

# Maungatapere School Newsletter

Moving to Level 2 Update Thursday 14 May



Kia ora family and whanau

Thank you to those families that have replied to let us know your children are not returning to school under Level 2 next Monday.

We understand that it is an anxious time, but we are lucky to be in Northland where there have been very few cases and no new cases for several weeks. We are also aware that there are some children who are really looking forward to returning and some who are also a little anxious. Our staff are feeling just the same after the extended period of learning from home. Teachers will be working with their classes to make sure the transition back is a positive one, with wellbeing and sharing experiences the most important focus – before learning programmes start.

We are required to keep a register of all parents that come on site during this time. This would be difficult under our current end of day systems, and after discussion as a Board of Trustees we are asking that all parents remain off site when dropping off and collecting children. We are adapting our end of day procedures to assist this, but will require your patience, kindness and care to ensure everyone keeps safe. Please make sure you are familiar with these procedures which are set out below.

Below are the health and safety guidelines staff and students will be implementing during Level 2.

## Teaching Guidelines and Classroom Hygiene at Level 2:

- Physical Distancing – Physical distancing is a good precaution to prevent the spread of disease. In an Alert Level 2 school environment, this means children, young people, and staff maintaining a physical distance so that they are not breathing on or touching each other, coupled with good hygiene practices (coughing into your elbow, handwashing and drying) and regular cleaning of commonly touched surfaces. There are situations where physical distancing is not possible, such as some sporting activities. In these situations, extra emphasis on handwashing and drying (or cleansing with hand sanitiser) before and after activities and regular cleaning of equipment is very important.
- Hand sanitiser/soap and paper towels will be used on entry and exit from classrooms – start/end of day, start/end of breaks.
- Disinfectant, cloths and gloves will be available in all classrooms and resource rooms.
- Cleaners will clean classroom hard surfaces at the end of each day.
- Teachers will set safety guidelines with students in their classes and reinforce these regularly – hand cleansing, going to the toilet, safe coughing, safe nose blowing procedures, physical distancing and what this looks like, processes for entering/leaving classrooms.
- Teachers coordinate with other rooms using the same toilet block to manage handwashing/toileting at the start of play and lunch.
- Students do not need to sit in the same place every day.
- Playgrounds will be open. Students will have access to all school playground areas.
- PE classes and breaks - Sports equipment will be available. Students will wash/sanitise before and after use.
- Doors will be pegged back where possible to avoid handles needing to be used.
- Students will bring their morning tea, lunch and drink bottle to school each day and not share food.
- Staff will monitor students when they arrive and sick students (presenting as unwell) will be sent home by the school office.
- Sick students will not be sent to school.
- School assemblies will not take place inside, but can be held outside where there is room to spread – on court in front of R1/2 instead of under covered area.
- Teachers need to ensure rolls are taken regularly – morning and afternoon.
- Library will be open as normal.

- Shared equipment and supplies can be used if there is regular handwashing. Teachers need to set class guidelines and monitor these.
- Cultural activities – kapa haka etc will take place from 26 May with distancing – 1m where possible.
- Teachers need to keep a record of any adults including parents who enter their classroom other than staff – time of entry and exit – template to be provided.
- If there is contact or a suspected case of Covid 19 within the school Ministry of Health guidelines will be followed.

#### **Parent/Visitor Tracking**

- Parents will be asked to not enter the school grounds where possible, as parents/caregivers who come on site need to be recorded in a visitor register. Students can be dropped off at the school carpark and will be met by a teacher. Students can enter the school grounds and go to their classrooms independently.
- Parents who do enter the school grounds need to sign in and out at the school office. They will also need to be recorded if they enter classrooms.
- Visitors/trades people will report to the office and sign in and out.
- New Entrant children – The new entrant teacher Daniel Cotton, will talk to new families regarding start and finish times (9.15am)

#### **Buses/End of Day Organisation**

- Buses will run as usual with the school keeping lists of students travelling by bus.
- Buses will be supplied with sanitiser to be used entering and leaving.
- Teachers will monitor bus seating with students sitting in family groups.
- Bus bay is for buses only.
- Start of day drop off can take place from 8.25am until 8.50am.
- Bus lines, ASC, walkers assemble on the court as normal with usual teachers and monitors.
- Car line students will go to the school gate in family groups, with teachers checking off and monitoring.
- End of day pick up will be at the school gate as cars arrive. Parents will wait in their cars and students can go as soon as their car arrives.
- Parents are asked to roster their arrival times to avoid crowding: 2.50pm – 3.00pm for family names beginning with A-H. 3.00pm on for I-Z. Students will wait in family groups and be supervised/monitored by teachers as they leave to ensure safety. Parents will be asked to be patient, kind and considerate.

#### **Cleaning/Sanitising Guidelines:**

- Cleaning materials and hand sanitiser will be available at admin entry, staffroom and key admin work areas.
- Cleaners/Caretaker will clean/disinfect door handles and hard surfaces each day.
- Teachers can organise further cleaning of hard surfaces and frequency within their own classrooms as they require.
- Photocopier will only be used by teachers – any printing to them will need to be collected by teachers.
- Support staff will clean photocopiers at the end of each day.
- Cleaning contractor/caretaker will undertake thorough cleaning of the classrooms and toilets.
- Drink fountains will be turned off.
- Rooms need to be 18-20 degrees in temperature.

#### **ASC:**

- Students attending ASC will sanitise hands on entry and exit to hall.
- Distancing will be as for school.
- Food preparation will include use of gloves and meet established standards.
- Parents will text ASC on 0210375623 when in car park for pick up and a supervisor will take the students to the carpark. Supervisor will take responsibility for signing out.

There will be junior class teachers at the gate to help with the transition of our younger students to their classrooms until they become independent. It is important that parents monitor their children getting out of the car to ensure

they are moving safely through the car park. If you are new to our school, we will organise an alternative arrival time to welcome you.

**Laptops/iPads:** If you have had a school device while learning at home, we would like you to return it to school so it can be checked off and returned to the school resources for classes to use. These can be returned to the school office by your child as soon as possible.

**Food & Drink:** Students will need to bring their morning tea and lunch, plus a drink bottle each day. During Level 2 the drinking fountains will be turned off but students can refill water bottles in class if required. It is important that you talk with your children about not sharing/swapping food during this Level 2.

**Sick Children:** Please take extra precaution during this time and if children are not feeling well keep them at home. Please notify the school as usual if students are off sick.

**Scholastic Book Orders:** If families ordered Scholastic books online through LOOP before lockdown, these orders will be sent to school and will be sent home once we receive them. Book orders sent to school before lockdown are still being processed.

Indications are that well over 90% of students will return on Monday. We do need to continue to be aware of who we are socialising with out there, especially as the travel restrictions are reduced and people are moving between regions.

I would like to acknowledge the school staff for all their efforts during the lockdown period – teachers and support staff – they have worked hard to connect with families and ensure the ongoing requirements of running the school are met. Also well done to all our families for keeping the learning going, giving the time to communicate and being patient with your children. We hope there have been lots of positives from the lockdown, especially a slower pace of life and an appreciation of family time. Thanks for your support and we look forward to a return to some normalcy!

Regards

Judy Eagles  
PRINCIPAL