

Mokau School - Procedure Planning for Alert Level 2 August 12, 2020

Information for Parents and Caregivers:

What Mokau School looks like at Alert Level 2. Please note that these procedures have been developed with the safety of staff and students in mind. Under Alert Level 2 we will continue to follow the guidelines set out by the Ministry of Health and the Ministry of Education but will continue to **manage the areas identified below**. We have chosen to control the controllable to ensure that we can maintain as much normality for the students as we can. While I know many of you will be anxious at this time, we will ensure that school is the safest possible place for your children to be outside of your family bubbles. At all times we will be following the most up to date advice from the Ministry of Education and Ministry of Health.

Classrooms	At Pick up and Drop Off	Staffing Class Bubbles
<p>Under Alert Level 2 hand sanitiser will be provided in the classroom. Hand sanitiser stations will be set up at the designated entry and exit points of the classroom and Students and Staff will use this as they enter or exit a room.</p> <p>Additional disinfectant/cloth will be available in classrooms for children and teachers to sanitise spaces throughout the school day as required.</p> <p>Many students have their own stationary, supplies and devices and will be encouraged not to share this. Students who do not have their own stationary supply will be issued required materials.</p>	<p>Under Alert Level 2 parents and caregivers will not be allowed on site. We wish to encourage a drop off and pick up only approach to restrict the number of 'adults on-site'. Where possible there should be one person designated for pick up and drop off.</p> <p>Please be respectful of this as it is the 'most likely' chance of Covid-19 entering the school grounds.</p> <p>Students will not be allowed to enter before 8.45am. Staff will observe students on arrival checking for symptoms of illness and arrange for those presenting as unwell to go home as soon as possible.</p> <p>If you do wish or need to come on site please email or phone the school. If this can not be done due to unforeseen circumstances please wait at the outside door until someone can come to assist you.</p>	<p>There is no bubble concept at Alert Level 2 so there are no restrictions on groups of students mixing with others on site.</p> <p>Physical Distancing – Physical distancing is a good precaution to prevent the spread of disease.</p> <p>Children, young people and staff should be far enough away from each other so that they are not breathing on or touching each other, coupled with good hygiene practices and regular cleaning of commonly touched surfaces. There does not need to be a specific measurement but where practicable 1 metre should be used as a guide, particularly between adults.</p>
Staffroom Bubble	In the playground	Managing Attendance
<p>Staff are expected to maintain a minimum of 1m physical distance at all times including in the staffroom.</p> <p>Cups, spoons etc. to be personally handled and washed.</p> <p>Soap and sanitiser will be provided in the staffroom. Disinfectant/wipes available to be used on shared keypads (e.g. photocopier and alarm).</p>	<p>Physical education classes and break time activities can include access to sports equipment including playgrounds but hygiene practice should be observed before and after playing with equipment. There will also be regular cleaning of shared equipment such as balls, sticks etc.</p> <p>Drinking fountains will remain turned off. Students will need a named drink bottle at school.</p>	<p>Students and Staff will not attend if they are unwell. Students and Staff who become unwell during the school day will be sent home.</p> <p>In schools our contact tracing is a combination of timetable, attendance register and visitor register. These provide good information to health authorities if they need to contact people that might be considered a close contact of a confirmed case, and determine whether they will need to self-isolate.</p> <p>This includes recording who the adults on-site are in close contact with as well as recording any visitors to the site, including parents and caregivers.</p>
Cleaning and Hygiene	Movement In and Out of School	School contact details
<p>The toilet block will be cleaned regularly. We have the luxury of allocating the girls a toilet cubicle each and boys' use of toilets will be closely monitored. Students and Staff will use hand sanitiser when opening and closing all doors.</p> <p>Our cleaner will complete daily cleans in line with the Ministry of Health guidelines.</p> <p>In an Alert Level 2 we will continue to model good hygiene practices (coughing into your elbow, handwashing and drying) and regular cleaning of commonly touched surfaces.</p>	<p>We have chosen to continue to limit all non-essential curriculum activity both in and outside of school at this time. We will review this regularly but at this time it is safest to continue to limit outside contact.</p>	<p>School Phone number 06 7529733</p> <p>Email admin@mokau.school.nz</p> <p>principal@mokau.school.nz</p>