**Planning for Alert Level 2 – Upper Moutere School Information for Parents and Caregivers:**

**What our School looks like at Alert Level 2.** Please note that these procedures have been developed with the safety of students, staff and whanau in mind. Under Alert Level 2 we will follow the guidelines provided by the Ministry of Health and Ministry of Education to **manage the areas identified below.** While we 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 environment. At all times we will be following the most up to date advice from the Ministry of Education and Ministry of Health. It is going to be exciting to welcome everyone back to school!

 **Making the Right Choices… Respect, Responsibility and Pride**

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| **Classrooms** | **At Pick up and Drop Off** | **Staffing Class Bubbles** |
| Under Alert Level 2 hand sanitiser will be provided in every classroom. Hand sanitiser stations will be set up at the designated entry and exit points of each classroom and students and staff will use this as they enter or exit a room. Additional disinfectant and paper towels will be available in classrooms for students and teachers to sanitise common touch areas after Morning tea and Lunch and as required. Physical distancing will be encouraged and stationery sharing will be minimized. Shared equipment and devices will be limited and sanitised between users as much as possible.Turama and Marama will be divided into two groups for whole space sharing activities. Tables will be spread around the spaces and several extra tables will be accessible to provide greater opportunities for distancing. | Under Alert Level 2 parents and caregivers are not encouraged on site. We wish to encourage a drop off and pick up only approach to restrict the number of **‘adults on-site’.** Please be respectful of this as it is the **‘most likely’** chance of Covid-19 entering the school grounds. Students will not be allowed to enter before 8:15am. Please ensure prompt collection of your child at the end of the school day.If you do wish or need to come on site you MUST please use the hand sanitiser on entry and you MUST please register as a visitor; name, time in, time out. We will not be encouraging parents and caregivers in our Learning spaces.However if you need to enter, you MUST please also register on the Learning Space register; name, time in, time out  | There is no ‘bubble’ concept at Alert Level 2 so there are no restrictions on groups of students mixing with others on site. Physical Distancing – Physical distancing is a good precaution to prevent the spread of disease and we will continue to regularly remind and encourage our students to respect this.“*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.”* |
| **Staff Environment** | **In the playground** | **Managing Attendance** |
| Staff are expected to maintain a minimum of 1m physical distance at all times including in the staffroom. Sanitiser will be provided in all common areas. Disinfectant/wipes will be available to be used on shared equipment, eg photocopier and alarm. | PE and break time activities will include access to sports equipment including our playground but hygiene practice will be observed before and after playing with equipment. There will also be regular cleaning of shared equipment such as balls, sticks etc.Drinking fountains will remain turned off. Students will need a named drink bottle at school. They will be able to use the bottle fill stations in our drinking fountains. | Students and staff MUST not attend if they are unwell. Students and staff who become unwell during the school day will be sent home and a Covid-19 swab and negative result will be required before they return to school (this is in line with National Guidelines). Our school contact tracing will be a combination of timetable, attendance register and visitor registers. These will 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.This includes recording who the adults on-site are in close contact with as well as recording **all visitors to the site, including parents and caregivers.** |
| **Cleaning and Hygiene** | **School Programmes** | **Bus** |
| Our toilets will be cleaned regularly throughout the day. Each toilet will contain a spray disinfectant and students will be encouraged to use this after use.All our bathrooms have flowing hand soap ,warm water and paper towels. Hand sanitiser will be used on entry and exit of each learning and common spacOur school has undergone a thorough clean.Our cleaners will complete daily cleans in line with the Ministry of Health guidelines.In an Alert Level 2 we will continue to model good hygiene practices (coughing into your elbow, regular handwashing and drying) and regular cleaning of commonly touched surfaces.  | As we moved to Level Three the building work began on Ramaroa iti, to enable the contractors to continue to employ their workers while meeting the required distancing regulations.Ramaroa iti has been moved to the hall until the work is complete. ***Monday Hui*** will continue but with each learning space meeting outside their learning space (if this effective?)***Learning Celebrations*** will continue in the same manner. They will be brief starting at 2.45pm and just be for the sharing of certificates – parents may want to social distance on the top court only after signing in.Kidz Klub will be able to operate under Alert Level 2. ***027 358 7233*** | The bus service will run.* Each student entering the bus will be required to use hand sanitiser
* The bus will have all the touch surfaces wiped with disinfectant after each run
* Records of students using the bus service each day will be kept
* The front seats behind the driver will be kept vacant.

**NOTE: MISSION BRIDGE UPGRADE…**A temporary footbridge is being built over the waterway to allow pedestrian access. The bus will turn as close to Mission Bridge as possible to pick up or drop off students who choose to access the service this way. Parents/ Caregivers will need to supervise their children over the bridge. The alternative is to bring your children to school via Gardner Valley or Central Road. |