



DEPARTMENT OF EDUCATION
Office of the Secretary

SECRETARY'S CIRCULAR INSTRUCTION NO: 10 OF 2020

Date: 28 July, 2020

File: CM2-4-2

TO: ALL HEAD TEACHERS/PRINCIPALS OF SCHOOLS IN NCD
ALL SCHOOL INSPECTORS IN NCD
ALL SSM – MINISTRY OF EDUCATION
ALL CHURCH EDUCATION SECRETARIES

SUBJECT: SUSPENSION OF CLASSES IN NCD SCHOOLS FOR TWO (2) WEEKS AS OF WEDNESDAY JULY 29 – WEDNESDAY AUGUST 12, 2020 DUE TO THE LATEST SPIKE IN COVID-19 CASES

1.0 AUTHORITY

This Secretary's Circular Instruction (SCI) is issued under Section 28 of the Education Act 1983 (Consolidated to No. 13 of 1995).

Consistent with the Controller's Order No. 10, and the specific directions and instructions of the Minister for Education, this SCI is issued.

2.0 APPLICATION

This circular applies to all schools and institutions operating within the National Education System (NES), permitted schools and private schools in the National Capital District.

3.0 PURPOSE

The purpose of this SCI is to direct all education authorities and administrators of all schools and institutions operating within the National Education System (NES), permitted schools and private schools in the National Capital District to suspend classes and schools remain closed as of Wednesday 29th July 2020 for 2 weeks until Wednesday August 12, 2020.

4.0 BACKGROUND

National Operations Centre (NOC) for COVID-19 has reported an increase in the confirmed cases of coronavirus. The latest number of confirmed cases stands at 63 as of

today. Most of these confirmed cases of COVID-19 are in the National Capital District. With the unpredictability of this virus, Education Department is taking a stand to protect its students and teachers from being infected and affected by the virus.

This SCI is to be read in conjunction with the Secretary's Circular Instruction 5 of 2020 on New Normal Actions to Take to Prevent Spread of COVID-19.

5.0 PERIOD OF SUSPENSION

5.1 The period of suspension is two (2) weeks, from Wednesday 29 July – Wednesday 12 August 2020.

5.2 The schools will resume normal classes on Thursday August 13, 2020.

6.0 INSTRUCTIONS ON PREVENTIONS AND CONTROLS IN SCHOOLS DURING THE SUSPENSION PERIOD

6.1 Teachers are to put in place plans to recover lost academic work during the 2 weeks through online learning, projects, take home work, etc. during the suspension for Grades 7 – 12 students.

6.2 Schools that have no proper washing and toilet facilities are directed to use the suspension period to construct such facilities.

6.3 If possible, the school boards and management can decide to sanitize the entire school during the suspension period.

6.4 School management decide on which critical Ancillary Staff to be allowed into the schools during the suspension.

6.5 Grade 12 Written Expression Examinations: All Secondary Schools must give sufficient work to their Grade 12 students to prepare them for the Written Expression Examinations that will take place on Monday August 17, 2020. A specific circular on Examinations would be given if the lockdown is extended.

7.0 OPERATIONS OF SCHOOLS IN OTHER PARTS OF THE COUNTRY

7.1 Schools in other provinces must continue normal classes. Further directions and instructions will be issued, if and when necessary.

7.2 However, all schools are directed to observe and practice COVID-19 protocols of washing hands regularly, applying hand sanitizers, having temperature readings using temperature guns, maintain social distancing, etc.

8.0 CONCLUSION

The Department of Education at the direction of the Government is issuing this circular instruction to protect our students and teachers.

I thank you all for your understanding and support during these trying times. Let us remain united.

For your information, adherence and support.


DR. UKE KOMBRA, PhD
Secretary for Education



Dated this: 28th July, 2020.

Distribution:

- : All Principals – National High Schools, Secondary Schools, Provincial High Schools, Primary Schools, Elementary Schools in NCD
- : All Principals – Permitted and Private Schools
- : All Inspectors and Guidance Officers
- : All Chairpersons - Governing Councils, Boards of Governors and Boards of Management of schools in NCD
- : All Church Education Secretaries
- : All Education Officials