



ALPADIA
LANGUAGE
SCHOOLS
from Kaplan International Languages

Montreux Safety Guidelines

- The **maximum number of students per class is limited to 4** as per Switzerland Federal Council's recommendation
- A **minimum of 3 participants per classroom is needed** to open an on-site class
- **Below 3 participants**, a virtual live online classroom will continue taking place as we have been offering since March 16, 2020
- **With 3 to 12 students per level, no more than 4 students physically present**, we will be mixing online and on-site teaching with an adapted technology; students should bring their own laptop or tablet
- **In the case of more than 4 students per level physically present**, students will change every day between on-site and virtual classes. For example, in week 1, group A (max 4 students) will have on-site lessons on Monday, Wednesday, Friday and online lessons on Tuesday and Thursday. In week 1, group B will have online lessons on Monday, Wednesday, Friday and on-site lessons on Tuesday and Thursday. In week 2, the groups will switch
- We will **adapt the weekly schedule with different starting and breaking times** as needed for each class-level in order to avoid having more than 5 people in the common areas of the school; current and new students will be informed by our academic team or student support team on Fridays about their upcoming week course schedule
- **Social distancing** of 2 meters remains key and mandatory, thus will be reinforced during the entire time students are at school
- **Masks are mandatory for all students.** We ask our students to come with their own mask as we also recommend they wear one during their trip to and from the school
- All ALPADIA staff will be wearing a mask when in contact with students. Except for teachers during their lesson respecting the 2 meters social distance guideline
- Student temperature will be checked every day on entry at the school
- In case of high temperature, the student will be sent back home for 48h and will be oriented to a doctor if symptoms continue. The doctor will then decide if the student needs a medical examination or if it is enough just to stay at home in quarantine
- In case of positive COVID-19 testing, the student will be asked to stay in their homestay or student apartment for a minimum of 14 days, and we will be following health authorities recommendations
- If students need to quarantine in our student apartment, the school will provide groceries and other essential items directly during this time at no extra cost
- The student support service team is here to help in case people in isolation feel lonely, anxious or even afraid. We are accessible per phone 24/7
- Hand sanitizers will be available in the school area and accommodation
- All school areas and classrooms will be cleaned and disinfected daily
- Surface disinfectant product will be available in school's toilets and cafeteria, as well as at the student apartments
- The fridge in the cafeteria-kitchen is unavailable until further notice
- Double room accommodation is not available until further notice; single rooms only in host family, student apartments, and studio
- Weekly activity program will still be suggested