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Ministry of Education
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15 May 2021

SAFE MANAGEMENT MEASURES FOR PRIVATE TUITION AND ENRICHMENT FROM 16 MAY 2021 TO 13 JUN 2021

The Multi-Ministry Taskforce announced on 14 May 2021 that the Phase Two (Heightened Alert) national stance would be in effect from 16 May 2021 to 13 Jun 2021.

[Updated 15 May 21] Private Tuition and Enrichment

2. While private tuition and enrichment providers remain allowed to conduct face-to-face operations in private residences as well as centre premises, save for some activities with higher risk of virus transmission, they are encouraged to consider online lessons as the default arrangement during this period of heightened risk, to reduce physical contact between individuals.

3. In-person singing, and wind and brass instrument (or other instruments that require intentional expulsion of air) classes must be suspended from 16 May 2021 to 13 Jun 2021. Voice training, and speech and drama classes may continue, subject to compliance to the measures in Para 9.

4. Tuition and enrichment centres do not need to apply for a business exemption before resuming operations.

[Updated 15 May 21] Safe Management Measures in Tuition and Enrichment Centres

5. To reduce risk of transmission of COVID-19, tuition and enrichment centres are required to abide by the nationwide safe management measures for workplaces issued on 9 May 2020. These include health checks, the use of SafeEntry to support contact tracing for all employees, students and other visitors (please refer to Para 16), wearing of masks at all times and regular cleaning of common facilities and high-touch areas. Tuition and enrichment centres must also ensure that work-from-home is the default arrangement for employees who are able to do so. Details are available at the GoBusiness website (<https://covid.gobusiness.gov.sg/safemanagement/general/>).

6. As a default, tuition and enrichment centres that provide classes are encouraged to consider moving to telecommuting and online lessons as the default arrangement. In the event

that face-to-face lessons continue, they are expected to observe all the following measures in classrooms and other areas accessed by students:

a. **Safe distancing.** Safe distancing measures for tuition and enrichment are:

- 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 two students, with strictly no physical interaction or intermingling between different groups. Centres must strictly maintain a minimum of 1m spacing between pairs, although MOE advises 2m spacing between pairs as a best practice.
- ii. **Tutors/instructors:** They are allowed to move between pairs. However, contact should be transient and they 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, there should be no cross-deployment across worksites. 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.** Private tuition and enrichment centres should not permit students who are placed on Leave of Absence (LOA) or Approved Absence (AA) by their schools, or students who are on a Stay Home Notice (SHN), or Home Quarantine Order (HQO) to attend lessons. In alignment with practices in MOE schools, we also advise centres to watch out for students with fever or respiratory symptoms, such as sneezing, breathlessness, runny nose, loss of smell, cough, or sore throat. Students with symptoms of the above or are otherwise unwell should be sent home immediately, and not allowed to attend lessons. As a best practice, they 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. (Note that all in-person singing, and wind/brass instrument classes are suspended in Phase Two (Heightened Alert).)

- 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). Children aged between 2 and 6 years of age should continue to wear masks/face shields when attending tuition and enrichment classes, as they are still in a group setting and may interact with others. However, centres may exercise some flexibility in requiring compliance from children who have difficulties wearing masks/face shields, e.g. those with special needs. 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. Parents are encouraged to drop off and pick up children promptly to avoid students lingering in waiting areas.

[Updated 15 May 21] Sports Classes

7. Higher-risk facilities, such as indoor gyms and fitness/dance/exercise studios must be closed between 16 May 2021 and 13 Jun 2021 (dates inclusive), unless they only offer low intensity physical activities, sport and exercises, where all participants and instructors are wearing masks at all times, subject to further capacity limits (no single room should hold more than 30 persons, including tutors/instructors). Outdoor exercise classes may continue. These classes are subject to the additional safe management measures outlined by Sport Singapore: <https://www.sportsingapore.gov.sg/Newsroom/Media-Releases/2021/May/Further-Stricter-Safe-Management-Measures-For-Sport-And-Physical-Exercise-, -a-, -Activity>.

[Updated 15 May 21] Dance Classes

8. Indoor dance classes may only proceed if they are able to adhere to the additional safe management measures (including all participants and instructors wearing masks at all times and further capacity limits; no single room should hold more than 30 persons, including tutors/instructors) outlined in 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>. Outdoor dance classes may proceed from 16 May through 13 Jun 2021 (dates inclusive), subject to the requirements in the Sport Singapore advisory (see Para 7).

[Updated 15 May 21] Singing, Wind/Brass Instrument Classes

9. As in-person singing and wind/brass instrument classes involve a higher risk of virus transmission due to voice projection or intentional expulsion of air, they are to be suspended from 16 May to 13 Jun 2021 (dates inclusive).

[Updated 15 May 21] Voice Training, Speech and Drama Classes

10. Voice training and speech and drama classes may continue, with all participants and instructors wearing masks at all times, subject to additional safe management measures and capacity limits (no single room should hold more than 30 persons, including tutors/instructors) as outlined in 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>.

[Updated 15 May 21] Indoor Live Performances

11. All indoor live performances scheduled to take place 16 May through 13 Jun 2021 (dates inclusive) are to be deferred/postponed to reduce the risk of transmission.

[Updated 15 May 21] Safe Management Measures for Private Tuition / Enrichment in Private Residences

12. Home-based tuition/enrichment is subject to prevailing safe management measures for home-based services, including the cap of two distinct visitors allowed in the home per day. Such tutors must also use SafeEntry for visitors, to support contact tracing; if the tutor is awaiting the set-up of a SafeEntry account, s/he should maintain a manual log of visitors in the interim.

13. Parents and tutors should also adhere to prevailing safe distancing measures, i.e. they should ensure that students and tutors maintain safe distancing of at least 1m at all times, with strictly no physical interaction between individuals. If it is not possible to apply 1m safe distancing between students (e.g. in residences), tutors must limit classes to no more than two persons, including the tutor, with suitable spacing between individuals where possible. Home-based businesses registered with URA or HDB should adhere to the separate guidelines issued by the agencies on class sizes.

14. Private tutors operating out of residences are also advised to put in place appropriate precautionary measures, and work with parents to ensure that they are comfortable with the measures taken. These should include the measures outlined in Paras 6b through 6e above:

- a. Wearing of masks by all staff and students at all times (tutors/instructors must wear a surgical mask);
- b. Temperature screening and health declarations (tutors should turn away or not conduct tuition for persons who are unwell or have been issued with Approved

Absence/Leave of Absence by their respective schools or Stay Home Notice/Home Quarantine Order by the authorities)

- c. Clear record-keeping of staff/students to facilitate contact-tracing (Note: Where the tutor has to visit multiple places of residence, the tutor is expected to maintain a personal log of his/her activities, to facilitate contact tracing if necessary.)
- d. Disinfection of surfaces between classes, if venue is hosted by tutor and shared by multiple students

15. Individuals should also limit their overall number of social interactions, to not more than two per day, whether visiting another household or meeting with friends/family members/students in a public place.

SafeEntry and TraceTogether Programme

16. On 4 May 2021, the Multi-Ministry Taskforce (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).

17. Tuition and enrichment centres must therefore ensure that TT-only SafeEntry is implemented, in your premises from 17 May 2021, and that 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.

18. From 15 June 2021, 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). Centres should maintain attendance records for children below 7 to facilitate contact tracing if required.

19. 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. Individuals will only be granted entry with IDs as a last resort.

20. Between now and 17 May 2021, tuition and enrichment centres must still be able to check in all visitors (including students and staff) with TT tokens, on top of existing check-in modes. 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).

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

[Updated 15 May 21] Inspections

22. 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 conduct checks on tuition and enrichment centres. All centres are reminded that non-compliance with safe management measures is an offence under the COVID-19 Control Order (Regulations).

Updates and Clarifications

23. 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/>).

24. For FAQs, please refer to the MOE website (<https://moe.gov.sg/faqs-covid-19-infection>). You may also contact MOE at <https://www.moe.gov.sg/contact>.