 3) MHA, Gol Order No. 40-3/2020-DM-I(A), Dt.25.03.2020.
- 4) MHA, Gol Order No. 40-3/2020-DM-I(A), Dt.27.03.2020.
- 5) G.O.Rt.No. 221, HM&FW (B2) Dept., Dt. 29.03.2020.
- 6) MHA, Gol Order No. 40-3/2020-DM-I(A), Dt.02.04.2020.
- 7) MHA, Gol Order No. 40-3/2020-DM-I(A), Dt.03.04.2020.
- 8) MHA, Gol Order No. 40-3/2020-DM-I(A), Dt.10.04.2020.
- 9) MHA, Gol Order No. 40-3/2020-DM-I(A) Dt. 14.04.2020.
- 10) G.O.Rt.No. 238, HM&FW (B2) Dept., Dt.14.04.2020.
- 11) G.O.Rt.No. 239, HM&FW (B2) Dept., Dt.16.04.2020.
- 12) MHA, Gol Order No. 40-3/2020-DM-I(A) Dt. 1.05.2020.
- 13) G.O.Rt.No.258, HM&FW (B2) Dept., Dt.01.05.2020.
- 14) G.O.Rt.No. 262, HM&FW (B2) Dept., Dt.03.05.2020.
- 15) MHA, Gol Order No. 40-3/2020-DM-I(A) Dt. 17.05.2020.
- 16) G.O.Rt.No.274, HM&FW (B2) Dept., Dt.17.5.2020
- 17) MHA, GOI Order No.40-3/2020-DM-I(A) Dt.30.5.2020
- 18) G.O.Rt.No.280, HM&FW (B2) Dept., Dt.31.5.2020
- 19) MHA, GOI Order No.40-3/2020-DM-I(A) Dt.29.6.2020
- 20) G.O.Rt.No.317, HM&FW (B2) Dept., Dt.02.07.2020
- 21) MHA, GOI Order No.40-3/2020-DM-I(A) Dt.29.07.2020
- 22) G.O.Rt.No.352, HM&FW (B2) Dept., Dt.05.08.2020
- 23) MHA, GOI Order No.40-3/2020-DM-I(A) Dt.29.08.2020

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ORDER:

In the references 2nd, 5th, 10th, 11th, 13th, 14th, 16th, 18th, 20th and 22nd read above, the Government of Andhra Pradesh has directed District Collectors, Joint Collectors, Police Commissioners, SPs, DM&HOs, Municipal Commissioners, Sub-Collectors, RDOs, MROs and MPDOs to take effective measures to prevent the spread of COVID- 19 in the State.

2. In the references 1st, 3rd, 4th, 6th, 7th, 8th, 9th, 12th, 15th and 17th, 19th & 21st read above, the Ministry of Home Affairs has issued various orders and addendums along with Consolidated Guidelines to implement "Lockdown" to contain the spread of COVID- 19 with effect from 25.03.2020 and thereafter "Unlock" measures for phased re-opening w.e.f. 01.09.2020.

3. Whereas, the Ministry of Home Affairs, in its Order vide reference 23rd read above, has stipulated the "Unlock 4.0" measures to contain the spread of COVID-19 and ensure phased re-opening in the Country and which are ordered to be in force upto 30.09.2020.

4. Therefore, all the District Collectors, Joint Collectors, Commissioners of Police, Superintendents of Police, DM&HOs, Municipal Commissioners, Sub-Collectors, RDOs, MROs and MPDOs are hereby instructed to strictly implement the Order mentioned in the reference 23rd read above, in accordance with the guidelines annexed to this G.O. For implementing the containment measures, the District Magistrate will deploy Executive Magistrates as Incident Commanders as specified in the Annexure.

(P.T.O)

5. The Order mentioned in the reference 23rd read above, shall be implemented along with various Orders issued from time to time by the State Government for "Lockdown" in the State for containing the spread of COVID-19 and for phased re-opening in the State.

(BY THE ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**NILAM SAWHNEY
CHIEF SECRETARY TO GOVERNMENT**

To

All the District Collectors in the State.

The DGP, A.P., Mangalgi.

The Police Commissioner of Vijayawada & Visakhapatnam.

All the Superintendents of Police in the State.

All the Municipal Commissioners in the State.

All the HoDs under the control of HM&FW Department.

All the DM&HOs in the State.

Copy to:

All the Special Chief Secretaries/Principal Secretaries/Secretaries to Government.

PS to Addl. C.S. to CM.

OSD to Dy. CM (H, FW&ME).

PS to Spl.CS to Government, HM&FW Department.

PS to Prl. Secretary (Poll).

PS to Commissioner, I&PR.

SF/SC.

//FORWARDED : : BY ORDER//

SECTION OFFICER

(Contd..P-3)

Annexure to G.O.Rt. No.390 , HM & FW (B2) Dept., dt.07.09.2020

Guidelines for Phased Re-opening (Unlock 4)

[As per Ministry of Home Affairs (MHA) Order No. 40-3/2020-DM-I (A) dated 29th August, 2020]

1. Activities permitted during Unlock 4 period outside the Containment Zones

In areas outside the Containment Zones, all activities will be permitted, except the following:

- (i) Schools, colleges, educational and coaching institutions will remain continue to remain closed for students and regular class activity up to 30th September, 2020. However, following will be permitted:
 - a. Online/ distance learning shall continue to be permitted and shall be encouraged.
 - b. States/ UTs may permit upto 50% of teaching and non-teaching staff to be called to the schools at a time for online teaching/ tele counselling and related work, in areas outside the Containment Zones only, with effect from 21st September 2020 for which, Standard Operating Procedure (SOP) will be issued by the Ministry of Health & Family Welfare (MOHFW).
 - c. Students of classes 9 to 12 may be permitted to visit their schools, in areas outside the Containment Zones only, on voluntary basis, for taking guidance from their teachers. This will be subject to written consent of their parents/ guardians and will be permitted with effect from 21st September 2020 for which, SOP will be issued by MoHFW.
 - d. Skill or Entrepreneurship training will be permitted in National Skill Training Institutes, Industrial Training Institutes (ITIS), Short term training centres registered with National Skill Development Corporation or State Skill Development Missions or other Ministries of Government of India or State Governments.

National Institute for Entrepreneurship and Small Business Development (NIESBUD), Indian Institute of Entrepreneurship (IIE) and their training providers will also be permitted.

These will be permitted with effect from 21st September 2020 for which, SOP will be issued by MOHFW.
- e. Higher Education Institutions only for research scholars (Ph.D.) and post-graduate students of technical and professional programmes requiring laboratory/ experimental works. These will be permitted by the Department of Higher Education (DHE) in consultation with MHA, based on the assessment of the situation, and keeping in view incidence of COVID-19 in the States/ UTs.
- (ii) Metro rail will be allowed to operate with effect from 7th September 2020 in a graded manner, by the Ministry of Housing and Urban Affairs (MOHUA)/ Ministry of Railways (MOR), in consultation with MHA. In this regard, SOP will be issued by MOHUA.
- (iii) Social/ academic/ sports/ entertainment/ cultural/ religious/ political functions and other congregations with a ceiling of 100 persons, will be permitted with effect from 21st September 2020, with mandatory wearing of face masks, social distancing, provision for thermal scanning and hand wash or sanitizer.

However, marriage related gatherings with number of guests not exceeding 50 and funeral/ last rites related gatherings with number of persons not exceeding 20 will continue to be allowed upto 20th September 2020, after which the ceiling of 100 persons will apply.

- (iv) Cinema halls, swimming pools, entertainment parks, theatres and similar places will remain closed. However, open air theatres will be permitted to open with effect from 21st September 2020.

- (v) International air travel of passengers, except as permitted by MHA.

2. National Directives for COVID-19 Management

National Directives for COVID-19 Management, as specified in Annexure I, shall continue to be followed throughout the country.

3. Lockdown limited to Containment Zones

- (i) Lockdown shall continue to remain in force in the Containment Zones till 30th September, 2020.
- (ii) Containment Zones will be demarcated by the District authorities after taking into consideration the guidelines of Ministry of Health & Family Welfare (MoHFW) with the objective of effectively breaking the chain of transmission. Strict containment measures will be enforced in these containment zones and only essential activities will be allowed. There shall be strict perimeter control to ensure that there is no movement of people in or out of these zones, except for medical emergencies and for maintaining supply of essential goods and services. In the Containment Zones, there shall be intensive contact tracing, house-to-house surveillance, and other clinical interventions, as required. Guidelines of MOHFW shall be effectively implemented for the above purpose.
- (iii) These Containment Zones will be notified on the websites by the respective District Collectors and by the States/ UTs and information will be shared with MOHFW.

4. State/ UT Governments shall not impose any local lockdown (State/ District/ sub-division/City level), outside the containment zones, without prior consultation with the Central Government.

5. No restriction on Inter-State and intra-State movement

There shall be no restriction on inter-State and intra-State movement of persons and goods including those for cross land-border trade under Treaties with neighbouring countries. No separate permission/ approval/ e-permit will be required for such movements.

6. Movement of persons with SOPs

Movement by passenger trains; domestic passenger air travel; movement of persons on Vande Bharat and Air Transport Bubble flights; and sign-on and sign-off of Indian seafarers will continue to be regulated as per SOPs issued.

7. Protection of vulnerable persons

Persons above 65 years of age, persons with co-morbidities, pregnant women, and children below the age of 10 years are advised to stay at home, except for essential and health purposes.

8. Use of Aarogya Setu

- (i) *Aarogya Setu* enables early identification of potential risk of infection, and thus acts as a shield for individuals and the community.
- (ii) With a view to ensuring safety in offices and work places, employers on best effort basis should ensure that *Aarogya Setu* is installed by all employees having compatible mobile phones.
- (iii) District authorities may advise individuals to install the *Aarogya Setu* application on compatible mobile phones and regularly update their health status on the app. This will facilitate timely provision of medical attention to those individuals who are at risk.

9. Strict enforcement of the guidelines

- (i) State/ UT Governments shall not dilute these guidelines issued under the Disaster Management Act, 2005, in any manner.
- (ii) For the enforcement of social distancing, State / UT Government may, as far as possible, use the provisions of Section 144 of the Criminal Procedure Code (CrPC) of 1973.
- (iii) All the District Magistrates shall strictly enforce the above measures.

10. Penal provisions

Any person violating these measures will be liable to be proceeded against as per the provisions of Section 51 to 60 of the Disaster Management Act, 2005, besides legal action under Section 188 of the IPC, and other legal provisions as applicable. Extracts of these penal provisions are at ***Annexure II***.

(Contd..P-6)

Annexure-I

National Directives for COVID-19 Management

1. **Face coverings:** Wearing of face cover is compulsory in public places; in workplaces; and during transport.
2. **Social distancing:** Individuals must maintain a minimum distance of 6 feet (2 gaz ki doori) in public places.
Shops will ensure physical distancing among customers.
3. **Spitting in public places** will be punishable with fine, as may be prescribed by the State/ UT local authority in accordance with its laws, rules or regulations.

Additional directives for Work Places

4. **Work from home (WfH):** As far as possible the practice of WfH should be followed.
5. **Staggering of work/ business hours** will be followed in offices, work places, shops, markets and industrial & commercial establishments.
6. **Screening & hygiene:** Provision for thermal scanning, hand wash and sanitizer will be made at all entry points and of hand wash or sanitizer at and exit points and common areas.
7. **Frequent sanitization** of entire workplace, common facilities and all points which come into human contact e.g. door handles etc., will be ensured, including between shifts.
8. **Social distancing:** All persons in charge of work places will ensure adequate distance between workers, adequate gaps between shifts, staggering the lunch breaks of staff, etc.

(Contd..P-7)

Annexure-II

Offences and Penalties for Violation of Lockdown Measures

A. Section 51 to 60 of the Disaster Management Act, 2005

51. *Punishment for obstruction, etc.*—Whoever, without reasonable cause —

- a) obstructs any officer or employee of the Central Government or the State Government, or a person authorised by the National Authority or State Authority or District Authority in the discharge of his functions under this Act; or
- b) refuses to comply with any direction given by or on behalf of the Central Government or the State Government or the National Executive Committee or the State Executive Committee or the District Authority under this Act,

shall on conviction be punishable with imprisonment for a term which may extend to one year or with fine, or with both, and if such obstruction or refusal to comply with directions results in loss of lives or imminent danger thereof, shall on conviction be punishable with imprisonment for a term which may extend to two years.

52. *Punishment for false claim.*—Whoever knowingly makes a claim which he knows or has reason to believe to be false for obtaining any relief, assistance, repair, reconstruction or other benefits consequent to disaster from any officer of the Central Government, the State Government, the National Authority, the State Authority or the District Authority, shall, on conviction be punishable with imprisonment for a term which may extend to two years, and also with fine.

53. *Punishment for misappropriation of money or materials, etc.*—Whoever, being entrusted with any money or materials, or otherwise being, in custody of, or dominion over, any money or goods, meant for providing relief in any threatening disaster situation or disaster, misappropriates or appropriates for his own use or disposes of such money or materials or any part thereof or wilfully compels any other person so to do, shall on conviction be punishable with imprisonment for a term which may extend to two years, and also with fine.

54. *Punishment for false warning.* —Whoever makes or circulates a false alarm or warning as to disaster or its severity or magnitude, leading to panic, shall on conviction, be punishable with imprisonment which may extend to one year or with fine.

55. *Offences by Departments of the Government.* —(1) Where an offence under this Act has been committed by any Department of the Government, the head of the Department shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly unless he proves that the offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence.

(2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a Department of the Government and it is proved that the offence has been committed with the consent or connivance of, or is attributable to any neglect on the part of, any officer, other than the head of the Department, such officer shall be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

56. *Failure of officer in duty or his connivance at the contravention of the provisions of this Act.* —Any officer, on whom any duty has been imposed by or under this Act and who ceases or refuses to perform or withdraws himself from the duties his office shall, unless he has obtained the express written permission of his official superior or has other lawful excuse for so doing, be punishable with imprisonment for a term which may extend to one year or with fine.

(Contd..P-8)

57. Penalty for contravention of any order regarding requisitioning. —If any person contravenes any order made under section 65, he shall be punishable with imprisonment for a term which may extend to one year or with fine or with both.

58. Offence by companies. —(1) Where an offence under this Act has been committed by a company or body corporate, every person who at the time the offence was committed, was in charge of, and was responsible to, the company, for the conduct of the business of the company, as well as the company, shall be deemed to be guilty of the contravention and shall be liable to be proceeded against and punished accordingly:

Provided that nothing in this sub-section shall render any such person liable to any punishment provided in this Act, if he proves that the offence was committed without his knowledge or that he exercised due diligence to prevent the commission of such offence.

(2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a company, and it is proved that the offence was committed with the consent or connivance of or is attributable to any neglect on the part of any director, manager, secretary or other officer of the company, such director, manager, secretary or other officer shall also, be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

Explanation.—For the purpose of this section—

- a) “company” means anybody corporate and includes a firm or other association of individuals; and
- b) “director”, in relation to a firm, means a partner in the firm.

59. Previous sanction for prosecution.—No prosecution for offences punishable under sections 55 and 56 shall be instituted except with the previous sanction of the Central Government or the State Government, as the case may be, or of any officer authorised in this behalf, by general or special order, by such Government.

60. Cognizance of offences. —No court shall take cognizance of an offence under this Act except on a complaint made by—

- (a) the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorized in this behalf by that Authority or Government, as the case may be; or
- (b) any person who has given notice of not less than thirty days in the manner prescribed, of the alleged offence and his intention to make a complaint to the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorized as aforesaid.

B. Section 188 in the Indian Penal Code, 1860

188. Disobedience to order duly promulgated by public servant. —Whoever, knowing that, by an order promulgated by a public servant lawfully empowered to promulgate such order, he is directed to abstain from a certain act, or to take certain order with certain property in his possession or under his management, disobeys such direction, shall, if such disobedience causes or tends to cause obstruction, annoyance or injury, or risk of obstruction, annoyance or injury, to any person lawfully employed, be punished with simple imprisonment for a term which may extend to one month or with fine which may extend to two hundred rupees, or with both; and if such disobedience causes or trends to cause danger to human life, health or safety, or causes or tends to cause a riot or affray, shall be punished with imprisonment of either description for a term which may extend to six months, or with fine which may extend to one thousand rupees, or with both.

Explanation. —It is not necessary that the offender should intend to produce harm, or contemplate his disobedience as likely to produce harm. It is sufficient that he knows of the order which he disobeys, and that his disobedience produces, or is likely to produce, harm.

Illustration

An order is promulgated by a public servant lawfully empowered to promulgate such order, directing that a religious procession shall not pass down a certain street. A knowingly disobeys the order, and thereby causes danger of riot. A has committed the offence defined in this section.

**NILAM SAWHNEY
CHIEF SECRETARY TO GOVERNMENT**

Government of India
Ministry of Health & Family Welfare
Directorate General of Health Services
(EMR Division)

SOP for partial reopening of Schools for students of 9th to 12th classes on a voluntary basis, for taking guidance from their teachers: In the context of COVID-19

1. Background

Government of India is following a phase-wise unlocking of activities. In days to come, this would also involve partial resumption of activities in schools for students of classes 9th to 12th on a voluntary basis, for taking guidance from their teachers. This would be allowed from 21st September 2020.

2. Scope

This SOP outlines various generic precautionary measures to be adopted in addition to specific measures to be taken when schools are permitting students (for 9th to 12th class) in the specific context detailed at para-1 above, to prevent spread of COVID-19. All States/UTs are expected to comply with the COVID-19 related guidelines issued by Ministry of Home Affairs and Ministry of Health & Family Welfare.

3. Generic Preventive Measures

The generic preventive measures include simple public health measures that are to be followed to reduce the risk of COVID-19. These measures need to be observed by all (teachers, employees and students) in these places at all times.

These include:

- i. Physical distancing of at least 6 feet to be followed as far as feasible.
- ii. Use of face covers/masks to be made mandatory.
- iii. Frequent hand washing with soap (for at least 40-60 seconds) even when hands are not visibly dirty. Use of alcohol-based hand sanitizers (for at least 20 seconds) can be done wherever feasible.
- iv. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
- v. Self-monitoring of health by all and reporting any illness at the earliest.
- vi. Spitting shall be strictly prohibited.
- vii. Installation & use of Aarogya Setu App may be advised wherever feasible.

4. All schools (with classes IX to XII) shall specifically ensure the following arrangements

- i. Online/distance learning shall continue to be permitted and shall be encouraged.
- ii. Students of class 9th to 12th shall be permitted to visit their school on voluntary basis for taking guidance from their teachers. This will be subject to written consent of their parents/guardians. Such visits and teacher – student interaction must be organized in a staggered manner.

4.1 Before opening up of the school

a) Planning of reopening of school

- i. School outside the containment zones only shall be allowed to open. Further, students, teachers and employees living in containment zones will not be allowed to attend the school. Students, teachers and employees shall also be advised not to visit areas falling within containment zones.
- ii. Prior to resumption of activities, all work areas intended for teaching/demonstrations etc., including laboratories, other common utility areas shall be sanitized with 1% sodium hypochlorite solution, with particular attention to frequently touched surfaces.
- iii. Schools that were used as quarantine centres will be properly sanitized and deep cleaned before partial functioning is resumed. Guidelines issued by Ministry of Health & Family Welfare for disinfection of common public places including offices may be referred to in this regard)
(<https://www.mohfw.gov.in/pdf/Guidelinesondisinfectionofcommonpublicplacesincludingoffices.pdf>)
- iv. The concerned teaching and non-teaching employees (up to 50 % of the strength) may be called to schools for online teaching/tele-counselling and related work.
- v. Students from class 9th to 12th will have the option of attending the classes remotely/virtually or physically only on a voluntary basis for guidance from their teachers subject to written permission of parent / guardian.
- vi. Instead of biometric attendance alternate arrangements for contactless attendance shall be made by the school administration.
- vii. At all times, the teachers and students shall maintain a physical distancing of 6 feet apart, wherever feasible. Scheduling of activities and seating plan shall be made accordingly.
- viii. Ensure hand washing facilities along with provision of soap.
- ix. For ensuring queue management, inside and outside the premises, specific markings on the floor with a gap of 6 feet may be made. Similarly, physical distancing shall also be maintained in staff rooms, office areas (including reception area), and other places (mess, libraries, cafeterias, etc.)
- x. Weather permitting, outdoor spaces may be utilized for conducting teacher student interactions, keeping in view the safety and security of students and physical distancing protocols.

- xi. Assemblies, sports and events that can lead to overcrowding are strictly prohibited.
- xii. The school should display State helpline numbers and also numbers of local health authorities etc. to teachers /students / employees to contact in case of any emergency.
- xiii. For air-conditioning/ventilation, the guidelines of CPWD shall be followed which emphasizes that the temperature setting of all air conditioning devices should be in the range of 24-30° C, relative humidity should be in the range of 40-70%, intake of fresh air should be as much as possible and cross ventilation should be adequate.
- xiv. Lockers of students will remain in use, as long as physical distancing and regular disinfection is maintained.
- xv. Gymnasiums shall follow MoHFW guidelines (available at: <https://www.mohfw.gov.in/pdf/Guidelinesonyogainstitutesandgymnasiums03082020.pdf>).
- xvi. Swimming Pool (wherever applicable) shall remain closed.

b) Planning and scheduling of activities

All employees who are at higher risk i.e. older employees, pregnant employees and employees who have underlying medical conditions to take extra precautions. They should preferably not be exposed to any front-line work requiring direct contact with the students.

iGOT online modules training course on 'basic awareness on COVID' (https://diksha.gov.in/igot/explore-course/course/do_313010389971255296164) may be undertaken by all employee and students during online interactions or guidance sessions on the first day.

c) Availability and management of supplies

- i. Appropriate back-up stock of personal protection items like face covers/masks, visors, hand sanitizers etc. shall be made available by management to the teachers and employee.
- ii. Provide an adequate supply of thermal guns, alcohol wipes or 1% sodium hypochlorite solutions and disposable paper towels, soap, IEC materials on COVID.
- iii. Pulse oximeter to check oxygen saturation levels of any symptomatic person must be arranged.
- iv. Ensure availability of sufficient covered dustbins and trash cans
- v. Provision for proper disposal of used personal protective items and general waste in accordance with CPCB guidelines (available at: https://cpcb.nic.in/uploads/Projects/Bio-Medical-Waste/BMW-GUIDELINES-COVID_1.pdf)
- vi. Housekeeping employee to be informed & trained about norms for waste management & disposal

4.2 After opening of the schools

a) At the entry point

- i. Entrance to have mandatory hand hygiene (sanitizer dispenser) and thermal screening provisions. Multiple gates/separate gates, if feasible, should be used for entry and exit.

- ii. Only asymptomatic persons (teachers, employees and students) to be allowed in the premises. If a teacher/employee/student is found to be symptomatic, he/she should be referred to nearest health center.
- iii. Posters/standees on preventive measures about COVID-19 to be displayed prominently.
- iv. Proper crowd management in the parking lots, in corridors and in elevators – duly following physical distancing norms shall be organized.
- v. Entry of visitors should be strictly regulated/restricted.

b) Conduct of guidance activities in the rooms or open spaces within the school campus

- i. Seating arrangement to ensure a distance of 6 feet between chairs, desks etc.
- ii. Staggering of guidance activities to be done, with separate timing slots, to allow for adequate physical distancing and disinfection of classroom premises
- iii. The teaching faculty will ensure that they themselves and students wear masks throughout the conduct of the teaching/guidance activities.
- iv. Sharing of items like notebook, pens/pencil, eraser, water bottle etc. amongst students should not be allowed.

c) Conduct of skill based training in workshops/laboratories

- i. For practical activities in laboratories maximum capacity per session based on redesigned spaces, may be planned and scheduled accordingly.
- ii. Ensure that the equipments have been disinfected, particularly the frequently touched surfaces before and after each use.
- iii. Ensure a floor area of 4m² per person is available for working on equipment/work station.
- iv. Ensure that members sanitize their hands before and after using training equipment. For such purpose hand sanitizer should be provided at workstations/simulation labs etc.

d) Activities in common areas – library, mess/canteen, common rooms, gymnasium etc.

- i. Physical distancing of 6 feet needs to be maintained
- ii. Persons using the common areas need to use mask/face cover all the time
- iii. Cafeteria/mess facility, if any within the premises, shall remain closed.

e) Transportation to and from the institution

If transportation facility is being managed by the school, proper physical distancing, sanitization of buses/other transport vehicles (with 1% sodium hypochlorite) shall be ensured.

5. Hygiene and Sanitation

- i. Daily cleaning of the floors shall be taken up.
- ii. Provision of soap in toilets and hand sanitizers in other common areas in sufficient quantity must be ensured.
- iii. Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (door knobs, elevator buttons, hand rails, chairs, benches, washroom fixtures, etc.) to be made

mandatory in all class rooms, laboratories, lockers, parking areas, other common areas etc. before beginning of classes and at the end of the day.

- iv. Teaching materials, computers, laptops, printers, shall be disinfected with 70% alcohol wipes.
- v. Deep cleaning of all drinking and hand washing stations, washrooms and lavatories shall be ensured.
- vi. Students and employee should be advised to dispose of used face covers / masks in separate covered bins placed in classrooms, work stations and other common areas. The same may remain stored in the bins for 3 days and disposed of as dry general solid waste after cutting/shredding.
- vii. Students should not be involved in any of the cleaning activities for health safety reasons.

6. Risk Communication

- i. Create awareness to ensure the students do not gather when leaving the school and in their free time.
- ii. Sensitize students, parents, teachers and employees to create awareness on COVID appropriate behavior, as detailed under generic measures above.
- iii. If a student, teacher or employee is sick, they should not come to the school and follow necessary protocols in this regard.

7. Psycho-social wellbeing

- i. Ensure regular counselling is done for students and teachers reporting mental health issues such as anxiety and depression.
- ii. It is advisable that teachers, school counsellors and school health workers should work in unison to ensure emotional safety of the students.

8. SOP to be followed in case a student/teacher/employee develops symptoms (fever, cough, difficulty in breathing)

- i. Place the ill person in a room or area where they are isolated from others.
- ii. Inform parents/guardians as the case may be.
- iii. Patient will remain isolated while wearing a mask/face cover till such time they are examined by a doctor.
- iv. Immediately inform the nearest medical facility (hospital/clinic) or call the state or district helpline.
- v. A risk assessment shall be undertaken by the designated public health authority (district RRT/treating physician) and accordingly further action be initiated regarding management of case, their contacts and need for disinfection.
- vi. Disinfection of the premises to be taken up if the person is found positive.