



Ministry of Education
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SAFE MANAGEMENT MEASURES FOR PRIVATE TUITION AND ENRICHMENT IN PHASE TWO (HEIGHTENED ALERT)

In light of the ongoing COVID-19 situation, MOE strongly encourages that all tuition and enrichment classes be conducted online, and telecommuting be the default arrangement.

2. **[Updated 21 Jul 21]** For tuition and enrichment classes that choose to continue in-person instruction, the Multi-Ministry Task Force (MTF) announced on 20 July 2021 that Safe Management Measures will be tightened to the Phase Two (Heightened Alert) national stance from 22 July 2021 through 18 August 2021 (both dates inclusive).

Safe Management Measures in Centres with On-Premise Instruction

3. To reduce risk of transmission of COVID-19, centres with on-premise instruction are required to abide by the nationwide safe management measures for workplaces. These include health checks, 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.

Safe Management Measures for Centres Allowed to Continue On-Premise Instruction

4. **[Updated 21 Jul 21]** All Singing and classes involving the playing of instruments that require the intentional expulsion of air (e.g. wind/brass instruments), as well as all classes involving indoor mask-off activities are to be suspended.

5. For indoor mask-on activities, as well as outdoor classes, additional safe management measures may apply:

- a. 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>.
- b. All singing and wind/brass instrument classes are to be suspended. For indoor dance classes, voice training, and speech and drama classes involving mask-on activities, 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>.

- c. **[Updated 21 Jul 21]** All coaches, instructors and staff who were placed on the mandatory Fast and Easy Testing (FET) regime from mid-July (e.g. if they come into contact with participants/students who are engaged in unmasked activities, including but not limited to dance, singing, wind/brass instruments, voice, theatre training (including speech and drama, actor training), physical education and other sports-related activities) would not be required to conduct FETs between 22 Jul and 18 Aug 2021 **only if their business operations are entirely suspended.** Organisations and individuals who continue their operations (e.g. by offering mask-on activities) must continue with their regular 14-day FET requirement. For more details on the implementation of FET, 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>, and 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>.

6. **[Updated 21 Jul 21]** All centres conducting on-premise 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, voice training, and speech and drama classes, except where there are additional safe management measures, as set out in Para 5.

- a. **Safe distancing.** Safe distancing measures for centres which are allowed to continue on-premise 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 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 strictly ensure that there is no cross-deployment across worksites to reduce the risk of infection caused by inter-mingling. More information on prevailing workplace SMMs 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 a Stay Home Notice (SHN), or Home Quarantine Order (HQO) to enter the centre premises. 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.
- 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>.

7. Centres should also abide by other sector-specific Safe Management Measures available on the [GoBusiness website](#), and to prevailing circulars issued by the Government.

[Updated 21 Jul 21] Indoor Live Performances

8. All indoor live performances by tuition and enrichment centres scheduled to take place 22 July through 18 August 2021 (both dates inclusive) are to be deferred/postponed to reduce the risk of transmission.

Workforce Arrangements for Tuition and Enrichment Centres

9. Tuition and enrichment centres must ensure that work-from-home is the default arrangement for employees who are able to do so. For employees who must return to the workplace, tuition and enrichment centres are required to abide by all prevailing safe management measures for workplaces. These include health checks, the use of SafeEntry to support contact tracing for all employees, wearing of masks at all times and regular cleaning of common facilities and high-touch areas. Details are available at the GoBusiness website (<https://covid.gobusiness.gov.sg/safemanagement/general/>).

Private Tuition / Enrichment in Private Residences

10. Home-based tuition/enrichment which run in-person lessons are subject to the prevailing national group size limit and number of unique household visitors allowed per day.

11. In addition, home ventilation should be improved by opening doors and windows. Fans can be used to promote air circulation when needed.

12. More information about safe management measures for home-based services are available at the MOH website (<https://moh.gov.sg/covid-19/faqs>).

SafeEntry and TraceTogether Programme

13. 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).

14. 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.

15. 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).

16. 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.

17. 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).

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

Inspections

19. Tuition and enrichment centres are responsible for ensuring that all safe management measures are implemented in their premises at all times. To ensure compliance, inspectors from MOE will be conducting inspections to check on the proper implementation of the SMMs. **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.**

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

Updates and Clarifications

21. 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/>).

22. For clarifications, please refer to the following:

Agency	Contact
MOE	FAQs: https://moe.gov.sg/faqs-covid-19-infection

Agency	Contact
	You may also contact MOE at https://www.moe.gov.sg/contact
ECDA	You may contact ECDA at contact@ecda.gov.sg
National Arts Council	You may contact NAC at NAC_Feedback@nac.gov.sg
Sport Singapore	You may contact SportSG at https://members.myactivesg.com/feedback