

## **For the first classes!**

Dear parent representatives, please forward this email to all parents of your class.

Berlin, the 07.05.2020

Dear parents of the 1st classes,

as you have certainly already heard from the press, the 1st and 5th classes will be offered face-to-face lessons again from 11.5.

The implementation of this complex task, taking into account the hygiene requirements, the premises of the school and the available staff, is the responsibility of the school.

We have known since yesterday evening that the 1st classes are now also to be considered for attendance lessons.

We can only meet the hygienic requirements if we reduce the number of lessons for all classes, work in a shift model and divide small learning groups. In addition, presence lessons will be combined with learning opportunities at home.

The specifications of the hygiene plan mean that for the time being only a very limited number of lessons can be offered in the school for the 1st classes. The children will only be able to spend 90 minutes per week in class.

We will divide the large European classes into 4 learning groups, in the mainstream class there are fewer pupils, so this class will be divided into only two learning groups.

The class teachers will inform you about the division of the learning groups and the teaching time.

Meeting place and pick-up:

On the green area in front of the students' entrance you will find markings where your children please wait with sufficient distance. A teacher will pick up the children there 10 minutes before the start of the lesson.

Please make sure to be on time and do not let your children walk around while waiting.

We think it is important that you talk to your child now about the new situation at school and prepare him/her for it. For this purpose you will find a collection of rules in the attachment of this e-mail, which we will discuss with the older students. Please talk to your child about these rules. Afterwards, please sign the rule sheet and give it to your child to take to school.

- IMPORTANT for all parents: When staying in the building and in the courtyard outside the entrances:

1. please stay in the building as briefly as possible.
2. please wear a face masks.

3. pay attention to the necessary distance rules.

4. please also pay attention to the children you bring with you. They should also wear a mouthguard and observe the rules of distance. It is clear that the children are happy to see their classmates again. However, we must insist on keeping the distances.

- The number of children in emergency care is increasing. If you are entitled to place your child in emergency care, please continue to let us know as early as possible if and when your child is attending.

Important for the 1st classes: Hygiene rules

- The College has advocated the use of simple mouth and nose protection masks. We ask you to provide your child with such a mouthguard. The school cannot provide them for the students. Those who cannot wear the masks for health reasons are of course exempt from this.

- As we only have cold water in the sanitary rooms, we allow the use of disinfectants. The teachers will distribute disinfectants as needed.

- Please make sure that the required school materials are brought along (books, binders, etc.). Your child's pencil case should also be fully packed. Mutual lending of materials is not advisable for reasons of infection.

- School meals: We have ordered only a very small number of school meals. Since the children only receive 90 minutes of classroom instruction, we would ask you to do without the school meals. Staying in the cafeteria can lead to unnecessary contact with other children and makes it difficult to keep to the hygiene plan.

With kind regards

R. Müller and Nicola Kub