

BUSINESS PLAN

FOR



PHYSICAL ADDRESS: 27 CLINTON ROAD, NEW REDRUTH, ALBERTON
TELEPHONE NUMBER: 011 869 6387



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1. EXECUTIVE SUMMARY

The World Health Organization has declared COVID-19 as a Public Health Emergency of International Concern (PHEIC). The virus started in Wuhan China, but now it has spread to many countries and territories including South Africa. Research is still underway concerning the disease but all what we see and experience almost daily is that people are getting infected with some not making it, especially the elderly.

At Central College since the schools re-opened after 26 March 2020 Lockdown we have had no staff member or child that has tested positive thus far. This project is proudly embarked on to keep doing what works for the school, for the children and for the communities. All we were made aware of and we pass to our beneficiaries by means of training, teaching and awareness programmes is to disseminate information that it is transmitted through direct contact with respiratory droplets of an infected person which is generated through coughing and sneezing without masking. Some persons can also be infected from touching surfaces contaminated with the virus and touching their face, eyes, nose, and mouth without first washing the hands thoroughly with soap and running water. The cleaners disinfect surfaces that children touch, public places used by all children and all equipment shared by all like door handles, desks, water dispensers, taps, etc. Each classroom has a sanitizer for every child who visit the bathrooms to use in the presence of a staff member. We will provide food to the hungry.

Central College wishes to partner with individuals whose paramount importance and interest is to save and protect children and educational facilities particularly from being infected with the Coronavirus. They could extend their hands in South Africa through Central College NGO and we will do it on your behalf. We will make all precautions that are necessary to prevent the potential spread of COVID-19 in school settings; however, care will also be taken to avoid stigmatizing learners and staff who may have been exposed to the virus. We are aware that COVID-19 does not differentiate between status, ethnicity, borders, disability status, age or gender, color and creed. Education settings should continue to be welcoming, respectful, inclusive, and supportive environments to all. Measures taken by schools can prevent the entry and spread of COVID-19 by learners and staff who may have been exposed to the virus, while minimizing disruption and protecting learners and staff from discrimination.



After our learners, staff, parents and their families have been educated about facts around COVID-19, information will help diminish fears and anxieties around the disease and support their ability to cope with any secondary impacts in their lives. This guidance provides key messages and considerations for engaging school administrators, teachers and staff, parents, caregivers and community members, as well as children themselves in promoting safe and healthy schools.

The purpose of this project is to provide clear and actionable guidance for safe operations through the prevention, early detection and control of COVID-19 in school and educational facilities. Teaching and learning has to be extended online for the benefit of all the children that cannot come to the school premises for a number of reasons like comorbidities and fear to mix with other learners who might be carriers of the disease. Such children will be provided with tools that will enable online learning possible like the tablets, laptops and data for connection. Where connections are not physically possible due to network challenges, Children will also be provided with portable easy testing that they will use to test at home before getting to school. Any child whose temperature tests above 37,5 will not be allowed into the school transport and the school premises. The guidance, while specific to countries that have already confirmed the transmission of COVID-19, is children will be transported to the school premises. Social distancing will be observed at all times. Sanitization, wearing of masks, temperature scanning and recording will be done on a daily basis. When children have mastered prevention techniques at school, it will still be relevant to all other contexts like home and communities. COVID-19 education, awareness and prevention techniques can encourage children to become advocates for disease prevention and control at home, in school, and in their community by talking to others about how to prevent the spread of viruses. Maintaining safe school operations or reopening schools after a closure requires many considerations but, if done well, can promote public health.

The Coronavirus pandemic is (COVID-19) is a highly infectious airborne disease that has affected the whole world globally. It is caused by a new strain of coronavirus, which was unknown before the outbreak in Wuhan, China in December 2019 It was on January 30, 2020 that the Director General of the World Health Organization (WHO) declared the outbreak of COVID-19 to be a Public Health Emergency of International Concern. Symptoms can include fever, cough and shortness of breath. In more severe cases, infection can cause pneumonia or breathing difficulties. More rarely, the disease can be fatal. These symptoms are similar to the flu (influenza) or the common cold, which are a lot more common than COVID-19. This is why testing is required to confirm if someone has COVID-19.



On the 5th March 2020, the first patient was confirmed in South Africa, being a male citizen who tested positive upon his return from Italy, the Minister of Health declared. The first death to COVID-19 was reported on the 27th March 2020.

Central College is in Alberton which is situated in the south of Johannesburg in South Africa. It surrounded by previously disadvantaged areas where our children come from. In the heart of shacks and Rural Development Programmed informal settlements in the likes of Thokoza, Katlehong, Voslorus, Spruitview, Zonkizizwe, Polar Park, and several other informal settlements.

The majority of parents staying in these areas could not have descent education due to poverty and the majority still are not employed in proper descent jobs. COVID-19 effects of lockdown and the economy of the country being affected. Some of them even lost their jobs. Closure of schools brought more difficulties for their children.

Parents cannot afford their children proper infrastructure to learn at home online. They cannot afford to buy tablets or laptops and temperature test kits They don't have money to transport them to school. They cannot have data for their learners to connect online to be taught by our teachers. They are just behind schedule regarding the Annual Teaching Plan (ATP) of the country.

On the 21st July 2020, the President Mr Cyril Ramaphosa announced that all Public schools would go on recess again for the next four weeks starting from the 27th July 2020. The rational would be to prevent schools from becoming COVID-19 hot spots as infections peak. The decision has also been influenced by statistics on the rising number of positive testing cases of COVID-19 in Public Schools.

As an Independent NGO, Central College is not closing. The COVID-19 virus may survive on surfaces for several hours, but simple disinfectants can kill it. Through awareness, deep cleaning, social distancing, sanitizing and temperature screening strictly adhered to, Central College has not a single case that has been confirmed to test positive of COVID-19.



The South African Human Rights Commission has expressed concerns over the decision the President made of way over 10 million of South African children who will lose out on over half of the scheduled school days. The Commission also cited evidence suggesting the move to keep children in their homes with their parents/guardians having gone to work, could cause harm. It further mentioned that closure of schools would have devastating consequences for some pupils. The Commission said with children only returning to classroom in late August, there would be detrimental increase in inequalities and academic regression.

The project will make the school community aware of the COVID-19, explaining to about the symptoms as with other respiratory infections like the flu or the common cold, and that the public health measures are critical to slow the spread of illnesses.

Public health measures are everyday preventive actions that entail:

- Staying home when you are not at school
- Covering mouth and nose with flexed elbow or tissue when coughing or sneezing, immediately disposing the tissue used to sneeze on.
- Washing hands often with soap and water;
- Cleaning frequently touched surfaces and objects.

2. BUSINESS OVERVIEW

Central College is a non-governmental organization that was founded in 2013 as a school. The It was born out of desperation of wanting a better life for all. “I want to be part of the solution through education”. The proprietor is a woman who qualified as an Educational Psychologist in 1998. She was last employed by the Walter Sisulu University, Eastern Cape Province in 2009 after she could not work due to spinal injuries she suffered from an accident. She worked there as Head of Department and Student Counselor/Psychologist in the Counseling, Special Needs & Career Development Unit, Mthatha Campus. She acted as Dean of Students, Student Affairs from 2006 until she could not work anymore.



2.1 Objective

To request individuals whose paramount importance and interest is to save and protect children and educational facilities particularly from being infected with the Coronavirus. They could extend their hands in South Africa through Central College NGO and we will do it on your behalf. We will make all precautions that are necessary to prevent the potential spread of COVID-19 in school setting. We will prevent children from contaminating the virus by all means possible, educate them to know what to do, pass information to all at home. Provide temperature test kits, food to the hungry and transport children to school. Conduct teaching and learning online for those who cannot come to school. also teach.

2.2 Background

Central College is a Christian high school that has been in existence for five years now. The school is a Non-Government Organization that registered with the Department of Social Development in 2013 with 123-778 NPO as a registration number. The school is also registered with the Department of Basic Education (DoBE) as a High School for Grades R-12. The registration number is ES 700 400752. The school got its registration in December 2013, and as such could not operate in 2014 because there were no learners. We only taught a few students that walked in for the Matric Re-write programme. In 2015 the school registered 20 learners only for Grade 8 and 9. Since inception, Central College was initially funded by its owner using her own cash resources.

2.3 Founder

The school founder is a Psychologist, born again Christian who comes from the outskirts of the Eastern Cape Province, in Qumbu South Africa. She taught Psychology at several Teacher Training Colleges and at the University of Transkei/Walter Sisulu University. She became the university psychologist at the Student Counselling Unit, where she dealt with the core university student's challenges that lead to underperformance, depression, anxiety disorders, paranoia, schizophrenia, and all sorts of abnormal behaviours, running workshops for students in study skills, adjusting well away from homes, how to become independent responsible persons, to, training them for a workplace, and a lot more. These challenges affect the throughput rates of any institution



of higher learning worldwide. That inculcated love for personality transformation, for what education is capable of doing in a young naïve mind, more specifically of a black child. It infused passion for education, hence the slogan, “REFUSE TO BE ORDINARY”.

2.4 Request

Central College is looking for donors who have an interest in helping children not to contaminate the coronavirus, who get to school hungry, whose parents cannot afford transport for them. I request that underprivileged children be helped with their education during these pandemic trying times of COVID-19.

2.5 Location

Central College is situated at Ekurhuleni Metropolitan Municipality in Johannesburg South. We want to provide an exclusive teaching and learning environment in South Africa. There are many children in the south of Johannesburg, where poor people live. Government schools are not enough to accommodate and cater for their individual needs. As a small school, we are known for our unique feature of “individual attention”, which is a competitive advantage over public schools in the location. We get our learners from the Alberton and the surrounding areas that are previously disadvantaged, like Thokoza, Katlehong, Vosloorus, Spruitview, Zonkizizwe, Polar Park, Eden Park, Palmridge and several other informal settlements.

2.6 Accountability

The Director, School Governing Body (SGB), the School Management Team (SMT) together with the COVID-19 Committee will be accountable for the smooth running of the project. It was decided in a meeting with the staff members, the SGB and the SMT held at Central College to start looking for donors globally that could help the children with their needs. The Director and the Principal are accountable to the School Governing Body and the District



Department of Basics Education. The HODs report to the Principal, whilst the Principal reports to the Director. The HODs are responsible for the following subjects:

3. OPERATIONAL PLAN

It is suggested that if children do not display any symptoms such as a fever or cough it's best to keep them in school – unless a public health advisory or other relevant warning or official advice has been issued affecting the child's school. Central College has not had COVID-19 infected cases, is the reason for the school not to close. However, there are parents in the following categories:

- Who lost jobs during the lockdown period and cannot transport their children to school.
- Those who are scared that their children will be infected with COVID-19
- Those who struggle to provide food to their learners.

Instead of keeping children out of school, the project will cater for all these categories. The school will:

- Transfer information the Department of Health is empowering schools with by way of Training parents to teach children good hand and respiratory hygiene practices for school and elsewhere, like frequent handwashing, covering a cough or sneeze with a flexed elbow or tissue, then throwing away the tissue into a closed bin, and not touching their eyes, mouths or noses if they haven't properly washed their hands.

Washing hands properly in the following steps:

- a. Wetting hands with safe running water
- b. Applying enough soap to cover wet hands
- c. Scrubbing all surfaces of the hands – including backs of hands, between fingers and under nails – for at least 20 seconds
- d. Rinsing thoroughly with running water



- e. Drying of hands with a clean, dry cloth, single-use towel or hand drier if it is available
- f. Washing hands often, especially before and after eating; after blowing your nose, coughing, or sneezing; going to the bathroom rooms/toilets and whenever the hands are visibly dirty.
- g. Discussing different reactions children may experience and explain reactions to an abnormal situation.
- h. Encourage them to express and communicate their feelings

4. LONG -TERM OBJECTIVES

As an NGO Central College seeks to provide online education to learners with comorbidities and to learners who might be absent from school for whatever reasons. We will be a center of hope and of excellence for the children affected directly or indirectly by the COVID-19. Central College will remain passionate about the African Child from a disadvantaged backgrounds.

5. PURPOSE OF REQUIRED DONATIONS

The funds are requested for the provision of:

- Masks
- Sanitizer to be used at school and pocket sanitizer for children to carry it wherever they go even at home.
- Temperature scanners, servicing the ones we use or replace when they stop working and provide pocket temperature testers for children to use them at home before they leave for school.



- Soap for the washing of hands.
- Purchase tablets for learners and laptops for the teaching staff to facilitate online teaching
- Data connection and maintenance for teaching purposes
- Food provisioning for the hungry

6. THE CURRENT SITUATION

The schools were closed from the 14th March until 8 June 2020. Schools had to be ready with the PPEs and demonstrate readiness to the SGBs, Department of Basic Education and Environmental Health in the District Municipality. South Africa is fast increasing in the number of infections and deaths. The season is also not helping. It is winter and extremely cold. The school comprises of 14 classrooms, a staff room, 5 cubicles occupied by the HODs and a bookkeeper, a kitchenette, three offices, two reception areas and a Chapel/Hall, a tuck shop and two store rooms. The school has 280 learners, 19 educators, 8 non-academic staff and 2 cleaners, which makes 29 full-time and 2 ad hoc members for repairs and learner 'special needs. The school is currently not engaging in any sporting activities during COVID-19 period. It is to help with the observation of social distancing.

7. MAINTENANCE ON THE PREMISES

- Maintain 1:20 ration in classrooms
- Sitting arrangements of desks is 1,5 metres apart



- All learners wear masks at all times.
- Break times are monitored closely
- We promote and demonstrates regular hand washing and positive hygiene behaviors and monitor their uptake.
- Cleaners sanitize the ablution systems for girls and boys and for staff members as often as they are being used.
- Ensure soap and safe water is available at age-appropriate hand washing stations
- Encourage frequent and thorough washing (at least 20 seconds)
- Place hand sanitizers in toilets, classrooms, halls, and near exits
- Children do not share stationery and books anymore
- Clean and disinfect school buildings, classrooms and especially water and sanitation facilities on a daily basis
- Common surfaces like lunch tables, doors and window handles, toys, teaching and learning aids etc.)
- Signage that encourage good hand and respiratory hygiene practices are posted all over the school premises.
- We keep the school clean

8. GEOGRAPHICAL LOCATION

The college is situated in Ekurhuleni Metropolitan Municipality in Alberton. The college will attract students who are partly in the Southern; Eastern and Western Gauteng. The current estimated boundaries cover Boksburg to the East, Krugersdorp to West, Central Johannesburg to the North and Sasolburg to the South. It is constituted of urban and suburban population.

Central College is physically located in Clinton Road, New Redruth, Alberton based on several factors including:

- i) **Safety and accessibility:** Adjacent to Alberton Boulevard. The location is central to Alberton CBD and has several public transport zones within safe walking distances. It is very easy for many people, particularly our target market to accesses the campus. The area also has ample parking



and is a relatively quiet section of Clinton Road. The facility is well secured and is under surveillance by a local private security company. Due to its tranquility, Higher Education has earmarked the campus for examination centre.

- ii) Proximity to business: The campus is in close proximity to Alberton City, Alberton Mall and the Alberton Boulevard. Furthermore retail facilities and Government Departments are all within a 2,5 km radius of the campus.
- iii) Medical Emergency Care: Central College is less than 1 km away from The Union Hospital which has full emergency capability.
- iv) Future community support facilities: The campus is adjacent to a green field site on Clinton Road, where the college intends to develop a Traders Market which will serve as supporting emerging micro enterprise where our students will do their practical work and trade with the community.

9. SOCIO-ECONOMIC BENEFITS

Alberton is surrounded by previously disadvantaged areas like Thokoza, Kandlehong, Voslorus, Spruitview, Zonkizizwe, Polar Park, and several other informal settlements. 280 learners come from 280 homes. South African families has in most cases an element of extended families, meaning in any one household there will be a grandmother, grandfather, mother, father, siblings to the mother and father, siblings to our learner at Central College and cousins. This means that this project will be empowering more than one million beneficiaries.

10. ORGANIZATIONAL POLICIES

COVID-19 is a new virus to all companies worldwide. There are policies that the school is in the process of developing as a guide to how the college should go about dealing with the disease going forward. This will be guided by what the President and the Council will gazette as new laws of the country.



11. BUDGET FOR 12 MONTHS SUPPLIES

Cleaning disinfectants and material	190,200
Hand soap bars	39,000
Sanitizers	76,200
Masks	140,600
Temperature scanner kits	196,000
Accounting and professional fees	15,000
Refresh and maintain social distancing tapes	4.000
Tablets and laptops	238,000
Optic Fibre and Data connections	92,000
Transport fair	199,000
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12. CONCLUSION

The COVID-19 pandemic is the largest socio- economic shock of our lifetime. The government is grappling with responses of how to save lives and the economy at the same time. They had to close and re-open schools and all other forms of public life. Closure of schools in particular, will have a profound impact on children, both now and in the decade to come. Our Health Minister has echoed that the youngest children are least susceptible to harm from COVID-19, are less likely to spread the virus than the adults but have the most to lose by being out of school. Hence this projects will advocate that children should return to school or be taught online so that they do not lose the 2020 academic year. Donation are most needed in South Africa to keep children healthy, safe and receiving information to gain more knowledge. In all countries worldwide, the governments are introducing precautionary measures such as temperature checks, reduction of classroom size to a reasonable ratio, holding classes outside and spacing desks further apart, sanitizing and masking or usage of face masks. Your donation will provide teaching and learning on their behalf, and save children's lives.

