

St. Lawrence College

Whole School Pandemic Response Policy



Our school is one community, united in our respect for each other, tolerant of differences and proud of our diversity, honest and positive about our learning and behaviour every day.

Reviewed: 2025

SCOPE & OBJECTIVES

Purpose:

To ensure the health, safety, and academic continuity of the St. Lawrence College (SLC) community during epidemics or pandemics. This includes all students (ages 3–18), faculty, staff, and visitors.

Policy Goals:

- Prevent and mitigate transmission of contagious diseases.
- Comply with the evolving guidelines of Greek public health authorities (e.g., EODY) and the Ministry of Education.
- Maintain learning continuity through a hybrid or remote model when needed.
- Support mental health and community trust.

GOVERNANCE & ACTIVATION

Policy Owner:

The Head of School (currently Phil Holden, Headmaster)

Pandemic Response Team (PRT):

- Led by the Head of School.
- Including: Deputy Head, School Nurse or Medical Advisor, Facilities Manager, IT Lead, Communications Lead, and parent/community liaison.

Activation Triggers:

- Formal declaration or alert by WHO, EODY, or Greek government for pandemic-level threats.
- Local school-level outbreaks affecting multiple individuals.

A. Hygiene & Sanitation

- Increase cleaning and disinfection of high-touch areas (doors, railings, dining, lavatories) daily.
- Place hand sanitizer stations at key locations: entrances, classrooms, labs, sports facilities.
- Ensure continuous supply of soap, sanitizer, and tissues throughout campus.

B. Mask Usage

- Mandated during elevated community transmission or on governmental recommendation.
- Otherwise, optional, with respect for personal choice.

C. Physical Distancing

- Reduce crowding during assembly times; possibly stagger start/end times.
- Adjust classroom seating if feasible.
- Limit large in-person gatherings; consider virtual alternatives for assemblies or club events.

D. Health Screening & Testing

- Daily symptom self-screening by students and staff; implement a digital or in-person attestation system.
- Anyone exhibiting symptoms must stay home, undergo evaluation or testing, and only return after meeting health criteria.

E. Ventilation

- Maximize outdoor learning spaces where possible (e.g., amphitheatre).
- Keep windows and doors open indoors to enhance airflow.

ACADEMIC CONTINUITY & REMOTE LEARNING

- Adopt a **hybrid** model using platforms like Microsoft Teams for synchronous lessons when in-person attendance is disrupted.
- Train faculty and provide resources (technical support, hardware) in preparation for remote instruction.
- Virtual alternatives for extracurriculars, assemblies, parent orientation, and transitions—drawing on past SLC success with online models slc.gr.

COMMUNICATION & ENGAGEMENT

- Launch a central information hub (webpage, email updates, newsletters) with clear, timely guidance.
- Hold virtual town halls for parents, staff, and students when situations evolve.
- Provide mental health resources: counselling, check-in protocols, supportive group sessions.
- Encourage inclusive dialogue to reduce anxiety and strengthen community cohesion.

OPERATIONS & FACILITIES

- **Staggered Scheduling:** Adjust arrival/departure and break times to ease congestion.
- **Transportation:** Collaborate with bus providers to enforce distancing and mask use.
- **Cafeteria & Meals:** Transition to grab-and-go, pre-packaged options, spaced seating, or outdoor dining when weather permits.

INCIDENT RESPONSE PROTOCOL

- **Case Identification:** Immediate isolation of suspected cases and prompt parent/staff notification.
- **Contact Tracing:** Conduct using seating charts, attendance, and bus manifests.
- **Partial or Full Shift to Remote Learning:** Depending on exposure spread and government guidance.
- **Deep Cleaning:** Thorough disinfection of affected areas.
- **Re-Entry Criteria:** Follow governmental or health authority guidelines for when individuals can safely return.

POLICY REVIEW & FEEDBACK

- Review this policy every semester or when guidelines change.
- Incorporate community feedback—parents, students, staff—into adjustments.

LOCAL HISTORICAL CONTEXT

- National closures: All Greek schools closed March 10, 2020, with intermittent remote learning for 2020–21
- SLC delivered full timetables via Teams and maintained extracurricular activities online slc.gr.
- The college has proven adaptability in remote delivery, supporting academic and emotional well-being during prolonged disruptions.

SUMMARY TABLE

Focus Area	Key Measures
Health & Hygiene	Enhanced cleaning, hand sanitation, mask policies
Physical Ordering	Distanced seating, staggered movements, outdoor use
Learning Continuity	Hybrid/remote instruction via Microsoft Teams
Communication	Regular transparent updates; virtual engagement
Response Actions	Isolation, tracing, deep cleaning, temporary closures
Mental Health	Counselling availability and check-ins
Review Mechanism	Bi-annual updates with community feedback