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Ministry of Education  
SINGAPORE

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## **SAFE MANAGEMENT MEASURES FOR PRIVATE TUITION AND ENRICHMENT IN STABILISATION PHASE**

The Multi-Ministry Task Force (MTF) announced on 24 September 2021 that Singapore will move to the Stabilisation Phase, from 27 September 2021 through 25 October 2021. To slow down community transmission until our overall healthcare and response capacity has been appropriately augmented, there will be a further tightening of community safe management measures during this period. In line with the return of students to primary schools, lessons for students aged 12 and below at tuition and enrichment centres may resume face-to-face from 11 October, with strict SMMs in place. However, MOE strongly encourages centres to continue conducting these classes online as much as possible.

### **Fast and Easy Testing (FET) and Vaccinate or Regular Test (VoRT) Requirements for Private Tuition and Enrichment**

2. As part of Singapore's national efforts to mitigate the risk of transmission of COVID-19, enterprises in the Private Tuition and Enrichment Sector are required to comply with the FET 7-day regime, as well as the VoRT regime. The latest details on the two regimes are on: <https://go.gov.sg/tuition-enrichment-fet>.

### **Safe Management Measures in Centres with On-Site Instruction**

3. To reduce risk of transmission of COVID-19, centres allowed to conduct on-site instruction are required to abide by the nationwide safe management measures for workplaces. These include the use of SafeEntry to support contact tracing for all employees, students and other visitors, wearing of masks at all times, and regular cleaning of common facilities and high-touch areas.

4. All classes involving indoor mask-off activities, singing classes, as well as classes involving the playing of instruments that require the intentional expulsion of air (e.g. wind/brass instruments)

may continue, subject to different class size and group size limits, depending on the activity, setting and vaccination<sup>1</sup> status of students:

- a. **[Updated 8 Oct 2021]** For all sport or physical activity classes, as well as outdoor dance classes, please refer to the Sport Singapore advisory, available at: <https://www.sportsingapore.gov.sg/Newsroom/Media-Releases>. For details on the implementation of FET for the sports and fitness sector, please refer to ActiveSG's notification, available at: <https://www.myactivesg.com/read/2021/7/a-safe-and-gradual-resumption-of-sport-and-fitness-activities-with-mandatory-fast-and-easy-testing>.
- b. **[Updated 8 Oct 2021]** For indoor dance classes, singing, the playing of instruments that require the intentional expulsion of air (e.g. wind/brass instruments), voice training, and speech and drama classes, please refer to the National Arts Council's advisory, available at <https://www.nac.gov.sg/whatwedo/support/sustaining-the-arts-during-covid-19/Safe-Management-Measures-for-the-Arts-and-Culture-Sector.html>. For details on the implementation of FET for the arts and culture sector, please refer to the National Arts Council website, available at: <https://www.nac.gov.sg/whatwedo/support/sustaining-the-arts-during-covid-19/Fast-and-Easy-Testing-for-Higher-Risk-Arts-Instruction-Activities.html>.

5. All centres conducting on-site instruction (whether indoors or outdoors), are expected to observe all the following measures in classrooms and other areas accessed by students. For avoidance of doubt, these measures apply to **all classes**, including sports or physical activity, dance, singing, the playing of instruments that require the intentional expulsion of air (e.g. wind/brass instruments), voice training, and speech and drama classes, except where there are additional safe management measures, as set out in Para 4.

- a. **Safe distancing.** Safe distancing measures for centres which are allowed to continue on-site instruction include:
  - i. **Students:** Centres must ensure safe distancing between students by putting up appropriate floor demarcations and/or physical barriers, e.g. using safety tape. There must also be strict separation between students in different classrooms at all times, with no intermingling.
    1. As a default, centres must ensure that students maintain safe distancing of at least 1m at all times, with strictly no physical interaction between students.
    2. If it is not possible to apply 1m safe distancing between students and some interaction is unavoidable, centres may instead organise students

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<sup>1</sup> An individual is considered vaccinated if he/ she has been: (a) fully vaccinated, i.e. has received the full regimen of Pfizer-BioNTech/Comirnaty, Moderna or World Health Organisation's Emergency Use Listing (WHO EUL) vaccines, with an additional two weeks for the vaccine to be fully effective; (b) recovered from COVID-19; or (c) has obtained a negative result on a pre-event test taken in the past 24 hours before the expected end of the event.

into groups of no more than **2 students**, with strictly no physical interaction or intermingling between different groups. Centres must strictly maintain a minimum of 1m spacing between groups, although MOE advises 2m spacing between groups as a best practice.

- ii. **Tutors/instructors:** Tutors/instructors are advised to minimise contact with students. If some interaction is unavoidable, contact with students should be transient. Tutors/instructors should remain at the front of the class as much as is practicable.
  - iii. **Capacity:** No single room within a centre should hold more than **50 persons**, including tutors/instructors, even as the above measures are adopted.
  - iv. Centres are also reminded that per MOM's guidelines for workplaces, should there be staff deployed on site, centres must ensure that there is no cross-deployment across worksites. No staff should work at more than one worksite to reduce the risk of infection caused by inter-mingling. More information on prevailing workplace safe management measures can be found on the MOM website (<https://www.mom.gov.sg/covid-19/requirements-for-safe-management-measures>).
- b. Health declarations.** Centres should not permit students who are placed on Leave of Absence (LOA) or Approved Absence (AA) by their schools, or students and staff who are on Health Risk Warning (HRW), Health Risk Alert (HRA), Stay Home Notice (SHN), or Home Quarantine Order (HQO) to enter the centre. We also advise centres to watch out for staff and students with fever or respiratory symptoms, such as sneezing, breathlessness, runny nose, loss of smell, cough, or sore throat. Staff and students with the above symptoms or are unwell should be advised to leave the centre and see a doctor immediately, and should not be allowed to attend lessons. As a best practice, centres should also check if a family member living in the same household is unwell. If so, the child should not attend lessons in person.
- c. Disinfection of surfaces.** All surfaces in classrooms must be thoroughly disinfected between classes. Sharing of all equipment (e.g. props, music scores, and microphones) should be avoided as far as possible. If this cannot be done, the equipment should be thoroughly cleaned and/or disinfected before being handled or used by others. However, please note that sharing of wind/brass instruments or parts thereof (e.g. mouthpieces, reeds) is not allowed.
- d. Masks must be worn as a default at all times**, except for persons allowed to use face shields instead of masks (e.g. persons with health conditions resulting in breathing/medical difficulties when a mask is worn for a prolonged period). Instructors are expected to wear a surgical mask or reusable masks of equivalent effectiveness at all times.

- e. **Class timings.** Centres should allocate at least 15 minutes between classes. This is to allow adequate time to disinfect classroom surfaces, and to ensure strict separation of individuals from different classes. Centres should also work out attendance and dismissal arrangements that help avoid congestion of individuals in or outside the centre.
- f. **Ventilation.** All premises should abide by the latest guidance on improving ventilation and indoor air quality in buildings amid the COVID-19 situation, available at: <https://www.nea.gov.sg/our-services/public-cleanliness/environmental-cleaning-guidelines/advisories/guidance-on-improving-ventilation-and-indoor-air-quality-in-buildings-amid-the-covid-19-situation>.

6. Centres should also abide by other sector-specific safe management measures available on the [GoBusiness website](#), and to prevailing circulars issued by the Government.

#### Indoor Live Performances

7. All indoor live performances by tuition and enrichment centres should continue to be deferred/postponed until further notice, to reduce the risk of transmission.

#### **[Updated 7 Oct 2021] Workforce Arrangements for Tuition and Enrichment Centres**

8. During the Stabilisation Phase, all centres must ensure that work-from-home is the default arrangement for employees who are able to do so. During this period, the 10-day snap work-from-home regime will be suspended. For employees who must return to the workplace (e.g. to maintain critical IT functions), centres are required to abide by all prevailing safe management measures for workplaces. These include the use of SafeEntry to support contact tracing for all employees, wearing of masks at all times, no social gatherings at the workplace and regular cleaning of common facilities and high-touch areas. Employers should continue to implement flexible working hours and stagger the start times of employees who need to return to the workplace. Employees who are unable to work from home are strongly encouraged to self-test weekly via an Antigen Rapid Test (ART), to keep the workplace safe. Employees who are able to work from home but need to return to the workplace for adhoc reasons may do so after testing negative via ART before returning onsite. Details are available at the GoBusiness website (<https://covid.gobusiness.gov.sg/safemanagement/general/>).

#### **[Updated 11 Oct 2021] Private Tuition / Enrichment in Private Residences**

9. MOE strongly encourages that all tuition and enrichment classes be conducted online. Home-based tuition/enrichment that conduct in-person lessons will be subject to the prevailing national group size limit and number of unique household visitors allowed per day. Individuals who visit private residences to provide tuition and enrichment are also subject to the prevailing national limit for number of social household visits allowed. The prevailing national limits can be found at <https://www.moh.gov.sg/covid-19-phase-advisory>.

10. Home ventilation should be improved by opening doors and windows. Fans can be used to promote air circulation when needed.

### SafeEntry and TraceTogether Programme

11. On 4 May 2021, the MTF announced that TraceTogether-only SafeEntry (TT-only SafeEntry) will be implemented at all venues that experience higher throughput of visitors, and/or where people are likely to be in close proximity for prolonged periods from 17 May 2021. The TT programme and SafeEntry are important digital tools that enable contact tracers to quickly identify and isolate close contacts of Covid-19 cases. This helps to break transmission chains and prevent community outbreaks. TT tokens may be collected at designated collection points (please refer to <https://token.gowhere.gov.sg> for more information).

12. TT-only SafeEntry must be implemented, in your premises, and entry to your centres will be allowed only if the individual uses their TT App to scan the centre's QR code or presents the QR code on the TT token to be scanned. This includes staff, students aged 7 years and above, parents and other visitors.

13. It is mandatory for all tuition and enrichment centres to deploy SafeEntry Gateway (SEGW) to facilitate SafeEntry (SE) check-in for students aged 7 years and above, parents, staff and visitors, and help users check that their TT token is working. Tuition and enrichment centres are reminded to download the SafeEntry (Business) app to use the SEGW function, or register for a SEGW box on the SE website ([go.gov.sg/gateway-overview](https://go.gov.sg/gateway-overview)).

14. At the point of entry into the centres, if any student forgets to bring their TT token, they should be asked to download the TT app on their phones before they are allowed entry. However, if the student is unable to do so (e.g. phone is out of battery), the student's personal details should be noted down as a last resort, before the individual is granted entry. The centre should retain all such records for at least a month to facilitate contact tracing if necessary.

15. Business may refer to the SafeEntry User Guide for requirements on how to scan the TT tokens, available at <https://www.safeentry.gov.sg> (please navigate to Resources > User Guide > SafeEntry NRIC User Guide for Business).

16. Updates may also be found at <https://www.smartnation.gov.sg/whats-new/press-releases>.

### Inspections

17. Tuition and enrichment centres are responsible for ensuring that all safe management measures are implemented onsite at all times. To ensure compliance, inspectors from MOE will be conducting inspections to check on the proper implementation of the safe management measures. **Under the COVID-19 (Temporary Measures) Act, first-time offenders will face a fine of up to S\$10,000, imprisonment of up to six months, or both. For subsequent**

offences, they may face a fine of up to S\$20,000, imprisonment of up to twelve months, or both.

18. Businesses that do not implement or comply with the government's safe management measures may be ineligible for government grants, loans, tax rebates and other assistance, and may also be subject to temporary closures.

### Updates and Clarifications

19. There will be regular review of measures and requirements as the COVID-19 situation evolves. For updates, please refer to the GoBusiness website (<https://covid.gobusiness.gov.sg/>).

20. For clarifications, please refer to the following:

Agency	Contact
MOE	FAQs: <a href="https://moe.gov.sg/faqs-covid-19-infection">https://moe.gov.sg/faqs-covid-19-infection</a> You may also contact MOE at <a href="https://www.moe.gov.sg/contact">https://www.moe.gov.sg/contact</a>
ECDA	You may contact ECDA at <a href="mailto:contact@ecda.gov.sg">contact@ecda.gov.sg</a>
National Arts Council	You may contact NAC at <a href="mailto:NAC_Feedback@nac.gov.sg">NAC_Feedback@nac.gov.sg</a>
Sport Singapore	You may contact SportSG at <a href="https://members.myactivesg.com/feedback">https://members.myactivesg.com/feedback</a>