



Dear Parents,

The Bavarian Ministry of Education and Culture has laid down all measures in a [framework - hygiene plan](#), the implementation of which we will now present to you at our grammar school. You can find an English summary of the important information of the ministry for the new school year [here](#).

- Due to this, the previous 3-step plan is no longer valid. Instead, the health authority will decide directly whether a school may have to take other or further measures.

Lockdown in Bavaria: Corona regulations for schools, day care centres and employees

[Schools and day-care centres will be closed across Bavaria from Wednesday](#). This applies to all grades. Emergency care is to be provided. How to proceed after the Christmas holidays (ending on 10 January) will be decided at a later date.

Since 16.11.2020

Due to the high workload of the health authorities, the school assumes the task of sending the affected classes home if positive cases are reported.

- The school immediately informs the Health Department about the positive case and the affected classes.
- The Health Department will then close the class(es) as soon as possible in accordance with § 28 of the Infection Protection Act, inform the school of the duration of the class closure and send the school a list of the affected persons to be reported. The school will inform the parents of the affected pupils when these lists have been requested or sent by us; only then can you expect to be contacted by the Health Office.
- When the Health Office informs the school about the test location and time, we immediately pass this information on to the parents of the affected pupils.

Further information can be found as usual on the homepage of the State Ministry at <http://www.km.bayern.de/coronavirus-faq>.

In the interest of the safety of the school community, it is of particular concern to us to point out that families returning to risk areas are subject to compulsory testing and that these persons are only authorised to enter the school premises if they have a negative test result or after the end of the quarantine period. More detailed information can be found here:

<https://www.gesetze-bayern.de/>

In the following we will show how the school life will look like in the essential facets under the current regulations or what has to be considered:

1. Mask obligation

Masks are compulsory for all persons on the school grounds and in the school building.



In all secondary schools in Munich the obligation to wear a mouth-and-nose covering in lessons for pupils from Year 5 onwards will stay in force until revoked. (09. October 2020).

The link to the respective information can be found in the valid [general hygiene plan](https://www.infektionsschutz.de/fileadmin/infektionsschutz.de/Downloads/Merkblatt-Mund-Nasen-Bedeckung.pdf) <https://www.infektionsschutz.de/fileadmin/infektionsschutz.de/Downloads/Merkblatt-Mund-Nasen-Bedeckung.pdf>

- Pupils do not have to wear a mask on the schoolyard if the minimum distance of 1.5 metres can be maintained (i.e. during football or similar games, the wearing of masks is still compulsory).
- The mask can now also be taken off while the classrooms are being ventilated. (13.11.2020)

On p. 3 of this leaflet you will find the reference to the specifications of the federal states. On the corresponding page with the Bavarian regulations, the mask to be worn is clearly defined

(See screenshot on page 1 of the German version) What is meant by a "mask"
For the daily use of the "normal citizen", any suitable precautions that prevent the spread of droplets caused by speaking, sneezing or coughing are sufficient in principle. This can also be a raised scarf. So-called everyday masks/"community masks" are most common. They can be self-sewn from fabrics (100% cotton, fabric as dense as possible). They do not offer complete protection.

Medical masks are mainly used in the medical field, in hospitals and care facilities (so-called FFP2/FFP3 masks).

Further information: Visors (made of plastic or other material) and so-called face shields are not an equivalent replacement for a mask, as they do not have a textile finish and do not completely cover the mouth and nose area. However, they can be worn/used in addition to the mouth-nose cover.

Please provide your children changing masks, as the day is long and masks soak through quickly. The previously used "Smile- by – Ego" plastic masks are no longer considered appropriate and must not be worn anymore. (11.12.2020)

An exemption from the mask duty is only possible with a medical certificate; the valid hygiene plan states that "all persons for whom §1 paragraph 2 of the 6th BayIfSMV provides an exemption are exempt from the mask duty". In this case it must be clearly confirmed that "due to a disability or for health reasons, the wearing of a mouth-nose cover is not possible or unreasonable". In this case, it must be noted that in the event of such an exception, the minimum distance of 1.5m must also be observed in the classroom and participation in the group work, which is again possible, is not possible.

2. Bavarian quarantine regulations (07.12.2020)

In case of a positive test of a student (index person), the class must always enter a 14-day quarantine since the last contact to this student. The quarantine ends prematurely for each



student who has been given an antigen rapid test or PCR test on day 5 at the earliest after the positive result has been reported to the health authorities.

The test is performed at the request and through the Munich Health Authority. Place and date will be communicated in time. In addition, private tests can also be arranged. However, these are only valid if they are carried out from the 5th day onwards. Students must prove this to the school independently by presenting the results of the test, which must show the date of the test. Earlier tests before the 5th day since the positive result was reported to the health authorities cannot be taken into account. If a student is tested at a later date, the quarantine ends when the test result is negative. If a student does not present a corresponding negative test result, the 14-day quarantine will continue. If students outside the school context are reported to the public health department as close contact persons (KP1), the quarantine can only be terminated for these students by a test with a negative result on the 10th day after the last infection-relevant contact at the earliest. In this case, the end of the quarantine is determined individually by the public health department. (Text according to the RGU document).

Please be aware that there is a duty to attend school in Bavaria and to follow the rules of quarantine after returning from risk areas, simultaneously; parents are obliged to make sure that children attend the school. (08.12.2020)

3. Hygiene rules in the classroom

The known rules laid down in the hygiene plan are visible in each classroom; teachers will provide regular ventilation and continuously remind students to observe the rules for the protection of all. Surface and hand disinfection are available; the school building is thoroughly cleaned daily.

4. Ventilation

We are increasingly paying attention to ensuring that all rooms in the school building are sufficiently and regularly ventilated. We are also keeping an eye on current developments in supporting technology and will systematically test appropriate options. Even with decreasing temperatures, we will always ensure sufficient ventilation of the rooms by using windows and doors (since 16th of November, we use very sensitive CO₂ devices that make a clear sound when the air in the class room is no longer as good as needed; due to this, the ventilation takes place). Please remember that your children should therefore always carry an extra cardigan, blanket or jumper with them when temperatures are low; a seat cushion is also possible. Of course, the extra warming clothes or blankets do not belong to the school uniform and must be taken off again once the normal room temperature has been reached. Thank you. (Update 16.10.2020)



Ventilation units: Since 23rd of November 2020, ventilation units have been in use in the Latin Room, the Science Room and the Laboratory (Chemistry Room), as it is not possible to ventilate these rooms in a shock. The units have been specially selected by specialists for use in the room size.

5. Quarantine orders by the district administrative authorities (cf. RHP 11.12.2020, 14.2.1.). In the event of a confirmed COVID-19 case of a pupil in a school class, the entire class will be quarantined as before ("cohort isolation").

What is new, however, is that the pupils

- can be tested for SARS-CoV-2 from the fifth day after initial exposure and
- if the test result is negative, they may immediately return to the classroom. (11.12.2020)

5. Entrances and exits

The school can again be entered through both entrances, i.e. the Black Gate in Maria - Theresia- Straße and the White Gate in Neuberghauser Straße (but only with mouth and nose protection).

- a. We would like to remind you that if you bring or pick up your child by car, please use only the drop-off zone for the students of the grammar school in Maria-Theresia-Straße and in the interest of traffic safety, please do not drive into Neuberghauser Straße before classes begin and during pick up times. Many thanks!
According to the hygiene plan we have again defined different entrances and exits for the students of the different grades:
- b. Grades 5 and 6 enter and leave the building exclusively through the entrance and exit at the east wing at the back of the school.
- c. The 7th classes enter and leave the school building exclusively through the entrance and exit under the arcades at the back of the school.
- d. The 8th classes only use the entrance and exit above the ramp.
- e. The 9th and 10th classes use only the entrance and exit opposite the ramp, which leads them directly to their classrooms.
- f. The Q 11 and 12 use the entrance and exit to the Lamont building or independently the access to the respective classrooms.

6. Breaks

In the yard breaks after the 2nd and 4th hour we divided the school grounds into several areas according to the hygiene plan:

- a. The 9th and 10th classes will be in the Quiet Area in front of the Lamont building



- b. The 5th and 6th grades as well as the 7th and 8th grades are in weekly rotation either in the area next to the table tennis tables or in the area of the soccer field and the climbing frame. The teachers of the lesson before the break take the students of grades 5 - 7 to the respective area; the teachers of the lesson after the break pick them up there accordingly.
- c. During the breaks, the students of the Upper School stay in the Upper School Room, the classrooms in the Lamont building or outside the school grounds.
- d. The sale of the snacks will take place again; the minimum distance of 1.5m between the queuing students will be maintained.
- e. During lunch break, during the overlap between the primary and secondary school, we divide the schoolyard into one area for the elementary school and another for the secondary school (the areas are changed weekly). The fact that the students of the secondary school go out to eat in three times makes this well manageable.

7. Lunch (12th of October 2020: valid during normal tuition at school)

The meal break is divided into two consecutive times.

a. 13:25 – 13:45:

i. 5a, 6a, 7a, 8a eat in classrooms 5ab, 6ab, 7ab and 8ab, so that only every second place is occupied (same rooms and places). Afterwards, the pupils go to the schoolyard through the exits usually used by the year groups (13:45 - 14:05).

ii. Pupils in 9a and 9b eat in the two Lunch Hall rooms, as the classrooms are located very far from the Lunch Hall, and then take the exit above the ramp to the break area.

iii. In case of bad weather the following regulations apply:

5b, 6b: Pupils go out of the school building into the covered area of the arcades (with mask, under supervision).

7b: Pupils stay in the area in front of the 8b/next to the spiral staircase (sale during breaks) on the ground floor.

8b: Pupils are in the vestibule or covered area of the Lamont building.

b.13:45 – 14:05:

i. 5b, 6b, 7b and 8b eat in the classrooms of 5ab, 6ab, 7ab and 8ab so that only every second place is occupied (same rooms and places). Afterwards they go into their next lessons.

ii. Students in 10a and 10b go to the break after the 6th lesson via the exit above the ramp. Between 13:45 and 14:05 they enter the building via the entrance above the ramp and eat in the two rooms of the Lunch Hall (same places and rooms). Afterwards they go to their next lessons.

iii. In case of bad weather the following regulations apply:

5a, 6a: Pupils go out of the school building into the covered area of the arcades (with mask, under supervision).



7a: Pupils stay in the area in front of the 8b/next to the spiral staircase (sale during breaks) on the ground floor.

8a: Pupils are in the vestibule or covered area of the Lamont building.

- c. The tables will be cleaned by the waiters, as it is done in the Lunch Hall.
- d. More supervisors (teachers) will be required and assigned accordingly. For Years 5 – 8 there are carts near the classrooms for depositing plates and cutlery after meals.

8. Use of the toilets

Toilets should be used during the lessons if possible to avoid crowds during breaks. Of course, in urgent cases, students can use the toilets during breaks. No more than two students may be in the toilets themselves at the same time.

9. Tuition

In accordance with the new regulations, we will offer all subjects again in compliance with all regulations.

Cross-class instruction in fixed groups (e.g. German, foreign languages; religion/ethics) is again possible; however, in the classroom, care will be taken to ensure that seating is arranged in blocks (e.g. all students in class 5a in the left-hand part of the classes, all students in class 5b in the right-hand part).

This applies to all cross-class subjects, e.g. also intensification, tutoring and enrichment, which will not begin until September 28, 2020. Pupils can apply for the enrichment by themselves (to be submitted to the class administration by 21.09.2020). If your child is assigned to one or more intensives or remedial classes, you will receive a message from the teacher. This allocation will be decided by the teaching staff.

Classes for more than one year group (optional classes) are only possible if a distance of 1.5m is kept between the students. Accordingly, the choices for this year's elective lessons have been repeated during the first week of school; only students from one grade take part in the elective lessons together. (07.09.2020)

PE lessons take place at the premises of ESV Ost in Berg am Laim. As soon swimming will be allowed and possible again, you will be notified immediately. **With effect of the new framework hygiene plan of 11.12.2020, there will be no more sports classes; only in Q12 classes are possible if an incidence of below or up to 200 is not exceeded.**

In Music lessons, in spite of wearing masks, singing in groups is no longer allowed.

The use of the learning platforms Mebis and Teams will continue this school year. During the first lesson, the teachers provide the students with binding information about the platform to be used (and also about the performance records and assessments in the respective subject).

10. Distance learning

- **With the effect of the 11th of January 2021 this applies to all year groups (till initially until 29th of January 2021:**



In distance learning, pupils who are currently learning at home in quarantine or in the changeover classroom will be able to follow lessons digitally. The curriculum is thus implemented without delay.

- Groups: You have been informed about your child's group (A/ B). We consider siblings children in primary school, so that all siblings will have attendance lessons in our primary school and Gymnasium in the same time. **Not applicable till 29.01.2021**
- The timetable applies: **Additional offers like enrichment, Intensivierung and elective lessons cannot be taught during distance learning. CTTS will take place. This way, the students can "meet" the group and the class teacher regularly and be in exchange. PE lessons cannot take place; the PE department is currently planning an online offer. We will inform you as soon as we know more.**
- The sports department offers a voluntary PE option for the pupils; they have also sent you as parents the dates (for the year groups on MS Teams in the "Sport" team in the respective class channels are the invitations to the "meetings" for the pupils):
 - o Years 5 and 6: Tuesday, 8th period (from 14:00)
 - o Years 7 and 8: Wednesday, 3rd lesson (from 10 :00)
 - o Years 9 and 10: Thursday, 10th hour (from 16:00.)
- While participating in lessons via zoom, the students can see the presentation and hear (or see) the teacher, but they can also hear the students present and digitally connected. They themselves can ask to speak accordingly. This enables them to continue learning even from home. The teachers follow up on attendance and visibility. **(Not applicable till 29.01.2021)**
- Live - stream from the classroom in distance learning (single absences(quarantine)):
- In case of necessary distance teaching **of single students** the transfer of the lessons to the pupils who are not present will be used. The teacher is often visible, but certainly always audible; the pupils present, however, are partly audible to their classmates who are connected from a distance. After the sound and, if applicable, the picture (only applies to class 8a) of the pupils is transmitted outside, we need your consent as a parent or adult for data protection reasons. (e-mail of 01.12.2020, innovations KMS of 27.11.2020)
- Attendance obligation: Attendance is compulsory for learning at home as well as for attendance classes; in case of illness etc., the school must be informed in advance as usual.
- Binding force/grading: As listed in the [framework concept](#) of the Bavarian State Ministry of Education and Cultural Affairs for distance learning in this school year, it is just as binding as attendance lessons. Accordingly, the adaptation of the Bavarian School Regulations (BaySchO) has created a concrete legal framework for distance learning. This means that it is also possible to conduct oral performance assessments on this basis.
- Grading under pandemic conditions
- The Ministry makes it clear (KMS of 27.11.2020) that grading has to continue. **Kleine Leistungsnachweise** like presentations, **Unterrichtsbeiträge** and



Rechenschaftsablagen werden weiter erhoben. Immediately after the transition from full distance learning in one class back to tuition at school (after quarantine), no written testing will be assessed at the Gymnasium for one week (5 teaching days), apart from justified exceptions. In the qualification phase (Q11/12) exceptions are generally conceivable. If this has to happen, it will be clearly communicated.

- **Webcam:** During digital participation in face-to-face teaching, the camera and microphone should therefore be switched on and, accordingly, no other persons may take part in digital teaching, i.e. if possible no other persons may be in the same room.
- **No computer lessons all day long:** Pupils at home will often, but not for whole days, take part in digital face-to-face lessons. As a rule of thumb, about a quarter to half of the lessons in a subject will be replaced by pupils working independently. If there are about four hours of mathematics in the timetable, about one lesson should be devoted to practice or other tasks to be worked on independently. This can be done in a full lesson or in shorter units during the lesson and is announced by the teacher. If required by the curriculum, independent work can also take place beyond this rule of thumb in consultation with the respective subject supervisors.
- **Class teachers/coordinators:** The class teacher teams and the coordinators of the lower and intermediate levels are in close contact with the subject teachers and ensure that during the learning process at home, the pedagogically most sensible alternation between (digital) presence and independent work takes place.
- **Lending equipment:** If individual pupils do not have a laptop that can be used for distance learning, a limited number of pupils have the possibility of borrowing a laptop from the school if there is a proven need. Parents (or, if applicable, adult students) should contact the school once the planned start of the block lessons has been announced. Many thanks.
- **Communication:** The familiar channels of communication between teachers and pupils continue to apply. Students can also contact teachers outside of class on school days between 8:00 and 18:00 via Team Chat.
- **Emergency care:** At the Gymnasium, this applies to Years 5 and 6. The rules we have sent you (07.01.2021) apply. Students please bring **their own laptop or tablet along with their own headset**, so that they can follow their school day as planned.

11. Students - diseases

These regulations apply in the case of pupil illnesses, see Dealing with symptoms of illness and colds in children and young people at school, Attachment 3 of the document of the Bavarian Ministry of Education and Cultural Affairs of 13.11.2020:

Dealing with symptoms of illness and colds
for children and young people in schools
- Information for parents and guardians -

Status: 14.12.2020



When must my child stay at home in any case?

Sick pupils with acute, flu-like symptoms such as

- Fever
- Cough
- shortness of breath, shortness of breath
- loss of the sense of taste and smell
- sore throat or earache
- (feverish) cold
- Limb Pain
- severe stomach ache
- Vomiting or diarrhoea

school attendance is not allowed.

School attendance is only possible again when

- the pupil **no longer shows any symptoms of illness** for **48** hours (except for a slight cold and occasional cough)
- the **pupil has been free of fever for 48 hours**
- in addition, **no** corresponding medical certificate or a negative covid 19 test (PCR or AG test) is necessary. **The parents have to provide the school with a written statement that confirms that their child has been free of symptoms for at last 48 hours.**

Is my child allowed to go to school with mild, newly appeared and non-progressive cold symptoms (a cold without fever, occasional cough)?

- The following applies to pupils from Year 5 onwards:
 - o School attendance is not permitted from the day on which the symptoms appeared.
 - o School attendance is only possible again when
 - o no fever has developed at least 48 hours after the onset of symptoms; and
 - o no adults in the home environment suffer from cold symptoms or have been excluded from a sars-cov2 infection.

12. Parents

- a. **Parents of pupils of the grammar school are not allowed to enter the school premises until further notice.**
- b. Parents' evenings
...will take place via Zoom. More detailed information will be sent to you.
- c. Parents' meetings
...will also take place via Zoom. In urgent, justified exceptional cases, however, the talks can also take place at school.
- d. Parent representatives
The meetings of the elected parent representatives of the school (not of the individual year groups) take place in the school in accordance with the applicable rules and in consultation



with the school management. Digital meetings are scheduled with the parent representatives of the individual year groups.

In case of necessary adjustments in the implementation of the measures, we will inform you immediately or adapt this document accordingly, which you can view at any time on our [homepage](#) (Hygiene Plan Gymnasium).

With kind regards,

Kathrin Volkmann
Head of Secondary

Bastian Becker und Benjamin Bohn
Deputy Heads of Secondary