



LAL Language Centres

COVID-19 Policy

Purpose and Scope

This policy will cover how our operations will be affected and will ensure that staff, parents, students and agencies are aware of how LAL will handle all aspects of the programmes at our schools.

COVID-19 has created an ever-changing landscape with each government's guidelines being different and circumstances changing all the time. It is extremely important for all third-party stake holders – parents, students and agencies – to check our policy regularly for changes which may have an effect on the trip to the UK or South Africa.

The below policy is written according to current guidelines and is subject to change.

Policy

It is LAL's policy to:

- Keep everyone involved in the programme safe, including venue school or university staff
- Remain compliant with government guidelines
- Minimise risk of infection amongst its student and staff body

Method

Prior to and on student arrival

- All areas are deep cleaned
- All equipment is disinfected
- The most recent government guidelines are known by all staff
- Contact has been made with Public Health England or NCID (National Institute for Communicable Diseases) in South Africa, in case of an outbreak
- Isolation Area has been identified
- Most recent version of the policy is posted on the website
- Staff are trained in all aspects of the policy and processes for all eventualities
- Sufficient PPE, sanitiser and other relevant medical and first aid supplies are available
- LAL's insurance cover related to COVID is identified and communicated to agencies and parents
- Comprehensive check lists are in place and adhered to

- For students on Young Learner courses or students under the age of 18 on adult courses, all parents must complete a welfare form to include parents' contact details, medical information and contact COVID-19 history
- For adult students a registration form must be completed on arrival
- LAL emergency phone number(s) are readily available to all third parties
- Pre-arrival information has been issued/published to include what students must bring e.g. masks, sanitiser
- Appropriate transport from port of entry is in place
- NHS (UK) or NCID (South Africa) and any other social distancing notices are posted around the school
- Contactless registration is in place where possible
- Risk assessments reviewed, written and made available to staff, and on the website
- Operational Procedures to be reviewed, to include the effect of COVID-19
- Pre-arrival level tests completed
- Establish source for pre-departure testing, if required, and ensure that results are received in time for departure.
- Ensuring homestay hosts are compliant with all COVID-19-related procedures

During the Programme

- Students are advised of all procedures relating to COVID-19
- Sanitising products are always available in all communal areas
- Social distancing is encourage although not a legal requirement in the UK
- Mask wearing to be adhered to (according to UK government policy)
- Regular deep cleaning of all areas
- Regular cleaning of all equipment
- For all students under the age of 18, regular meetings with pastoral staff
- Activities and excursions to take place outside where possible
- Leisure providers to supply their own Covid risk assessment prior to the visit and staff ensure guidelines are adhered to during the excursion.
- Comply with external governments' requirements for student and/or group leader repatriation e.g. testing prior to departure**

** Any testing will be at the student's expense unless the test is paid for by the government

After the Programme

- If student has symptoms or tests positive, we will need to be informed immediately

Current Government Roadmaps

UK

At the time of writing, the government has removed all covid-19 legal restrictions. Although it is no longer legally required to self-isolate if they test positive it is still advised to do so. Face coverings are no longer a legal requirement but many places encourage that their customers wear one.

South Africa

South Africa is currently under adjusted Alert Level 1 lockdown restrictions. This is subject to changes, depending on infection, death and vaccination rates and efficiency.

Procedure for COVID-19 Symptoms and Testing

The facts surrounding this procedure are subject to change, according to government guidelines so will be published nearer the time of the programmes.

If the student is due to return home during a period of self-isolation, it is the agency or the parent's responsibility to change any return flight.

Additional costs for changing a flight are at the student's expense and these are not covered by LAL's insurance.

Other Information

- For young learner courses, a checklist created by members of YL EUK, a special interest group of EUK schools, will be used to ensure that the schools are as COVID-safe as possible
- For more information from government websites please go to:
 - [UK](#)
 - [South Africa](#)