

# SAFELY RETURN TO FACE-TO-FACE TEACHING



# HEALTH PROTOCOL

**OCTOBER 2021**

*Version of October 6, 2021*

# Lycée Français International de Bangkok

## Health Protocol - October 2021

Following the improvement of the health situation in the country, the Thai government allows the reopening of the schools under the condition of the approval of the school's health protocol by the Ministry of Education and the Bangkok Metropolitan Administration. All of the measures described in this document have been developed to support LFIB's request for a waiver, which was submitted to the authorities on Tuesday, September 21, 2021.

This resumption of full enrollment face-to-face teaching includes preparation for the possibility of a hybrid model (face-to-face and distance learning) in the event of a group of students being confined following the detection of a positive case of COVID-19.

The successful implementation of this sanitary protocol depends on the strict application of the various measures by all, and cannot be achieved without the commitment and exemplary actions of the entire LFIB community. The following measures are subject to change according to the health recommendations set by the Thai authorities.

### Key measures

Weekly rapid antigen tests for all students and staff, even if vaccinated

Monitoring of the entire community via a regular online self-evaluation (TST)

High vaccination rates for staff and students

Measuring everyone's temperature before entering the school

Limiting interactions within the institution

Regular disinfection of all equipment

Wearing mask all day and by all, and frequent hand washing

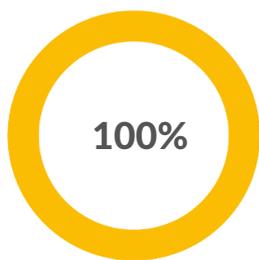
Strict measures in case of high-risk contact cases or confirmation of infection

## Protocol validation procedure

The request for exemption, together with the health protocol, is prepared by the school management, then presented to the parents and submitted to the Health and Safety Commission, the Health, Safety and Working Conditions Committee (CHSCT), before being transmitted to the Conseil d'Administration. The application is submitted to the Office of the Private Education Commission (OPEC), which, before approving it, will organize a visit in cooperation with the Bangkok City Department of Infectious Disease Control.

## Vaccination rates in the LFIB community

With the support of the French Embassy in Thailand and vaccination campaigns in France and Thailand, LFIB has achieved a high rate of vaccination against COVID-19 for all of its staff and providers, as well as for its students aged 12 and above. More than 80% of the students in this age group were able to receive a vaccination either in France during the summer vacations or through vaccination campaigns.



of staff vaccinated



of students between  
12 and 18 years old  
vaccinated



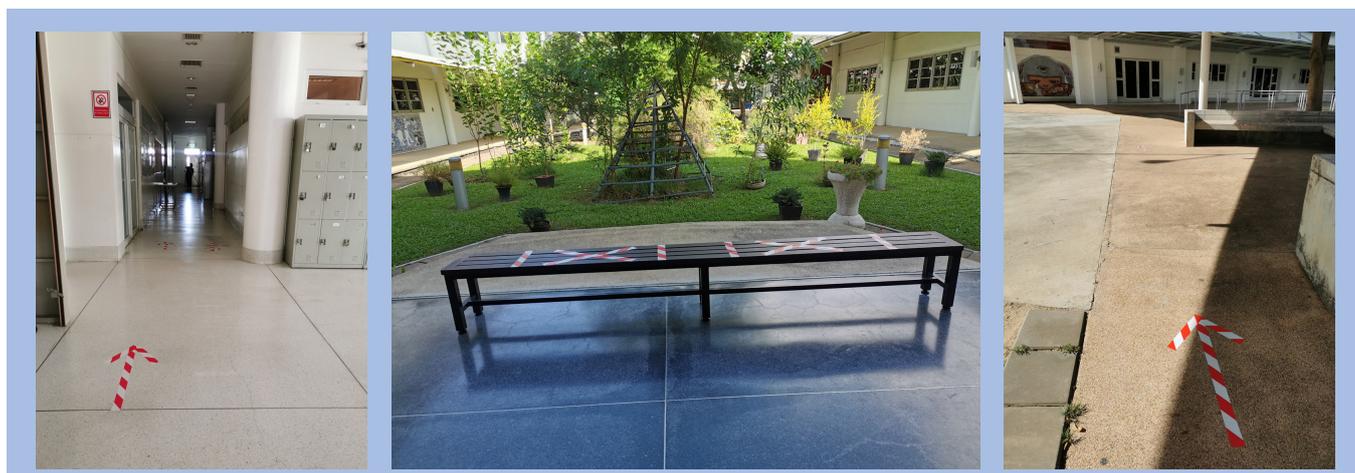
of providers vaccinated

# PREPARATION OF THE SCHOOL PREMISES TO THE FACE-TO-FACE TEACHING RESUMPTION

## BUILDINGS AND SPACES DEDICATED TO ADMINISTRATION AND SERVICES

All non-educational areas (outdoor areas, reception, administrative services, corridors, playgrounds, canteen) are prepared in the following manner:

- Signage is fixed on the ground to define the direction of traffic and thus avoid the crossing of people;
- In the stairways, a direction of circulation is also imposed by arrows on the ground;
- In outdoor spaces, distancing signage is placed on the benches;
- Drinking water points are always available to students and staff, but can only be used to fill individual water bottles, which must be brought to the LFIB (no drinking fountains);
- In the administrative departments, desks and tables are spaced out. When this is not possible, dividers are installed;
- Common contact points (stairs, toilets, etc.) are cleaned frequently, as well as during and after recess;
- Garbage cans must be covered;
- Hydroalcoholic gel is available at each circulation area (entrance, reception, in front of classrooms, in front of workrooms, etc.).



# PREPARATION OF THE SCHOOL PREMISES TO THE FACE-TO-FACE TEACHING RESUMPTION

## EDUCATIONAL SPACES

All classrooms, activity rooms, the gymnasium, the CDI, and the BCD, as well as workrooms, are prepared in the following manner:

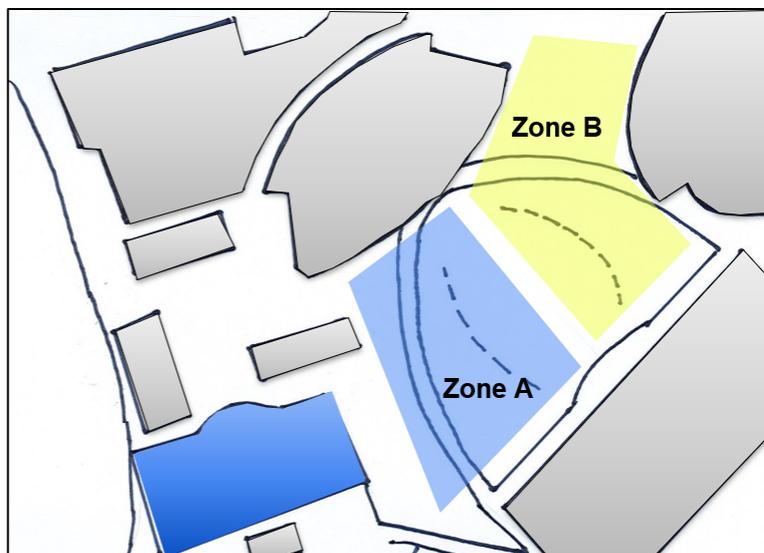
- In the classrooms, all tables are spaced out;
- The number of students per class is limited to 25;
- Before entering the classroom, students and teachers wash their hands with soap or alcohol-based gel;
- Teachers and students must wear masks at all times;
- It is not allowed to let other people into the classroom during class;
- A "school isolation" containment area is set up in the infirmary in case of a person develops symptoms during the day;
- During recess and break times, class zones are defined in the schoolyard and a distance between students is imposed, under the recall of the supervisors. At the primary level, these zones are fixed (see below), at the secondary level, a school life staff member is responsible for each class level.



## Elementary school: organization of spaces during recess

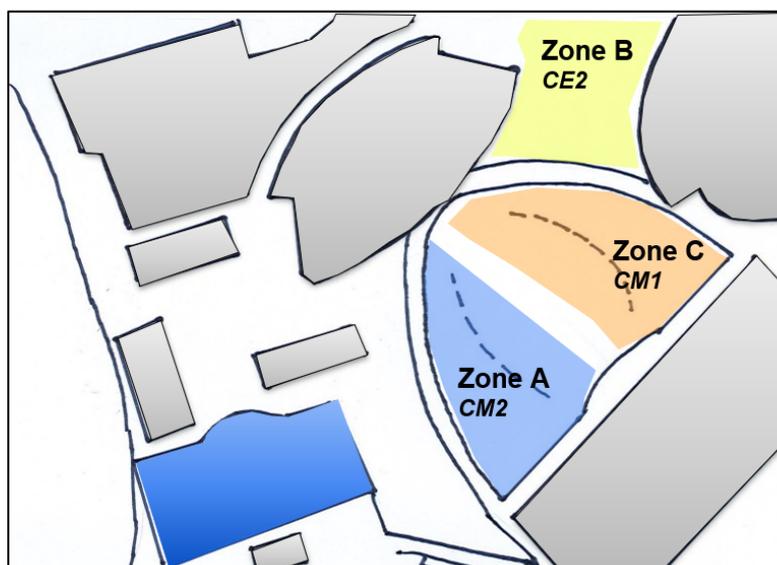
### Recess CP and CE1

	Zone A	Zone B
9h45 - 10h00	CP	CE1
13h10 - 13h20	CE1	CP



### Recess CE2 – CM1 – CM2

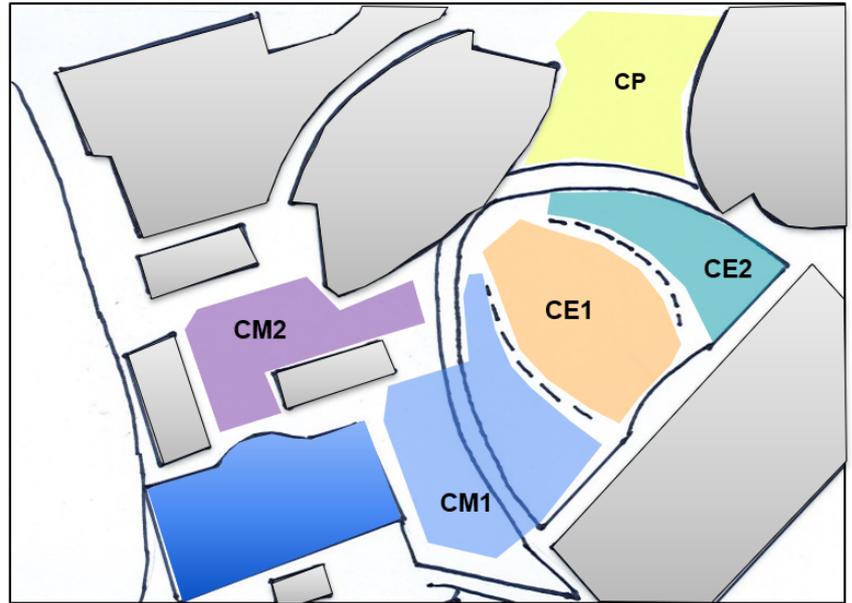
	Zone A	Zone B	Zone C
10h00 - 10h20	CM2	CE2	CM1



## Elementary school: organization of spaces during the lunchtime break

### Lunchtime break: time 1

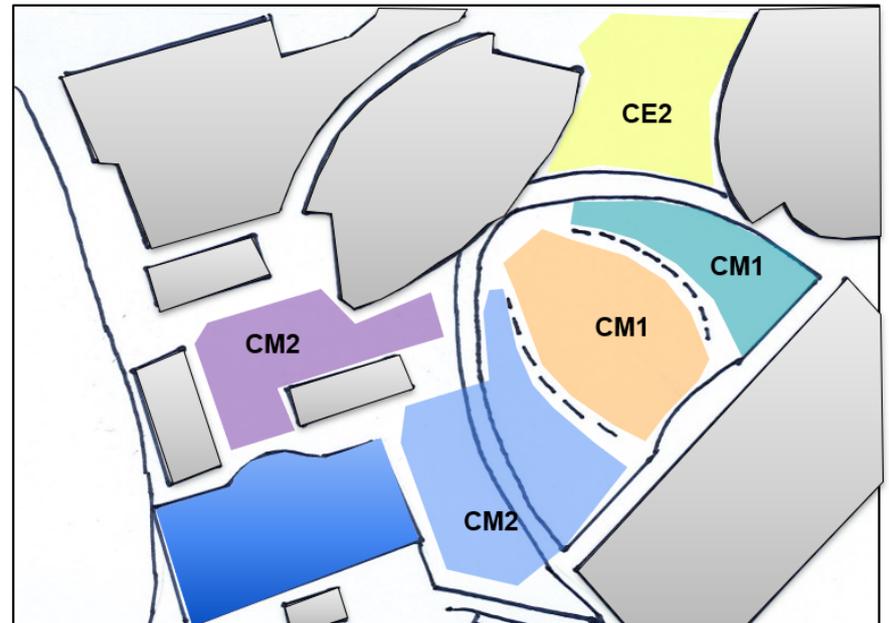
	Canteen	Schoolyard
11h00 – 11h30	CP – CE1	
11h30 – 12h10	<i>Timetable:</i> CE2 CM1	CP – CE1 CM1 – CM2 CE2



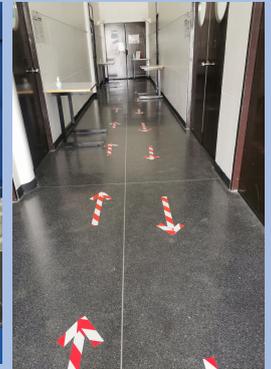
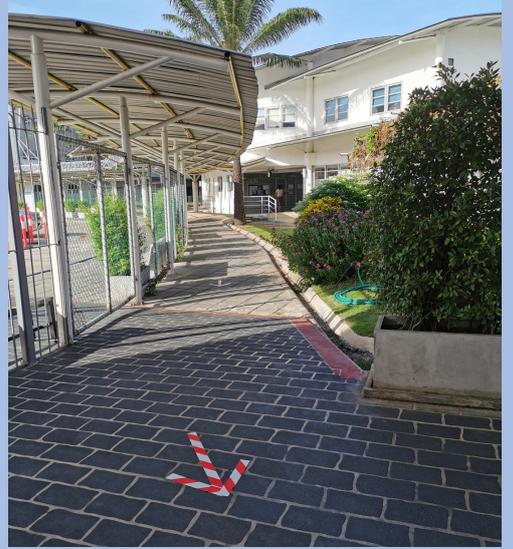
*In case of rain, CP and CE1 students go to their respective building's hall.  
CM2 students wait under the schoolyard's protected walkways  
The CE2 and CM1 remain in the canteen until 12:10 pm.*

### Lunchtime break: time 2

	Canteen	Schoolyard
12h10 – 12h50	<i>Timetable:</i> CM1 CM2	CE2 CM1 CM2



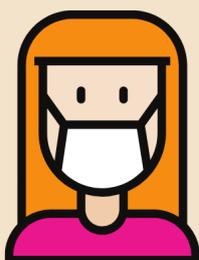
*In case of rain, CM2 students wait under the schoolyard's protected walkways  
The CE2 and CM1 students go to their respective building's hall (after 12:10 pm).*



## BEFORE COMING TO SCHOOL

- ✓ We ask that parents supervise a **weekly rapid antigen test** for each of their children attending classes at LFIB. A certificate completed and signed by the parents showing a negative result to this test must be presented on Monday morning to be able to enter the school (see pages 22 and 23). The certificate must also include a statement saying that no one in the household is currently infected with COVID-19.
- ✓ If your child gets a positive antigen test, you are required to inform the school as soon as possible.
- ✓ We ask that parents take their child's temperature each morning before school. Students must have a temperature below 37.5°C and show no symptoms of COVID-19.
- ✓ If your child shows any symptoms of COVID-19, we ask that you please keep your child at home and not bring him/her to LFIB, even if the ATK test result was negative.
- ✓ Please provide your child(ren) with **two new face masks** each day.
- ✓ Students are required to complete an **online self-assessment questionnaire "Thai Save Thai" (TST)** prior to face-to-face teaching resumption, and on a regular basis thereafter (see page 18).
- ✓ Remember to frequently clean/disinfect your car.
- ✓ It is also recommended the use of Morchana app by parents of elementary students and by high school students.
- ✓ Upon recommendation of the authorities, it is advisable to keep track of your movements outside the school as well as those of your family members. In the event of a request for investigation following a case of COVID-19, the school must be able to provide this information to the government.

### Individual good practices



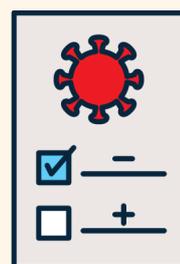
Wearing a mask



Regular hand washing



Constant self-observation



Weekly ATK tests

## Rapid antigen test

- LFIB will use self-administered antigen tests (Antigen Test Kits - ATK). The antigen test kits will be provided by the school and distributed to all students every Friday, along with a blank certificate to be filled out by parents. The test will be done at home on Sunday evenings or Monday mornings. The LFIB provides families with a tutorial explaining how to do the test.

### Useful links

#### [How to use SARS-COV-2 Antigen Rapid Test Kit](#)

Blank certificate to be filled out after performing the test:

- [Click here for the student's certificate](#)
- [Click here for the staff certificate](#)

AT HOME	ALL DAY LONG
<p><b>1</b> Fill in the questionnaire on the "Thai Save Thai" application before face-to-face teaching resumption, and fill it in regularly.</p> 	<p><b>4</b> Wear a face mask Masks must be worn all day, except for brief periods of eating or drinking.</p> 
<p><b>2</b> Supervise a weekly rapid antigen test. A rapid antigen test and a certificate to fill out are given to each student on Fridays. The test is done at home on Sunday evenings or Monday before going to LFIB. A negative result must be indicated on the certificate to enter the school.</p> 	<p><b>5</b> Wash your hands regularly With soap and water or by using hand sanitizer.</p> 
<p><b>3</b> Comply with the controls at the entrance Body temperature check Handwashing with alcohol-based gel Providing attestation of negative ATK test result</p> 	<p><b>6</b> Maintain a safe distance with others In all situations, in classrooms, at recess, etc.</p> 
	<p><b>7</b> Avoid touching other people's belongings Avoid touching other people's things, do not share or exchange any material, equipment, food, drinks, etc. Don't forget to bring an individual water bottle to school.</p> 

LFIB Health Protocol - September 2021

**\*ATTENTION:** If the student does not present the requested certificate, he/she will be not allowed to enter the school.

# ENTRY AND EXIT PROTOCOL

## LFIB entrance

- ✓ A certificate of the negative antigenic test result is requested for each student every Monday morning. Students who do not present their certificate of the test result will not be allowed to enter the school and their parents will be immediately notified.
- ✓ Three entrances are available: main entrance, parking lot "drop-off", kindergarten entrance.
- ✓ Access to the school is possible from **7:15 am** to avoid gatherings around the entrance.
- ✓ Any person not related to the LFIB (parents, deliverymen, external service providers), even if vaccinated, cannot enter the premises during school hours.
- ✓ If young students are accompanied to the LFIB, adults are asked to remain at the entrance.
- ✓ No deliveries are allowed during school time (by parents or providers).
- ✓ Body temperature control is mandatory upon entering the school as well as washing hands with hydroalcoholic gel. Above a temperature of 37°5, the child will be refused entry to the school (infirmary, then return home).
- ✓ In all cases, parents are asked to remain reachable by phone at the beginning of the day.
- ✓ Physical distancing measures are set up at the entrances to the facility.
- ✓ It is mandatory for everyone to wear a mask before entering the school and throughout the day.

## Essential personal equipment to bring to LFIB



\* Spouted drinking water fountains are disabled and there are no cups available.

## LFIB exit

- ✓ Elementary school students are handed over to bus monitors or families by ASEMs and teachers.
- ✓ Same as for the entrances, parents are asked not to gather in front of the school entry during the students' exit hours.
- ✓ Parents who come to pick up their child(ren) must respect the schedule (do not come too early, avoid being late); the outing must be done as soon as possible.
- ✓ It is recommended that families go directly back home with their child(ren), and avoid staying around the LFIB after school hours.

## Transportation

Transport of students is the responsibility of the families and the school transportation service. We recommend that they exercise the utmost caution to avoid the risk of infection: avoid public transportation as much as possible, try to assign the students' seats (in the case of school buses), and make sure that the students wear a mask before getting into the vehicle and throughout the trip.

### WEARING A MASK

Masks must be put on in respect to the rules for your health and others

**Do**



- ✓  Before putting on a mask, wash your hands thoroughly with water and soap or with alcohol gel.
- ✓  Cover your nose, your mouth and your chin.
- ✓  The mask must cover totally your nose and your mouth. There must not be a space between your face and the mask.
- ✓  To take off the mask, grab only the elastics and throw it away immediately in a bin. After taking off the mask, wash or disinfect your hands.

### WEARING A MASK

Masks must be put on in respect to the rules for your health and others

**Don't**



-  **Leaving your nose uncovered ;** the mask must cover your nose and your mouth.
-  **Putting the mask under your chin ;** the mask is not a fashion item.
-  **Touching ou adjusting the mask ;** this can contaminate the mask.  
*If you touch your mask, wash or disinfect your hands.*

# DAILY LIFE IN SCHOOL

## Social distancing

- ✓ Everyone must respect the barrier gestures, significant signage reminds it;
  - ✓ Each student will be assigned a place in their class, which will always be the same;
  - ✓ In classrooms, a minimum distance is ensured between each seat and students are not seated face to face;
  - ✓ No more than 25 students per room;
  - ✓ Classroom shifts for high school are kept to a minimum (only for science courses and some specialties).
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## Recess and lunch break

- ✓ The schedules are rearranged to desynchronize recess times by class levels;
  - ✓ Social distancing between students is monitored by the school life staff and supervisors;
  - ✓ Only individual games and sports are allowed (no soccer or basketball);
  - ✓ Wearing a mask remains mandatory, even in the schoolyard;
  - ✓ Distancing signage is placed on the benches;
  - ✓ Recesses are held outside;
  - ✓ Students wash or sanitize their hands at the beginning and end of each recess.
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## Getting around

- ✓ Routes to follow are marked in the corridors to avoid crossing paths with other students and to avoid double-rows;
- ✓ When moving in the corridors, a minimum distance is required between each student, each one always following the "barrier gestures" and social distancing measures;
- ✓ Hydroalcoholic gel is available in each room of the school;
- ✓ Wearing a mask remains mandatory at all times.

## Disinfection and ventilation

- ✓ Students and teachers wash or disinfect their hands at each change of activity location;
- ✓ The rooms are ventilated several times a day and at each recess (classrooms, canteen, gym, motor rooms, etc.);
- ✓ The premises are disinfected daily, with frequent cleaning of surfaces and points of contact each day and throughout the day, especially the toilets during break time. This is also the case for the common activity rooms (BCD, CDI, motor room, etc.);
- ✓ Total disinfection of the premises is performed every 2 weeks by our service provider Atalian.

## Space planning

- ✓ An isolation room is set up in the infirmary to isolate a person suspected of being positive for COVID-19;
- ✓ The Permanence rooms, as well as the Foyer, are limited to 25 students.

## Sports activities and AES

- ✓ In PE, physical activities with prolonged direct contact are not allowed (rugby, wrestling, acro sport...) and individual sports are preferred. Indoors, only low-intensity activities that allow the wearing of a mask are authorized. When outdoors, masks are not mandatory during activities, but these activities must allow physical distancing between students;
- ✓ AES will not be held during this period.



## School catering

- ✓ The schedules are rearranged to reduce the number of people present at the same time in the canteen;
  - ✓ The canteen tables are isolated with a glass divider between each seat and chairs are spaced out;
  - ✓ Seating is fixed and students are grouped by class, to avoid contact between classes;
  - ✓ In kindergarten, the food is placed on the table before the student's arrival;
  - ✓ In the main canteen (elementary and secondary school), food is served in lunch boxes to avoid gatherings and contact with the canteen staff;
  - ✓ Each student brings their own water bottle;
  - ✓ High school students are not allowed to go outside the school at lunchtime to avoid contact with outsiders.
- 

### School catering service provider - Epicure

- ✓ Food and raw materials are purchased from reliable suppliers, whose sources can be traced in the case of COVID-19 contamination;
- ✓ Preparations in the kitchen follow the hygiene standards of the school and the authorities;
- ✓ Wearing a mask and a cooking cap is mandatory for all personnel;
- ✓ Hand washing is mandatory before entering the canteen, before entering the kitchen area, and before handling materials and food.

# COVID-19 RISK CASE AND POSITIVE CASE RESPONSE PLAN

- A systematic control at the school entrance only allows inside people with a body temperature below 37°5 and showing no symptoms of COVID-19.
- If during the day symptoms appear, the student should go to the infirmary. If the nurse notices symptoms related to COVID-19, she will contact the family to pick up the child. During that time the student waits in the temporary isolation room located in the infirmary.
- If a member of the student's household tests positive for COVID-19, the student is considered as a "high-risk contact case", even if he or she has a negative ATK test. The student is placed under home confinement for 14 days and must inform the school. The rest of the class is notified of the contact case but can continue to attend classes as normal. The student's name is not disclosed.
- If you are in contact with a "high-risk contact case", you are considered as a "low-risk contact case". Then you can still attend classes at school. All you have to do is monitor your health and follow the rules of hygiene at school and at home.
- Confirmed cases and contact cases will be allowed to return to school after their isolation period, subject to strictly apply barrier measures and rigorous and continuous use of protective face masks.

## COVID-19 SYMPTOMS



● FEVER of more than 37,5°C

● Sore throat

● Runny nose

● COUGH

● Loss of SMELL and TASTE

● Difficult breathing

● Shortness of breath



## COVID-19 POSITIVE CASE RESPONSE PLAN (STUDENTS)

- ✓ If a student tests positive, the family must notify LFIB immediately by filling out [the online form via this link](#) or this QR code.



- ✓ The student who tests positive undergoes the necessary treatments imposed by the government, and the students of the entire class level are considered as "contact cases" and are placed in isolation for 14 days. During this period, the entire class level switches to EAD. There is no longer a risk of infection because no student who has been in contact with the COVID-19 confirmed case comes to LFIB. The teachers of the affected classes who have observed the health protocol are considered as "low-risk contact cases", they can therefore continue to come to teach normally at school.

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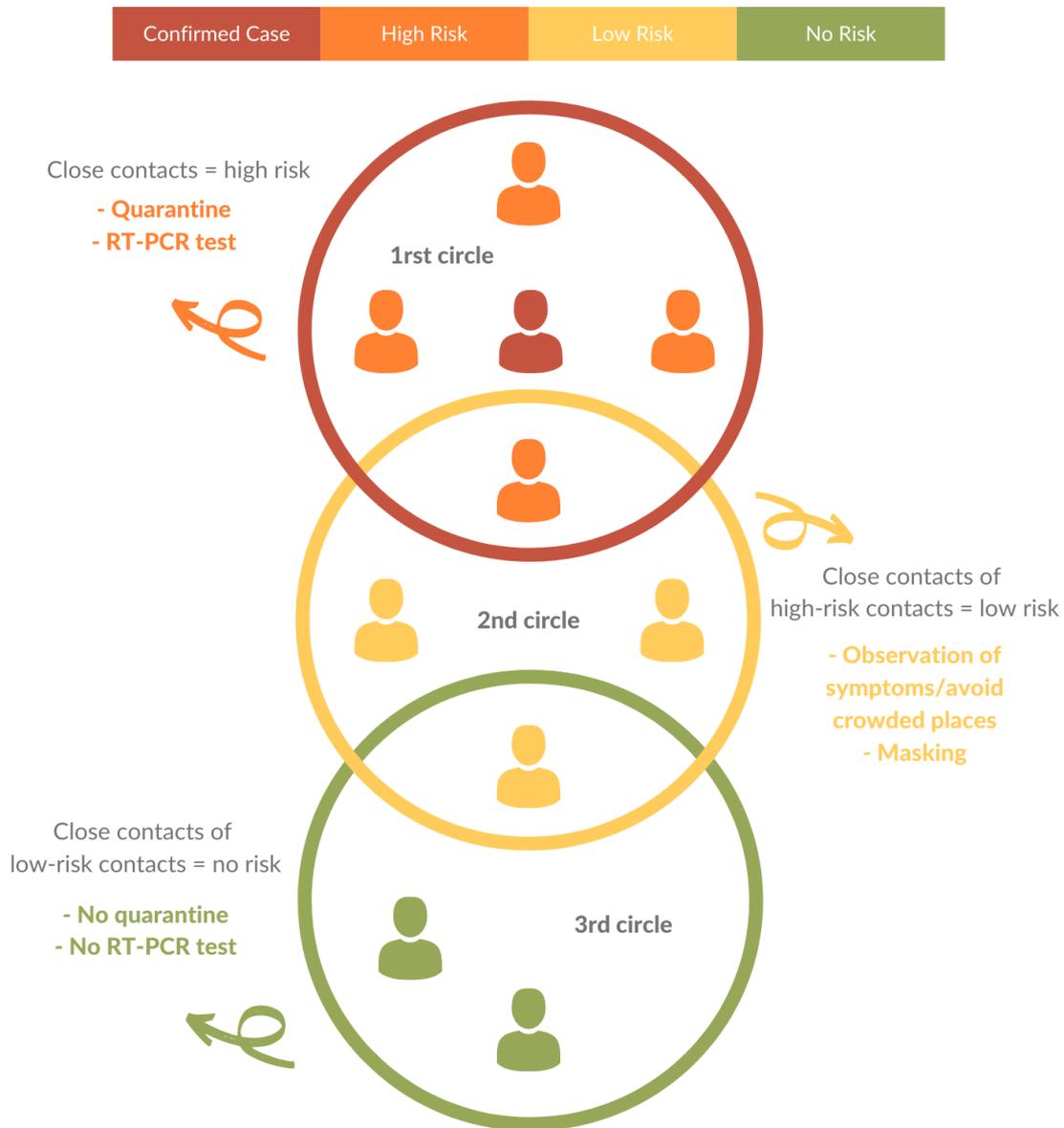
## COVID-19 POSITIVE CASE RESPONSE PLAN (TEACHER OR STAFF)

- ✓ In the case of a high-risk contact case of a teacher (positive case at home for example): the teacher is in isolation for 14 days and teaches his or her classes remotely. In the context of LFIB, it is therefore very important that teachers follow the protocol carefully to avoid being exposed to a situation that would lead them to be a high-risk contact. This means: wearing a mask at all times, no circulation among students in classrooms, no physical contact with them.
- ✓ If a teacher tests positive, he or she is immediately confined for 14 days and undergoes the necessary government-mandated treatment. Students are considered "low-risk contact cases" and can continue to attend school as normal.
- ✓ The staff has been separated into distinct groups to avoid contamination and quarantine risks. Prolonged interactions between different groups of people are limited.

Any confirmed COVID-19 positive case  
will result in complete disinfection of the school premises.

LFIB is in partnership with Bumrungrad and Samitivej Hospitals  
who provide support on health and hygiene issues.

# Guideline for Contacts of COVID-19 Confirmed Case

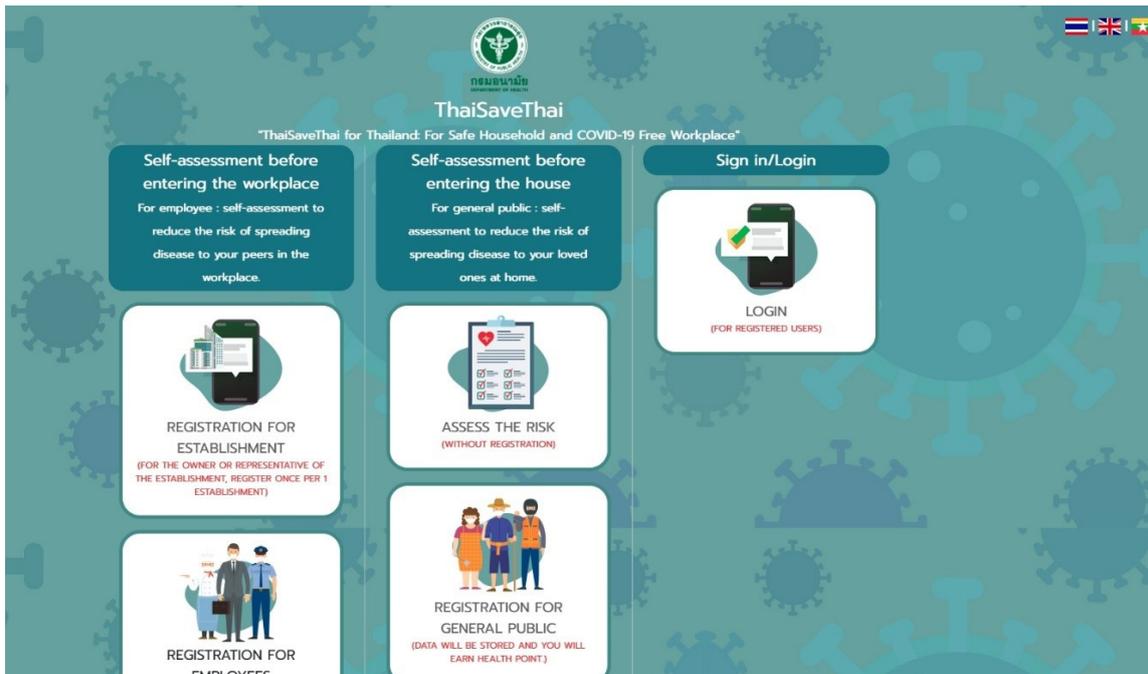


## DEFINITION OF A HIGH-RISK CONTACT CASE

- ❗ Be in direct face-to-face contact (e.g., during a conversation) within one meter for at least 5 minutes with a person testing positive for COVID-19;
- ❗ Be exposed to respiratory droplets generated when an infected person talks, coughs, or sneezes;
- ❗ Be in a confined space within 3 feet of a person testing positive for COVID-19 for at least 15 minutes;
- ❗ In the family: if a family or household member tests positive for COVID-19.

# How to register on the Thai Save Thai Platform (first time registration)

1. Either access the website <https://savethai.anamai.moph.go.th/main.php> or download the “Thai Save Thai” app on your phone.
2. Choose registration for employees:



3. Read the Terms and Conditions, tick the box and press “OK”:



4. Fill in the form with your personal information.

Please note that the Province / District / sub-district choices are not translated in English. You need to select the names in Thai.

The screenshot shows a registration form titled "Register:Personnel" with the following fields:

- Title: Ms.
- Name: Veeviga
- Last name: Riantragool
- Name of establishment: (empty)
- Office/Division/Center/Department: -- Select --
- Province: -- Select --
- District: -- Select --
- Sub-district: -- Select --
- Phone number: (empty)
- email: (empty)

Below the form, it says: "Please provide either phone number OR email address for further communication."

\*\*\* for the Name of establishment, put the keyword "LFIB", press search and then click Select.

The screenshot shows a search modal window titled "Establishment" with a search bar containing "lfib" and a "Search" button. Below the search bar, there is a table with the following data:

Select	Name of establishment	Address
<input checked="" type="checkbox"/>	โรงเรียนฝรั่งเศสนานาชาติ กรุงเทพมหานคร LFIB	498 ซอยรามคำแหง 39 (เทพสีลา 1) ประชาอุทิศ วังทองหลาง วังทองหลาง กรุงเทพมหานคร 10310

Amount : 1 List

1

5. Choose your username by using telephone number or your email address. Then create a password. Your registration will be completed.

The screenshot shows a "Create Password" form with the following fields:

- System log-in via:  Phone number,  email
- Password: (empty)
- Confirm Password: (empty)

At the bottom of the form, there is a "REGISTER" button.

# How to submit a self-evaluation on the Thai Save Thai platform

1. Go to the Thai Save Thai [website main page](#) or enter the app on your phone.
2. Select LOGIN



3. Sign in using your username and password. On the app, your login will be recorded and you will not need to login in the future.

  
กรมอนามัย  
DEPARTMENT OF HEALTH

**ThaiSaveThai**

User  People / Employees  
 Establishment

Username

Password

Remember password

**SIGN IN/LOGIN**

[Forgot your password ?](#)

4. Answer the 4 self-evaluation questions and click “save” when prompted. Your self-evaluation is complete.

The screenshot shows the ThaiSaveThai web application interface. The header includes navigation links: Main page, Risk assessment history, Personal profile, Change the password, Health Point, and About. A 'Log out' button is in the top right. The breadcrumb trail reads: Main page / Assess the risk / Manage.

The main content area is titled 'Do you have the following symptoms?' and contains the following sections:

- Date:** A text input field containing '16/09/2564'.
- 1. Fever, cough, runny nose, sore throat, dry throat, fatigue, aching, diarrhea, red eyes, rash, having one of the symptoms**  
This section includes a Thai text label and two radio button options: 'Yes' and 'No'.
- 2. Loss of smell/loss of taste**  
This section includes two radio button options: 'Yes' and 'No'.
- 3. Difficulty breathing/shortness of breath, chest pain, loss of ability to speak/move**  
This section includes two radio button options: 'Yes' and 'No'.
- Risk location refers to**  
A list of criteria:
  - The place is crowded, with a distance of less than 1 meter.
  - A group of people who drink and eat, not wearing mask, talk and sing loudly, and shout.
  - Do activities in buildings/vehicles that is non-ventilated.
  - The place where the patient has been informed.
  - Having a history of exposure to a confirmed case of COVID-19.
- 4. Travel to risk location and have risk behaviors**  
This section includes two radio button options: 'Yes' and 'No'.

## Attestation dans le cadre du protocole sanitaire

Je, soussigné(e) \_\_\_\_\_ atteste que  
I, the undersigned, [name] certify that  
mon enfant \_\_\_\_\_ élève en classe de \_\_\_\_\_  
my child [child's name] student in grade [grade]  
a effectué un test antigénique de dépistage du COVID le \_\_\_\_/\_\_\_\_/2021.  
has received a COVID antigenic test on [date]

Je certifie par la présente attestation que le résultat de ce test est :  
Through this document, I certify that the result of the test is:

- Négatif (une ligne est apparue = absence du COVID)  
Negative (one line appeared = COVID virus is absent)
- Positif (deux lignes sont apparues = présence du COVID)  
Positive (two lines appeared = COVID virus is present)

Je certifie également qu'au courant des 7 derniers jours :  
I also certify that during the past 7 days:

- Aucun membre de notre foyer a été testé positif à une infection COVID  
No members of our household were tested positive for COVID.
- Au moins un membre de notre foyer a été testé positif à une infection COVID.  
At least one person was tested positive for COVID in our household.

Je certifie sur l'honneur que les informations ci-dessus mentionnées sont  
correctes.

I certify on my honor that all the information in this document is true and correct.

Signature :

Date : ...../...../2021

**Important :** Votre enfant doit impérativement présenter ce document à l'entrée du LFIB.  
Sans ce document l'accès à l'établissement sera refusé sans exception.  
Your child must present this document at the entrance of the school to be allowed  
to enter. Without this document, access to the school will be refused without any  
exceptions.

## Attestation dans le cadre du protocole sanitaire (Enseignants et Personnels LFIB)

Je, soussigné(e) \_\_\_\_\_  
I, the undersigned, \_\_\_\_\_ [name]

atteste avoir effectué un test antigénique de dépistage du COVID le \_\_\_/\_\_\_/2021.  
certify having performed a COVID antigenic test on \_\_\_\_\_ [date]

Je certifie par la présente attestation que le résultat de ce test est :  
Through this document, I certify that the result of the test is:

- Négatif (une ligne est apparue = absence du COVID)  
Negative (one line appeared = COVID virus is absent)
- Positif (deux lignes sont apparues = présence du COVID)  
Positive (two lines appeared = COVID virus is present)

Je certifie également qu'au courant des 7 derniers jours :  
I also certify that during the past 7 days:

- Aucun membre de mon foyer a été testé positif à une infection COVID.  
No members of my household were tested positive for COVID.
- Au moins un membre de mon foyer a été testé positif à une infection COVID.  
At least one person was tested positive for COVID in my household.

Je certifie sur l'honneur que les informations ci-dessus mentionnées sont  
correctes.

I certify on my honor that all the information in this document is true and correct.

Signature :

Date : ...../...../2021

**Important :** Vous devez impérativement présenter ce document à l'entrée du LFIB. Sans ce document l'accès à l'établissement sera refusé sans exception.  
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# POUR SE PROTÉGER ET PROTÉGER LES AUTRES

Affiche réalisé par JACE (artiste qui était intervenu au LFIB lors d'un projet de street art en 2017)



Tousser ou éternuer  
dans son coude



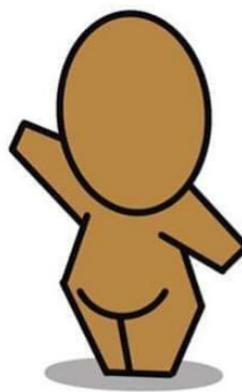
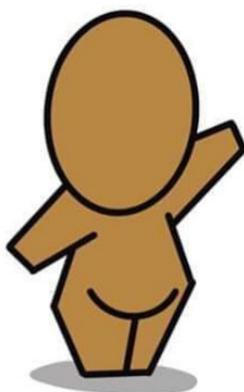
Se laver très régulièrement  
les mains



Utiliser un mouchoir  
à usage unique et le jeter



Porter un masque  
Chirurgical jetable



Eviter de serrer la main  
ou de faire la bise

