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13.05.20

E hara taku toa i te toa takitahi, engari he toa takitahi

Success is not the work of one but the work of many

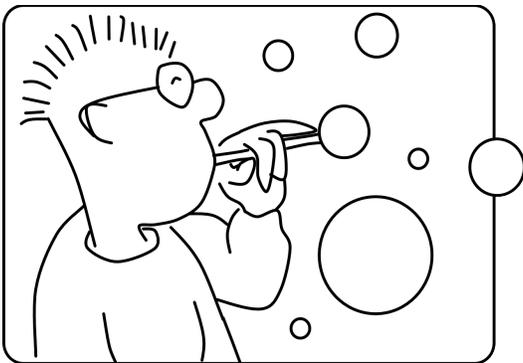
Kia ora koutou

The good news is that we will be able to welcome back our students on Monday 18 May, 2020.

The last 7 weeks have been extraordinary times, and even though we have been isolated in our bubbles, it has been a time where we as a community have come together to support each other, to show kindness and resilience. I hope you are well, and continue to be so.

Our team have been very busy formulating a health and safety plan under the Ministry guidelines for Alert Level 2, so that the risk of the spread of the disease is minimised; and to put in place procedures that support contact tracing.

With this in mind, this newsletter outlines some of the health and safety practices for our school so that whanau are confident that our school is a safe place for our children and our staff. Please remember that Level 2 is not back to normal. Te Kopuru School is now in it's own 'bigger bubble.'



We need to work together to keep our school community safe by minimising risks. It is important that not just at school but at home, safe hygiene habits are practised by everyone. Please discuss with your child their roles and responsibilities in keeping themselves and others safe. Talk to them about social distancing; the need to wash and sanitise hands regularly; to avoid touching their faces; sneezing and coughing etiquette; and no touching of others. Talk to them about bus behaviour or walking to and from school with their friends.

If your child is sick, please keep them at home.

If your child or whanau member has been in contact with someone infected with Covid-19, please stay at home and follow the Ministry of Health guidelines.

Te Kopuru School Safety Plan for Level 2 Return to School

The key principles for Alert level 2 are to:

- Reduce the risk of someone getting infected in the first place
- Ensure we can identify and contact anyone who becomes infected
- Understand that level 2 is not business as usual

The safety and wellbeing of students, staff and their households continues to be a priority in Alert level 2. When opening school facilities, **the public health requirements must be adhered to** so that the threat of Covis-19 is minimised from spreading within the school community.

Students:

Student learning programmes will focus on student well being and their own responsibility of keeping our school a safe place. At the start of each day, and before lunch, and at other times throughout the day, students will be reminded of the following health practices:

- **Physical distancing:** maintaining a physical distance so that students are not breathing on each other. There is **no touching of others**. It is recommended **a metre distance**.
- **Good Hygiene Practices:** regular washing and drying of hands are to be encouraged. All staff and students will **hand sanitise at entry and exit points**. Hand sanitisers will be stationed at these points in the classrooms, and at central areas in the playground. Students are to **cover coughs and sneezes** with their elbow, or tissues, which must be thrown away immediately. Sanitise hands immediately.
- Avoid **touching, including the face**
- Students are not allowed on the school site if they are unwell. The school will **contact parents** if a child becomes sick and request that he/she be collected
- If student behaviours compromise the safety of others, parents are to be contacted immediately to collect their child
- Each room in the school will have spray disinfectant and cloth for cleaning of surfaces.
- Class movement around the school will be minimised.

Before/After School Procedures:

Schools are required to keep track of people who enter our school - through our attendance register, class timetable and visitor register.

With this in mind and to minimise contact, parents will be asked to **drop/collect their children at the school gate**. These gates will be locked at 9.00am, and unlocked at the end of the day for student pick up/buses collection. They will be locked again at 3pm.

If parents need to see the class teacher, a phone call to the office or email is the first port of call.

Students will hand sanitise immediately on entering and exiting the school.

Classrooms:

Classrooms will be set up with seating arrangements for students at **1 metre distancing**. This may vary between classrooms.

Hand sanitiser stations will be set up at entry and exit points.

Students are not to share equipment e.g. pencils, rubbers. All equipment should be **clearly named**.

Each room will have spray disinfectant and cloth for cleaning of surfaces.

Toilets:

Only 2 students are to be in the toilets at any time. A card system of **vacant/engaged** will be set up on the door. Staff are required to teach this process to their students; and waiting on the 1 metre lines until the toilet becomes vacant. Strict hand washing routines to apply.

Hand sanitiser station will also be set up in the cloakroom.

Cleaning:

The school cleaners will clean the school at the end of the school day. They will **focus on cleaning and disinfecting contact surfaces.**

Staff will wipe down contact surfaces as required throughout the day

Our caretaker will spray sandpit areas, playgrounds and sports equipment at the beginning of each day.

Playground Expectations:

Lunchtimes/Break times

Students will eat their lunches in their own classrooms, at their designated desks/tables, monitored by staff.

Students are to bring their own lunch in a **lunch box**, e.g. an ice cream container. All rubbish and food scraps will be taken home in their lunch box. This will avoid undue movement or contact around bins.

Students are to bring their own **water bottle**. Staff will refill as required. The **water fountains are closed.**

Playground Equipment:

The sandpits will be open, as will the playgrounds at lunchtimes only. The caretaker will spray these areas with disinfectant at the beginning of the school day.

The playgrounds/sandpits are **closed** before and after school, and at the 2 morning break times.

Sport equipment will be allocated for students at break times.

Buses:

Buses will run as normal. Students will be allocated seats that they are to stay in. Hand sanitisers will be available on the buses, and students will be required to use at entry and exit points. Bus roll as normal and made available to bus contractor

Homework Centre:

Homework Centre is only open for **bus students from Dargaville** while we are under Alert level 2

School Attendance:

As per normal, please contact the school to report your child's absence

Empire Luncheonette School Lunches:

Are not available until further notice

Doctors Visits to School:

There are no doctors clinics at the school until the end of lockdown

Kid's Can: There will be no Breakfast Club, or prepared sandwiches by staff during Alert level 2. Please make sure you supply your child with a variety of healthy snack and lunch choices.

If you have any questions about our health and safety plan, or have a child who might be vulnerable to serious illness and would like to discuss a plan for them, please contact me at school.

Take care.

Ngā mihi nui

Lee Anderson