



Minutes of the School Board meeting of Friday, 16 September 2022

Present:

Mrs. Catherine Dauer, Principal
Mr. Cédric Barbeau, Headmaster
Mr. Mohamed Sidibe, DAF
Mrs. Delphine Castre, CPE (meeting secretary)
Mr. Julien Lecas, COCAC
Mr. Rachid Ashkar, elected member of the school board
Mrs. Hélène Cobbaert, elected member of the EC
Mr. Krishan Kapoor, member of the school board
Ms. Maëlle Longueville, elected representative (secondary school)
Ms. Chrystel Delaigue, elected representative (secondary school)
Ms. Enyonam Fleku, elected representative (primary school)
Mr. Rémi Salomon, elected representative (primary school)
Ms. Amanda Enuwoame, elected representative for administrative and service staff
Mr. Yann Adepo, student representative

Start: 16:12 / End: 17:50

This extraordinary school board meeting was held following the CHSCT of 15th September, 2022 concerning the easing of the health protocol put in place in May 2022.

This protocol has been in place at LFIA for a period of two weeks since the beginning of the academic year to observe the evolution of the COVID-19 pandemic.

We invited Dr. Faddoul, the French Embassy's medical advisor, to the CHSCT meeting on 15th September, to give us information on the evolution of the disease and to advise us on the easing of the protocol.

Attached is the CHSCT proposal for implementation on Monday, 19th September, 2022:

IMPORTANT: AMENDMENT OF THE COVID 19 PROTOCOL AT LFIA

Dear parents,

Following the recommendations of the embassy's medical officer, Dr FADDOUL, the CHSCT (Health, Safety, and Working Conditions Committee), which met on 15 September 2022, has eased the COVID protocol.

Here are the new instructions as of Monday, 19th September, 2022.

- **Wearing a mask is no longer compulsory but optional for all persons entering the establishment.**
- **Temperature taking and the use of a hand sanitizer remain mandatory when entering LFIA.**
- **Regular hand washing with soap and cleaning with hand sanitizers remain mandatory throughout the day at LFIA.**

Students and adults with fever, cough, cold, sore throat, or any symptoms suggestive of Covid-19 will be isolated and examined by the school nurse.

- The family of any student showing even minimal symptoms will be called to pick up the child who will be required to wear a mask while waiting for the parents.
- The staff will be invited to contact the nurse, Mr. Bako, who will recommend a consultation with a doctor or will proceed with an antigenic test if necessary

Do not bring your child to school:

- If your child has symptoms, consult your doctor before returning to school and have a PCR or antigen test done at a medical centre if necessary.

POSITIVE CASES

Any person positive for Covid-19 (students and staff) **will be required to observe a minimum of 5 working days of isolation** and return to the school with a negative PCR or antigenic test performed at an approved medical centre. After 10 days of isolation, the person may return to school without any test.

CONTACT CASE

(Any person without a mask who has been in contact with a COVID-19-positive person at a distance of less than one metre for more than 15 minutes).

Any person who is a case of contact will be able to enter and attend classes at LFIA, wearing a mask for 5 working days. If they develop symptoms during these 5 working days, they should be tested immediately (without waiting for the end of the 5th day) and consult their doctor:

- If the PCR test is positive, the person will have to remain in isolation until the 5th day and produce a negative PCR or antigenic test before returning to school.
- If the PCR test is negative, the person may come to LFIA wearing a mask for 5 working days

RETURN FROM HOLIDAYS:

Wearing a mask is compulsory during the first week of school (5 working days) for both students and staff (from 7/11 to 11/11 - from 3/01 to 6/01 - from 7/03 to 10/03 and from 8/05 to 12/05).

LFIA will notify parents of a class in the case of any reported positive COVID 19 cases.

All test results should be sent to LFIA by email or WhatsApp.

For any information, contact the infirmary: PCR test results, questions... infirmerie@lfaccra.com, 03 03 96 5737 (WhatsApp)

We urge everyone to take responsibility in the interest of the community and count on you to maintain pedagogical continuity in the classroom.

Catherine DAUER,
Principal

For the staff, it was reiterated that Mr. Philip Bako is the person entitled to decide whether or not to do a COVID antigen test. This test is the responsibility of the school for the staff but we do not have enough for the whole school community.

Following Mr. Remi Salomon's request: Ms. Dauer and Mr. Barbeau confirmed that in the case of a positive case, the person must isolate themselves for 5 working days. We have to count 5 days from the date of the test.

Vote on this ease of protocols:

Abstention: 0

Against: 0

For: Unanimous

The easing of protocols was voted for unanimously for implementation on Monday, 19th September 2022.

Other matters:

1. Pick up of pupils at 2.30 pm: Who should be responsible for the pupils?

C. Dauer recalled that when they arrived, they started with the timetables of the staff, pupils and opening hours already in place in the school. For the primary school, the pupils entered the school at 7:15 am and for the secondary school it was 7:30 am.

C. Barbeau indicated that it is a question of responsibility. At the primary level, a system of cards with the photos of the people who can pick up the children has been put in place. On Friday, 16th September, they still had 120 cards pending.

The IT department has reminded the families to fill in the required form to make the missing cards.

Picking up children:

At the kindergarten, parents pick up their children. They are invited to stay and wait for their other children behind an imaginary line.

However, the main problem is rain, as the children normally gather in the playground.

In previous years, parents would go up to the classrooms in case of rain. This solution is not optimal because there is only one staircase. This bad architecture leads to a lot of movement and sometimes to inappropriate behaviour.

The management is considering ways to allow for a smoother pick up of pupils.

At 2:30 pm, the teachers hand over the pupils to the persons authorized to do so. The supervisors take charge of the children after 10 minutes and the administration calls the family. If the family is late more than 3 times in a month, an invoice is sent to the parents.

C. Dauer said that the main causes of lateness of the families are traffic jams and rain.

C. Barbeau confirmed that the facilities available do not allow for flexibility, especially when it rains.

Mrs. Longueville proposes to get the children from the classrooms especially when it rains. Mr. Barbeau points out the complexity of letting all the parents pick their children up from their classrooms as there are more than 400 people using the same stairs.

Following Mrs. Delaigue's request, C. Barbeau confirmed that it is not possible to leave the children at the gate outside for security reasons. Once inside the school, the children are under the responsibility of LFIA. From a safety point of view, we cannot leave primary school children waiting alone outside.

2. **Complicated reception of kindergarten children: is it possible for the ATSEMs to welcome the children from 7:30 am?**

According to the rules of the school, the children can come in from 7:15 am in the primary school and 7:30 am in the secondary school.

C. Dauer said that the ATSEMs start welcoming the pupils in class at 7:50 am. They start at 7:15 am but have to prepare the class with the teacher. They cannot, therefore, welcome the pupils into the classrooms before 7:50 am and supervise them.

In view of the number of children present in the school between 7:15 and 7:50 am, it was decided that the kindergarten children be received in the gymnasium and the elementary school children on the sports field. These are demarcated, shaded areas that protect the children from bad weather.

C. Barbeau said that on the playground there are too many corners where the children could go. The school has 5 supervisors for 300 pupils between 7:15 and 7:50 am. At 7:50 am the children must be ready to go to class. These places are safe zones for the pupils.

Mrs. Longueville said that these places are not ideal for the well-being of the pupils.

C. Barbeau said that they do their best within the structural constraints. The conditions are not optimal.

C. Delaigue proposed the hiring of new supervisors to allow the elementary pupils to stay on their playground.

C. Dauer proposed to put this item on the agenda for the next Board meeting.

3. During rainy lunch breaks, pupils are seated on sports field

During the lunch breaks, we do not have enough staff to welcome and supervise the children in the classrooms. The pupils are on the sports field, protected from the rain.

C. Barbeau said that the children do not sit on the floor. We try to find solutions for the well-being of the children.

4. Teachers' request for the use of Pronote to access students' absences and schedules.

This request has already been accepted and access has been granted.

5. Request by teachers to come and work at LFIA during weekends. Proposal for individuals to sign a disclaimer.

C. Dauer had contacted the AEFÉ's legal department on this subject. The principal is fully responsible for the safety of goods and people.

The principal said that she was aware of the electricity, internet connection and air-conditioning problems that staff may encounter at home. Nevertheless, C. Dauer confirmed that she did not wish to be held responsible for any unfortunate situation that may arise.

On this point, please find below the measures implemented:

- a) The security guards make rounds in the evening between 5:45 pm and 7:30 pm so that the staff can work until 7:30 pm.
- b) On Saturdays, the school offers sports activities for our students in the framework of the AS and assignments until noon. Staff members can therefore also be present in the school on Saturdays until 12:00 pm.
- c)

Mr. Salomon: Do we not have some kind of insurance so that we can be covered?

Mrs. Dauer (responsible for all staff) and the APE (responsible for local contract staff) are responsible for ensuring security. They do not wish to give access on Saturday afternoon and Sunday because there is no one to raise alarm in case of malaise or other problems.

Mr. Sidibe also said that the insurance was only for working hours, not Sundays.

Mr. Salomon wanted staff to be able to have access to the establishment on Saturdays all day.

C. Delaigue proposed that a security guard be hired in addition so that the staff could work until 3 pm on Saturdays. This hiring would be for 3 additional hours from 12:00 to 15:00.

Mrs. Dauer will present this point to the APE.

6. E-mail moderation

The moderation of emails has been removed.

However, C. Dauer reminds us that we are responsible for our messages as there is no proofreading. It is important to be precise without forgetting the duty of discretion.

7. Questions from parents

a) Canteen

Mrs. Cobbaert recalls that at the end of last year parents asked for more flexibility. We cannot force families to pay 3 or 4 months in advance for canteen meals.

Mrs. Dauer and Mr. Barbeau met with Atlantic in mid-August 2022, they asked for a monthly payment for 4 or 5 days a week. They did not succeed in obtaining a monthly payment but families were given the choice between 4 and 5 days for their children (including or excluding Wednesday).

Mr. Sidibé informs that there are problems with the service: the contracts have not been signed, and nothing binds the school with this service provider.

There are several problems. From a legal point of view, we could replace them.

However, the parents have already paid until December. If there is a change, it will take place at the beginning of 2023. Furthermore, there is a risk that the service provider will suddenly "quit".

Mr. Sidibe also informed us of the complexity of taking an appointment with the Atlantic manager. He was finally able to get an appointment which will take place on 23rd September at 11:30 am.

They are working on a change of provider. Once this canteen problem has been resolved, the summer hut could be put back into operation (as a reminder, the summer hut was closed during the entire COVID period).

b) Raising awareness of harassment

The primary school parents would like to be involved in this.

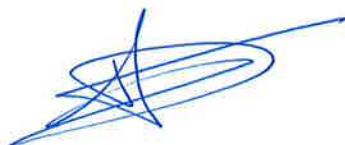
C. Barbeau has made an appointment with the parents and is delighted with this collaboration.

The Principal also informed us that we are in collaboration with the police of the French embassy in Ghana for an interaction with our students.

c) School uniform

C. Dauer proposed that the parents organise a survey to quantify the number of parents in favour of the introduction of a uniform and then discuss it in the various bodies.

Delphine CASTRE
Session Secretary



Hélène Cobbaert
Session Co-Secretary

