

BACK TO SCHOOL PROCEDURES LETTER: May 14th, 2020.

Dear parents, Please be informed that the Suzhou authorities announced the reopening of kindergartens, starting with K2 from Monday, May 18th and PN, N & K1 from Monday, May 25th. In the coming days your teachers will be in frequent contact with you to provide assistance and to complete all necessary return to school papers.

1) Your teachers will inform you of specific drop-off and pick-up periods over the APP and you are kindly reminded to check the videos prepared by the school on how entrance and pick-up procedures will look like. In brief, you must present your child's green Suzhou Health QR Code along with a daily temperature check from home and on first day submit the health statement form to the at gate staff. (Documents available on : <https://share.weiyun.com/5vzlkcz> or WEB LINK: <http://www.internewton.com/hxi/news/2525.html>)

- Child's Green Suzhou Health QR Code (every morning at school gate or school bus)
- Child's at home temperature check paper (every morning at school gate or school bus)
- Health Statement (Chinese or English version on 1st day back to entrance staff)
- Back to School information questionnaire to bring your teachers up to speed.

2) At school strict hygiene measures are implemented and cleaning with UV lights are intensified. Staff has been trained in new procedures for hand sanitizing, hand washing, vomit/diarrhea and mask policies. AC will be limited, but used on hot days (all AC units at campus are stand alone and do not recycle air from other rooms). Windows/doors will be open as much as possible and the stand alone clean air systems in each class will be operating throughout the day.

- Hand sanitizers will be available in all function areas and class-rooms, children and teachers should use frequently.
- Whenever entering the class-room children should wash hands and will be required to wash hands properly and frequently.
- Masks should be worn until child pass the first temperature and QR health check at the gate, when nurse check hands and mouth child will be assisted to put mask into school bag (please prepare spare masks with your child's name and class written on and a bag for storage of still useable masks)

3) During students return to school health, hygiene and their social/emotional well-being is our priority. For PN & N students you will be receiving daily feedback on the first 10 days and for K1 & K2 on the first 5 days every day. Should your child need extra attention and support we will continue providing you with day-to-day updates on their social/emotional progress.

4) Teachers will guide all of you through the processes and answer any questions you might have. You are also welcome to contact school management for clarification and we have provided a check list below of resources available to you online. (Documents available on : <https://share.weiyun.com/5vzlkcz> or WEB LINK: <http://www.internewton.com/hxi/news/2525.html>)

- File: "Domestic Minors Health QR Application Guide" (in "Returning Families" folder)
- File: "Foreign Minors Health QR Application Guide" (in "Returning Families" folder)
- File(s): "Health Statement Official" (Chinese & English versions) (in "Preparing for School Start" folder).
- File: "Daily Home Health Check Form" (in "Preparing for School Start" folder).
- File: "Back to School Procedures" * this paper (in "Preparing for School Start" folder).
- File: "Preparing for School Start Bilingual (still effective)" in ("Preparing for School Start" folder)
- File: "Back to School Information Questionnaire" (in "Preparing for School Start" folder).
- Arrival, pick-up and fever procedure videos and posters (in "Entrance Procedures" folder).
- Sample of the "daily social/emotional" reports that teachers will be using to ensure your child's readjustment back to school (in "Preparing for School Start" folder).
- File(s): Uniform order forms (should your child's current uniform items no longer fit) (in "Preparing for School Start" folder).

If you need print-outs or personal assistance please feel free to arrange time tomorrow, Friday (for K2) or next week (for PN, N & K1) where our staff can meet you at the gate and help you with all necessary files.

Since K2 will be attending one week earlier than other grades we are arranging to take graduation photos on Thursday, May 21st when they have the campus all to themselves. Your teachers will inform you of the arrangements and clothing requests in advance. We are also excited to be arranging a fun day at campus for students on Children's Day, June 1st. It is regrettable that we cannot assemble and host our usual parents dance/theater performances but we are motivated to give all children the most amazing fun party with their teachers and friends (hygienic and safe of course).

Sincerely, Newton Hui Xin campus