

GICLM
Crisis Management Matrix [Infectious disease] January 2020

Risk Level	Campus Access Control	Educational Delivery	Co-curricular Program	Community Events	Field Trips / Travel	School Transportation	School Operations	Personnel	Emergency Care	Communication
Level 1 Low risk	Students must be kept at home when infectious disease symptoms occur ID's to be worn by all adults on campus at all times Screening by the health staff	Regular school programme Hygiene and hand washing emphasized Homework provided for any student not attending for an extended period due to illness	All regularly scheduled activities allowed	All regularly scheduled activities allowed	Field trips allowed, subject to approval by HoS	All bus routes run as usual	Increased cleaning of school Continued manual disinfecting by Cleaning personnel Food service as normal SLT Crises Team Meeting weekly	Normal working conditions All faculty and staff report to work (unless with symptoms) All employees returning from infected areas must have medical check and health monitored for 2 weeks	Normal emergency medical protocols Information to Parents out	Use of email and website to faculty/ staff and community in conjunction with information as required Faculty Meetings to ensure that everyone understand protocol Student assemblies to ensure students understand protocol and proper hygiene procedures
Level 2 Moderate Risk Board Informed	Students must be kept at home if infectious disease symptoms occur ID's to be worn by all adults on campus at all times Campus open only to GICLM students and parents Access for all others by appointment and interview at entrance only. Temperature checked	Regular school program Homework for any quarantined students provided online Confirm contingency plan	All regularly scheduled activities allowed All visitors will be interviewed re-travel and symptoms. Log maintained.	Regularly scheduled events and gatherings reviewed. Allowed for students, parents, faculty/staff only	All field trips suspended	All bus routes run as usual Posters on buses with reminders not to get on bus if anyone in family has infectious disease symptoms	Increased cleaning of school Continual disinfecting throughout the day Professional disinfecting every 3 days Food service as normal	Normal working conditions. All faculty and staff report to work (unless with symptoms and temperature over 38C. Readmittance to school only with doctors clearance). All staff avoid public transport.	Emergency medical protocols Deep cleaning All traveling students tracked and monitored	School webpage updates as necessary in conjunction with the official agencies Email, text and App to update daily Daily updates to community Daily tutor updates to students re: care and hygiene
Level 3 Medium risk	Students must be kept at home if infectious disease symptoms occur or if they have had contact with someone with infectious disease symptoms ID's to be worn by all adults on campus at all times Interview of all faculty/ staff and students as they enter campus Campus closed to all visitors Students not allowed off campus during school day	Regular school program in parallel with implementation of online managebac learning options In-servicing of parents via email and webpage on use of online learning program	Co-curricular program suspended Large gatherings (i.e. assemblies) suspended All students exit campus by 15:30 Only students and families allowed on campus	All special events and community gatherings cancelled	All field trips suspended	No bus service provided; families must provide own transportation	Increased manual disinfecting by increased number of cleaning personnel Continual disinfecting throughout the day Professional disinfecting every evening Food service as normal in school. Students asked to carry own Tiffin – no deliveries.	Board emergency meeting to determine how the school should continue to operate No full faculty/staff gatherings	Authorities will advise which hospitals are prepared for the possible pandemic	Email and webpage updates to faculty/staff and community Ongoing communication with health authorities School must respond to health authority directions Communications E-blast to Community daily. Managebac update for all users Daily tutor updates to students re: care and hygiene
Level 4 High Risk	School facility closed for indeterminate period of time or until risk assessment substantially declines.	Full implementation of online learning protocol for teachers and students on Managebac	Not applicable; school facility closed	Not applicable; school facility closed	Not applicable; school facility closed	Not applicable; school facility closed	Full Campus disinfecting procedure before school resumes.	All faculty and staff to remain at home, providing online learning support	Not applicable; school facility closed	Daily updates on webpage to faculty/staff and community Further communication using Managbac

Risk Level Indicators:

Risk Level 1 (Low Risk):

- **No School Community cases of infectious disease**
- Very few reported cases of infectious disease in Mumbai
- Some countries declare public health emergency
- Airports implement informal screening mechanisms

Risk Level 2 (Moderate Risk):

- **Limited number of infectious disease cases in Mumbai and NO case in the School Community**
- Travel advisories recommended by WHO, CDC, government authorities
- No GICLM students, families, faculty or staff identified with infectious disease
- Average student attendance remains high, 90-100%
- Infectious disease virus behavior / contagiousness remains unchanged
- No advisories

Risk Level 3 (Medium Risk)

- **Few infectious disease cases within Mumbai and the School community**
- Increased community spread of infectious disease in Mumbai
- Average student attendance below 80 – 90%
- Increasing evidence of potential restrictions on airline travel / other forms of international public transportation
- Infectious disease behavior / contagiousness changes to higher risk level

Risk Level 4 (High Risk)

- **Spread of infectious disease within the GICLM community rapidly increasing**
- Infectious disease cases quickly increasing in Mumbai area
- Government directs that schools be closed
- Evidence that hospitals are unable to manage or meet health care needs related to infectious disease
- Evidence of restricted airline travel or major travel restrictions
- Staffing and attendance issues at School

Reference: Mahindra IS and Ecole Mondiale for shared outlines