

# Covid-19 Safety Guidelines

## General guidelines

- Alpadia Language Schools has developed the following Covid-19 Safety guidelines to comply with the local and federal obligations presented by the Swiss Federal Council (June 15<sup>th</sup> 2021)
- These Federal recommendations stand for the minimum standards applicable during the 2021 summer season in Switzerland
- **Entry in Switzerland:** Entry in Switzerland is subject to restrictions. Detailed rules and regulations can be found on this [website](#). Most travelers have to fill an [entry form](#) before entering Switzerland. Some [exceptions](#) apply.
- In some occasion, the Alpadia Covid-19 Safety Guidelines set an additional level of requirement to offer a better protection to our staff and students
- This sanitary plan applies for all, at any place and at any time respecting the hygiene rules described by the Swiss Federal Office of Public Health (FOPH)
- In parallel to this basic sanitary guidelines, Alpadia Crisis Management Plan is being updated regularly according to latest development
- Staff have received a Crisis Management training during their induction and have received a hard copy with their engagement contract. They recognize the importance of their role, understand their individual responsibility in the implementation of our security procedures and the consequences incurred in the event of non-compliance with these standards
- Parents, agents and local authorities can ask for receiving a copy of this Crisis Management Plan which will be send per email. Please send your request to [info@alpadia.com](mailto:info@alpadia.com)
- Alpadia continues to follow the advice from the federal and local governments. In case of changes, measures will be amended and updated accordingly
- Students and staff must be able to present a negative Covid-19 test result. In case of a PCR test, the test should be carried out less than 72 hours before arrival. In case of a rapid antigen test, the test should not be older than 48 hours. Self-tests are accepted under the condition that the test is performed at the camp
- Holders of the Swiss health insurance card are entitled to 5 rapid Covid self-tests every 30 days at any pharmacy in Switzerland for free
- As per camp regulations, students and staff that can certify that they are fully vaccinated at least two weeks before the start of the camp, or have recovered from Covid-19 in the last 6 months, are exempted from the arrival Covid-19 test. However make sure to check the country regulations as they might differ.

## Welcome Day

- Parents and students will be welcomed in a specific designated welcome area, to avoid concentration
- With the exception of Alpadia staff, participants and partners, adults will not be authorized to go beyond this specific designated welcome area
- Students will be informed about the safety guidelines rules that are applicable during their stay at the camp

## Hygiene and temperature check-up

- Students will be asked to wash their hands multiple times per day; hand sanitizers will be available everywhere on the campus (rooms, cafeteria, classrooms, offices, corridors, elevators, etc.)
- Surface and hands disinfectant products will be available in classrooms, toilets and bathrooms, in the corridors of the bedrooms, in the cafeteria and during excursions and activities
- Official FOPH Posters showing barrier gestures will be displayed throughout the camp
- Students' and staff temperatures will be checked before every meal (three times per day) and the results will be stored on paper until September 30
- Temperatures will be monitored in case of medical demands
- Students will be asked to avoid handshakes or hugging and to cough or sneeze into a tissue or the crook of the arm

## Classes

- Classes will accommodate a maximum of 15 students
- Students and staff are required to wear a mask in class
- Special attention will be paid to avoid physical exchange between students

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## *Transportation*

- We will avoid public transportation whenever possible and walking will be privileged
- Students and staff are required to wear a mask
- For our private transfers, staff and bus/car drivers will be wearing a mask during transportation time

## *Accommodation*

- Once assigned, bedroom changes will not be possible
- The premises are ventilated, cleaned and disinfected daily with disinfectants for surfaces
- Students and staff will be asked to disinfect the showers and bathrooms after each use
- We keep empty rooms available in case of quarantine need either for staff or for students
- Students and staff are required to wear a mask at all communal areas of the hotel (reception area, corridors, elevator, classrooms, activity room, etc.)
- Student and staff are not required to wear a mask in their bedroom

## *Activities and Excursions*

- Indoor and outdoor activities and equipment are disinfected before and after each use by our staffs
- Any material that cannot be washed or disinfected must be removed (cushions, carpets, certain fabric games, etc.).
- Social distancing between kids is not requested
- Activity and excursion leaders will wear a mask
- Students are not required to wear a mask during sport activities but will be required to wear a mask for other indoor activities as for example creative arts, cinema night, etc.
- The activity and excursion programme (including Premium+ options) might be adapted on-site due to availability of the provider or as a result of a risk assessment made by Alpadia

## *Staff and partners*

- Vulnerable persons, as well as persons who have been in contact with an infected person less than **ten days** prior to the activity or those with symptoms (fever over 38.5° or severe acute cough without fever), should not participate in activities
- Alpadia will impose the same measure to its external partners (bus companies, accommodation providers, sport providers, etc). Our partners have committed in writing to comply with this obligation to work with us safely
- Staff will be trained on the hygiene measures and on how to handle emergency situation
- Staff will wear a mask
- The teachers' room and its equipment will be disinfected regularly by the teams before and after each use. All disinfection equipment will be available
- Surfaces and hands sanitizers are available in rooms, in public areas, in classrooms and during excursions at all times
- Official FOPH Posters showing barrier gestures will be displayed in the rooms
- Every Sunday, before student's arrival, teachers and activity monitors will follow a specific training on hygiene rules, barrier gestures and crisis management. The training content is produced by Alpadia and the animation is done by the Camp Manager

## *Free time*

- Only free time inside the campus will be allowed this year. It will not be possible to leave the campus during free time

## *Catering*

- Students and staff will not eat at the same table
- Students will receive their personalized water bottle upon arrival
- Students will not be allowed to enter the kitchen
- Students are not allowed to share their meals or drinks

# Covid-19 Safety Guidelines

## *In case of Covid-19 suspicion*

- In case of symptoms, student or staff will be immediately separated from the group and asked to wear a mask
- Quarantine rooms are available in sufficient numbers
- In accordance with Federal guidelines, our doctor will be contacted immediately for the management of the medical case
- From that moment, the only recognized authority is the one of the doctors and Alpadia will submit to this authority immediately and follow all recommendations
- In case of Covid-19 positive test, families and agent partners concerned will be immediately contacted for presenting the next steps required by the local authority
- The student in the same bedroom will be placed in a separate room in quarantine with three temperature checks daily
- In accordance with Federal guidelines, Swiss residents tested positive to Covid-19 will have to leave the camp immediately under the supervision of their parents. Non-Swiss residents will be placed in quarantine under the supervision of the doctor and/or local medical authorities. This apply both for students and staff

If a student needs to quarantine for a period longer than their initial booked end-date of the camp, Alpadia will take the responsibility to organise full-board quarantine accommodation and assign a staff member for supervision.

In that case, Alpadia will charge CHF 75 per student per night between 04.07 and 07.08.2021

In case a student needs to continue quarantining after the last date of summer camp, Alpadia will charge CHF 150 per student per night in after 07.08.2021.

Alpadia will help to organise PCR test for return travels, accommodate and supervise students to the local test centre.

The expenses of the PCR test are responsibility of the student and have to be paid directly on-site. The anticipated costs are CHF 200.

Alpadia, in coordination with its stakeholders, is doing everything possible to protect its staff and students during the COVID-19 health crisis. An overview of the measures taken by Alpadia and its stakeholders is listed above. However, despite all our efforts, we cannot guarantee zero risk.

**By signing this document**, I agree that If I knowingly come into contact with an infected person within 2 weeks of arrival, I will inform Alpadia immediately and I accept my booking may need to be cancelled.

By using our services, our customers, partners and staff appreciate our commitment to minimize risks and recognize our absence of responsibility in the event of a serious situation. Alpadia cannot be held responsible in this case.

These safety rules listed above are mandatory and any breach may lead to participants or staff being sent home without any right to compensation.

Date:

Signature of a parent or legal guardian: