

GOVERNMENT OF NATIONAL CAPITAL TERRITORY DELHI

DIRECTORATE OF EDUCATION: SCHOOL BRANCH

OLD SECRETARIAT: DELHI-110054

No. DE.23 (386) /Sch.Br./2019-20/292

Dated: 05.03.2020

CIRCULAR

Sub:- Preventive Measures and Advisory for COVID-19 (Novel Coronavirus) Disease and Deputing Nodal Officers.

We are aware that the COVID-19 (Novel Coronavirus) is reported from China & other countries and there are a few travel related positive cases in India. Preventive measures are important to stop the spread of this disease.

In continuation to Circular No. DE.23(386)/Sch.Br./2019/227 dated 20.02.2020, all the Heads of Govt., Govt. Aided & Unaided Recognized Schools under DoE are, once again, directed to ensure the following:

- Sensitize the students and staff members for creating awareness about preventive interventions such as frequent hand wash, respiratory etiquettes (using handkerchief over mouth while coughing/sneezing, use of tissue paper or using the sleeve of shirt covering upper arm, staying away from school when sick, avoiding public gathering etc.) will help in preventing / reducing transmission of not only this disease, but also large number of other communicable diseases, notably flu like illnesses.
- Display relevant Information, Education and Communication (IEC) material and Do's and Don'ts at the notice boards and other prominent places (Do's and Don'ts in English and Hindi are enclosed).
- Not to hold school assembly.
- Nominate one Nodal Officer at School level for the implementation of Govt's decisions with respect to COVID-19.



- Withhold the biometric attendance in all Delhi Govt. Schools and Offices till further order.

Further, Nodal Officer is also to be deputed at Zonal, District and Headquarters level for implementation of Govt's decisions with respect to COVID-19.

A detailed list of all such Nodal Officers (with contact details) is to be maintained at each level.

Encl: As above.

S. Jain
5-3-2020

Addl. DE (School)

DE.23 (386)/Sch.Br./2019-20/ 292

Dated: 05.03.2020

Heads of all concerned Govt., Govt. Aided and Unaided Recognised Schools under Directorate of Education, GNCTD.

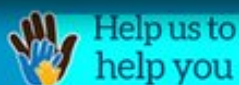
Copy for information with a request to take necessary action please:-

1. Secretary to Hon'ble Dy. CM / Minister of Education.
2. PA to Secretary (Education).
3. PA to Director (Education).
4. All RDEs, DDEs (District/Zone) to ensure immediate and urgent compliance.
5. System Analyst (MIS) for uploading on MIS.
6. Guard File.

Q. N. Singh

DDE (School)

Novel Coronavirus (COVID-19)



SCHOOL ADVISORY

- Schools are advised to **avoid any large gathering** of students during the course of the day in the school.
- Any student/staff with **travel history to any COVID-19 affected country** or in contact with such persons **in last 28 days**, should be monitored and home quarantined for 14 days.
- Class teachers should be alert to any child with **signs and symptoms i.e. fever, cough and difficulty in breathing**, and should immediately inform the parents to have the child tested.
- Ask parents not to send child back to school till advised so by the treating doctor.
- Teachers, school staff and students should also be advised about simple public health measures of hand and respiratory hygiene.
Hand hygiene: Wash hands frequently and thoroughly with soap & water or use alcohol based hand sanitizer, even when hands are visibly clean.
Respiratory hygiene:
 1. Everyone should **cover their mouth** with a tissue/handkerchief (or their sleeve if there are no tissues available) when they cough or sneeze and wash their hands afterwards.
 2. **Do not touch** your eyes, nose and mouth.
 3. Everyone should **throw away used tissues** in a bin and wash their hands after contact with coughing/sneezing.
- **Frequently touched surfaces** - door knobs, switches, desk tops, hand railings etc. should be disinfected.
- Provide **alcohol based hand cleaners/sanitizers** in frequented spots of the school.
- Ensure **availability of soap and water** in rest rooms at all times.
- **Foot operated pedal bins lined with plastic bag** should be provided in each classroom & rest room.
- In hostels, health status of students as well as the other ancillary staff, should be **monitored on regular basis**. In case there are suspected cases, the **authorized local medical authority** should be called for examination.
- Anybody with **signs & symptoms (cough, fever or difficulty in breathing)** should call State/UT helpline number or Ministry of Health & Family Welfare's 24X7 helpline at 011-23978046 or visit public health facility with a mask or mouth covered.

For further information

Call at Ministry of Health, Govt. of India's 24X7 control room number **+91-11-2397 8046**

Email at **ncov2019@gmail.com**

Novel Coronavirus (2019-nCoV)-General Advisory for Public

The 2019 novel coronavirus (2019-nCoV), Wuhan coronavirus, is a contagious virus that causes respiratory infection and can easily transfer from human to human.

Symptom

- Fever
- Difficulty in Breathing
- Coughing
- Tightness of Chest
- Running Nose
- Head Ache
- Feeling of being Unwell
- Pneumonia
- Kidney Failure

Incubation Period: 14 days asymptomatic

Mode of transmission

Human Coronavirus (2019-nCoV) is most commonly spread from an infected person to other through:

- The air by coughing and sneezing
- Close personal contact, such as touching or shaking hand
- Touching an object or surface with the virus on it, then touching your mouth, nose, or eyes before washing your hands

How to reduce risk of Coronavirus infection (2019-nCoV)

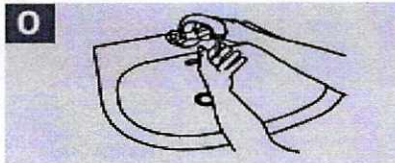
- Clean hands with soap and water or alcohol based hand rub for, at least, 20 seconds.
- Cover nose and mouth when coughing & sneezing with tissue or flexed elbow
- Avoid close contact with anyone with cold or flu like symptoms
- Avoid frozen meet
- Isolation of symptomatic patients for at least 14 days.

DO's and DON'T's

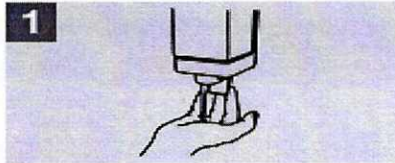
DO's	DON'Ts
<ul style="list-style-type: none">• Cover your nose and mouth with disposable tissue or handkerchief while coughing or sneezing.• Frequently wash your hands with soap and water for, at least, 20 seconds.• Avoid crowded places.• Person suffering from Influenza like illness must be confined at home.• Stay at more than one arm's length distance from persons sick with flu.• Take adequate sleep and rest.• Drink plenty of water/liquids and eat nutritious food.• Person suspected with Influenza like illness must consult doctor immediately.	<ul style="list-style-type: none">• Touching eyes, nose or mouth with unwashed hands.• Hugging, kissing and shaking hands while greeting.• Spitting in public places.• Taking medicines without consulting doctor.• Excessive physical exercise.• Disposal of used napkin or tissue paper in open areas.• Touching surfaces usually used by public (Railing, door gates, etc).• Smoking in public places.• Unnecessary testing.

24*7 Control Room has been established at DGHS (HQ), may be contacted for any query related to nCoV-2020
Ph: 011-22307145, 22300012, 22300036

Steps for Hand washing



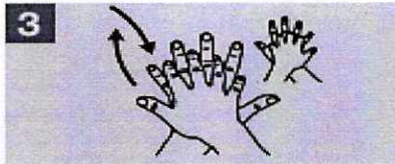
0 Wet hands with water;



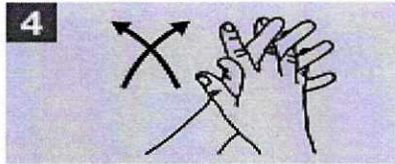
1 Apply enough soap to cover all hand surfaces;



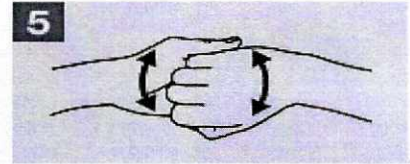
2 Rub hands palm to palm;



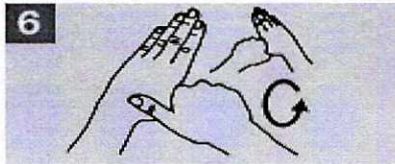
3 Right palm over left dorsum with interlaced fingers and vice versa;



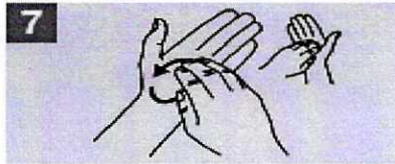
4 Palm to palm with fingers interlaced;



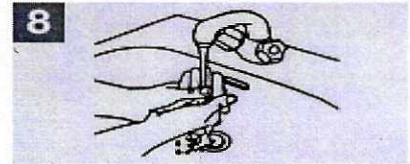
5 Backs of fingers to opposing palms with fingers interlocked;



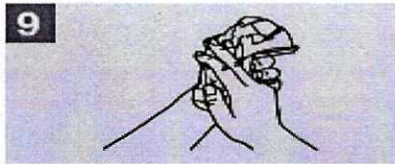
6 Rotational rubbing of left thumb clasped in right palm and vice versa;



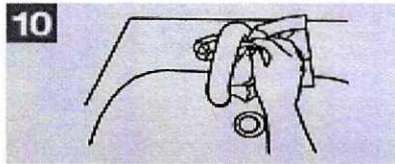
7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;



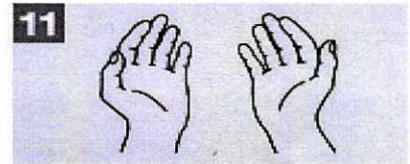
8 Rinse hands with water;



9 Dry hands thoroughly with a single use towel;



10 Use towel to turn off faucet;



11 Your hands are now safe.

कोरोना वायरस

कोरोना वायरस एक तरह का संक्रमित वायरस है। यह वायरस एक व्यक्ति से दूसरे व्यक्ति में संक्रमण के जरिए फैलता है। इस वायरस के लक्षण निमोनिया की तरह है।

कोरोना वायरस के लक्षण :-

- सिर दर्द।
- साँस लेने में तकलीफ़।
- छींक।
- खांसी।
- बुखार।
- किडनी फेल।

कोरोना वायरस से बचाव :-

- अपने हाथ साबुन और पानी या अल्कोहल युक्त हैंडरब से कम से कम 20 सैकेंड तक साफ करे।
- खांसते और छींकते वक्त अपनी नाक और मुंह को रुमाल या टिशू या मुड़ी हुई कोहनी से ढके।
- जिन्हें सर्दी या फ्लू जैसे लक्षण हो तो उनके साथ करीबी संपर्क बनाने से बचें।

क्या करें - क्या न करें

क्या करें	क्या न करें
<ul style="list-style-type: none">• खाँसने और छींकने के दौरान अपनी नाक व मुँह को कपड़े अथवा रुमाल से अवश्य ढकें।• अपने हाथों को साबुन व पानी से नियमित धोयें।• भीड़-भाड़ वाले क्षेत्रों में जाने से बचें।• फ्लू से संक्रमित हों तो घर पर ही आराम करें।• फ्लू से संक्रमित व्यक्ति से एक बाजू तक की दूरी बनाए रखें।• पर्याप्त नींद और आराम लें।• पर्याप्त मात्रा में पानी / तरल पदार्थ पियें और पोषक आहार खाएं।• फ्लू से संक्रमण का संदेह हो तो चिकित्सक से तुरंत सलाह अवश्य लें।	<ul style="list-style-type: none">• गंदे हाथों से आँख, नाक अथवा मुँह को छूना।• किसी को मिलने के दौरान गले लगना, चूमना या हाथ मिलाना।• सार्वजनिक स्थानों पर थूकना।• बिना चिकित्सक के परामर्श के दवाएं लेना।• इस्तेमाल किए हुए नेपकिन, टिशू पेपर इत्यादि खुले में फेंकना।• फ्लू वायरस से दूषित सतहों का स्पर्श (रेलिंग, दरवाज़े इत्यादि)।• सार्वजनिक स्थलों पर धूम्रपान करना।• अनावश्यक एच 1 एन 1 की जांचें करवाना।

सम्बंधित जानकारी के लिए 24x7 कंट्रोल रूम के निम्नलिखित नम्बरों पर संपर्क करें -

22307145, 22300012, 22300036



GOVERNMENT OF NATIONAL CAPITAL TERRITORY DELHI

DIRECTORATE OF EDUCATION: SCHOOL BRANCH

OLD SECRETARIAT: DELHI-110054

No. DE.23 (08)/Sch.Br./2019-20/293

Dated: 05.03.2020

CIRCULAR

Sub: Closure of Schools upto Primary Classes as a Precautionary Measure.

We are aware that the COVID-19 (Novel Coronavirus) is reported from China & other countries and there are a few travel related positive cases in Delhi also. Preventive measures are important to stop the spread of this disease. There is no need to panic.

Elaborate guidelines have already been issued in this regard vide Circular No. DE.23(386)/Sch.Br./2019/227 dated 20.02.2020 and No. DE.23(386)/Sch.Br./2019/292/ dated 05.03.2020. However, the students of Nursery and Primary classes are too young to understand the risks associated with COVID-19. Thus, they are more prone to infectious diseases and mingle around with their classfellows more often. It will be good that, they must be trained in the do's and don'ts of prevention from COVID-19 under the care and supervision of their parents at their home.

Therefore, in the interest of the health and safety of students of Primary Classes, as a precautionary measure, all the Government, Government Aided, Private Recognised (Unaided) Schools of Directorate of Education and those run by local bodies (MCDs, NDMC & Delhi Cantonment Board) **will remain closed with immediate effect for students up to Primary Classes till 31st March 2020.**

However, students of Classes other than Primary shall continue to come to schools / examination centres for writing their examinations as per schedule. Also, all staff members of the school (teaching and non-teaching) shall attend the School as usual.

This issues with approval of Competent Authority.

A. Jain
5.3.2020

Addr. DE (School)

DE.23 (08)/Sch.Br./2019-20/ 293

Dated: 05.03.2020

Heads of All Govt./Aided/Recognised Private Schools (including those of local bodies) of Delhi through DEL-E.

Copy to:-

1. OSD to Hon'ble Dy. CM / MoE.
2. PS to Secretary (Education).
3. PA to Director (Education).
4. All Director (Education) of MCDs, NDMC and CEO, DCB.
5. All RDEs and DDEs (District/Zone) to ensure compliance.
6. System Analyst (MIS) for uploading on MIS.
7. Guard File.

Q. J. J. J.

DDE (School)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SCHOOL BRANCH
OLD SECRETARIAT: DELHI-110054

No. F. DE.23 (386)/Sch.Br./2019/227

Dated: 20/2/2020

CIRCULAR

Sub:- Regarding Preventive measures and Advisory for Novel Coronavirus Disease.

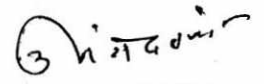
We are aware that the Novel Coronavirus is reported from China & 24 other countries and there are a few positive travel related cases in India also. Though much is not known about the disease dynamics, it is evident that there is human to human transmission. As of now, there is no drug or vaccine available to manage this disease. Hence preventive measures become crucial to stop spread of this disease.

Therefore, all the Heads of Govt., Govt. Aided & Unaided Recognized schools under DoE are directed to sensitize the students and staff members during the morning assembly for creating awareness about preventive interventions such as frequent hand wash, respiratory etiquettes (using handkerchief over mouth while coughing/sneezing, use of tissue paper or using the sleeve of shirt covering upper arm, staying away from school when sick, avoiding public gathering etc.) will help in preventing/reducing transmission of not only this disease, but also large number of other communicable diseases, notably flu like illnesses.

In this regard, the D.O. letter No.Secy(HFW)/IMP/Cornavirus/2020 dated 05.02.2020 of Secretary, Department of Health and Family Welfare, Ministry of Health and Family Welfare, Government of India and advisory received from Directorate General of Health Services, Govt. of NCT of Delhi are enclosed for imparting valuable information contained therein.

This issues with approval of the Competent Authority.

Encls: As above


DDE (SCHOOL)

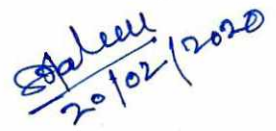
All Heads of Govt., Govt. Aided & Unaided Recognized Schools under Directorate of Education through DEL-E

No. F. DE.23 (386)/Sch.Br./2019/227

Dated: 20/2/2020

Copy to:-

1. PA to Secretary (Education).
2. PA to Director (Education).
3. All RDEs/DDEs (District/Zone) to ensure compliance.
4. System Analyst (MIS) for uploading on the website.
5. Guard file.


OSD (SCHOOL)

204/c



भारत सरकार
स्वास्थ्य एवं परिवार कल्याण विभाग
स्वास्थ्य एवं परिवार कल्याण मंत्रालय
Government of India
Department of Health and Family Welfare
Ministry of Health and Family Welfare

प्रीति सूदन, आईएएस
सचिव
PREETI SUDAN, IAS
Secretary

D.O.No. Secy(HFW)/IMP/Coronavirus/2020
Dated : 5th February, 2020

Dear *Amit*,

You may be aware of the Novel Coronavirus reported from China and 24 other countries, 3 travel related case in India. Though much is not known about the disease dynamics, it is evident that there is human to human transmission. As of now, there is no drug or vaccine available to manage this disease. Hence preventive measures become crucial to stop spread of this disease.

Creating awareness among university/college students about preventive interventions such as frequent hand wash, respiratory etiquettes (using handkerchief over mouth while coughing/ sneezing, use of tissue paper or using the sleeve of shirt covering upper arm, staying away from college when sick, avoiding public gatherings etc) will help in preventing/ reducing transmission of not only this disease, but also large number of other communicable diseases, notably flu like illnesses. Further, such informed youth can be agents of change for their family, community and beyond.

In view of the above, you are requested to take up with State Education Departments, central universities and other autonomous teaching institutions under your ministry to sensitize their students these simple public health measures that will go a long way in preventing spread of Novel Coronavirus disease. An information pamphlet is enclosed which would come handy for the teachers to sensitize the students.

Preeti Sudan
Yours sincerely
P.S.
(Preeti Sudan)

Shri Amit Khare
Secretary
Department of Higher Education
Ministry of Human Resource Development,
Shastri Bhawan, New Delhi

Copy to: Chief Secretaries of all States/UTs for similar action.



Ministry of Health & Family Welfare
Government of India

Reduce the risk of Coronavirus infection

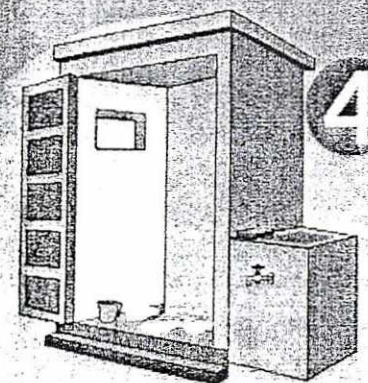
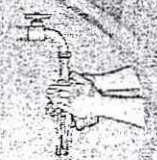
Follow these important precautions



1

Do not sneeze

Remember
to wash
hands
with soap
frequently

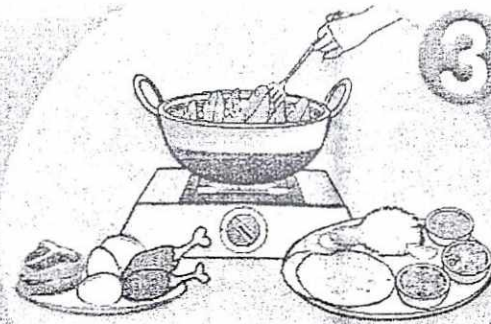


4

After using toilet



Clean your hands before and after caring for sick person



Before cooking, after cooking and before eating food



If you have cough, fever or difficulty in breathing, contact a doctor immediately

Stay protected!

Stay safe from Coronavirus!

If you have returned from Wuhan China after January 15, then get yourself tested for 2019-nCov. To know about the centres for testing, call the Ministry of Health and Family Welfare Helpline

If you have returned from China in the last 15 days or have been in contact with any person affected by Coronavirus, then limit your contact with others and use a separate room for sleeping

If you develop fever, cough and difficulty in breathing within 28 days of return from China, immediately call the Ministry of Health and Family Welfare Helpline

+91-11-23978046

or email at ncov2019@gmail.com

Noval Coronavirus (2019-nCoV)-General Advisory for Public

The 2019 novel coronavirus (2019-nCoV), Wuhan coronavirus, is a contagious virus that causes respiratory infection, can transfer from human to human.

Symptom

- Fever
- Difficulty in Breathing
- Coughing
- Tightness of Chest
- Running Nose
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- Feeling of being Unwell
- Pneumonia
- Kidney Failure

Incubation Period: 14 days asymptomatic

Mode of transmission

Human Coronavirus (2019-nCoV) most commonly spread from an infected person to other through:

- The air by coughing and sneezing
- Close personal contact, such as touching or shaking hand
- Touching an object or surface with the virus on it, then touching your mouth, nose, or eyes before washing your hands

How to reduce risk of Coronavirus infection (2019-nCoV)

- Clean hand with soap and water or alcohol based hand rub
- Cover nose and mouth when coughing & sneezing with tissue or flexed elbow
- Avoid close contact with anyone with cold or flu like symptoms
- Avoid frozen meet
- Isolation of symptomatic patients for atleast 14 days.

DO's and DON'T's

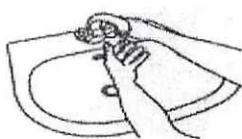
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24*7 Control Room has been established at DGHS (HQ), may be contacted for any query related to nCoV-2020

Ph: 011-22307145, 22300012, 22300036

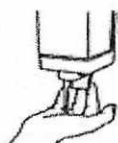
Steps for Hand washing

0



Wet hands with water;

1



Apply enough soap to cover all hand surfaces;

2



Rub hands palm to palm;

3



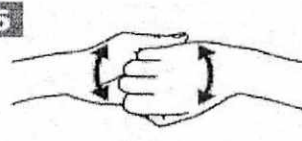
Right palm over left dorsum with interlaced fingers and vice versa;

4



Palm to palm with fingers interlaced;

5



Backs of fingers to opposing palms with fingers interlocked;

6



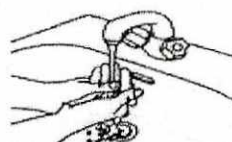
Rotational rubbing of left thumb clasped in right palm and vice versa;

7



Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;

8



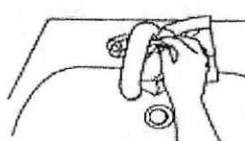
Rinse hands with water;

9



Dry hands thoroughly with a single use towel;

10



Use towel to turn off faucet;

11



Your hands are now safe.

कोरोना वायरस

कोरोना वायरस एक तरह का संक्रमित वायरस है। यह वायरस एक व्यक्ति से दूसरे व्यक्ति में संक्रमण के जरिए फैलता है। इस वायरस के लक्षण निमोनिया की तरह है।

कोरोना वायरस के लक्षण :-

- सिर दर्द।
- साँस लेने में तकलीफ़।
- छींक।
- खांसी।
- बुखार।
- किडनी फेल।

कोरोना वायरस से बचाव :-

- अपने हाथ साबुन और पानी या अल्कोहल युक्त हैंडरब से साफ करे।
- खांसते और छींकते वक्त अपनी नाक और मुंह को टिश्यू या मुड़ी हुई कोहनी से ढके।
- जिन्हें सर्दी या फ्लू जैसे लक्षण हो तो उनके साथ करीबी संपर्क बनाने से बचें।

क्या करें - क्या न करें

क्या करें	क्या न करें
<ul style="list-style-type: none"> • खाँसने और छींकने के दौरान अपनी नाक व मुँह को कपड़े अथवा रुमाल से अवश्य ढकें • अपने हाथों को साबुन व पानी से नियमित धोयें • भीड़-भाड़ वाले क्षेत्रों में जाने से बचें • फ्लू से संक्रमित हों तो घर पर ही आराम करें • फ्लू से संक्रमित व्यक्ति से एक हाथ तक की दूरी बनाए रखें • पर्याप्त नींद और आराम लें • पर्याप्त मात्रा में पानी / तरल पदार्थ पियें और पोषक आहार खाएं • फ्लू से संक्रमण का संदेह हो तो चिकित्सक से सलाह अवश्य लें। 	<ul style="list-style-type: none"> • गंदे हाथों से आँख, नाक अथवा मुँह को छूना • किसी को मिलने के दौरान गले लगना, चूमना या हाथ मिलाना • सार्वजनिक स्थानों पर थूकना • बिना चिकित्सक के परामर्श के दवाएं लेना • इस्तेमाल किए हुए नेपकिन, टिश्यू पेपर इत्यादि खुले में फेंकना • फ्लू वायरस से दूषित सतहों का स्पर्श (रेलिंग, दरवाज़े इत्यादि) • सार्वजनिक स्थलों पर धूम्रपान करना • अनावश्यक एच 1 एन 1 की जाँचें करवाना

सम्बंधित जानकारी के लिए 24x7 कंट्रोल रूम के निम्नलिखित नम्बरों पर संपर्क करें-
22307145, 22300012, 22300036