



St Peter's Catholic School

INFORMATION FOR PARENTS OF PROTOCOLS DURING EARLY ALERT LEVEL 2

These protocols may change/evolve as we move through Level 2. Early Level 2 is defined as at least the first 2 weeks of Level 2.

Drop off and Pick Up	Entering School Grounds	Gates during the Day
<ol style="list-style-type: none"> 1. Parents are not to enter the school grounds unless they have a scheduled meeting with the office. 2. Parents of new entrant students or children who have high needs and require parental support can enter the site but must sign the contact tracing register in the office. 3. Parents onsite that need to support children at dropoff will sign in using the schoolapp and Vistab at the office for contact tracing purposes. 4. Parents are to maintain physical distancing of 2m while taking children to and from the gate. 5. Morning drop offs will be in the drop off zone outside the school gate. 6. Teachers will be monitoring children as they enter the classroom to ensure that they are well. 7. A staff member will be rostered on gates from 8.30- 9am and 2.45-3.15pm. 8. Hands will be sanitised on entering the classroom and exiting the school. 9. From 2.45pm children will be released from classes in alphabetical order. A "Pick Up and Drive" system will be operating. Cars are not to park. Parents will drive up to the school gate and children will be waiting to hop straight into the car. Children with surnames starting with A-K are to be picked up from 2.45-3.00pm and surnames L-Z from 3-3.15 pm. If your child/ren are not waiting when it is your turn, you will need to do a loop around the block. Children who walk, bike, scooter, etc without a parent, will be released from their classroom at 3pm. 10. Gates will be locked at 9am. Any late arrivals will need to enter through the main office gate and sign in at the office. 	<ol style="list-style-type: none"> 1. The parents of those children starting school in the Junior Hub for the first time can arrive between 8.45 and 9.00 am. These parents are able to support their child starting school by coming with their children into the school and signing the contact tracing register at the office. 2. Parents of other children starting at St Peter's Catholic School can sign the contact tracing register in the office, and be shown to the class with their child to meet the teacher. These parents are able to leave via the vehicle access gate. 3. Parents of children who will require extra support (for a range of reasons) and are unable to drop children at a gate will be allowed to enter. These parents will be required to sign the contact tracing register at the office. 4. Parents are not to enter the classroom. 5. Buses will run as normal at Alert Level 2. If your child is going on the bus they will need to have updated their details at the school office for contact tracing. 	<ol style="list-style-type: none"> 1. Within school hours the gates will be locked. 2. The gate outside the school office will remain unlocked to allow for couriers and deliveries. 3. Hand sanitiser will be at the office for visitors to use. 4. Hands will be sanitised on entering and exiting the school at the office. 5. Gates locked at 9 am, any late arrivals will need to enter through the main gate and sign in at the office.

Managing Attendance	In the Playground	Classroom Info
<ol style="list-style-type: none"> 1. It is expected that all children and staff return to school unless they have received medical exemption. 2. The class teacher will observe the wellness of learners as they enter into the class at the beginning of the day. 3. If they attend school unwell they will be sent to the sick bay while parents are contacted to take them home until the illness has passed and/or they are no longer deemed by a health practitioner as being infectious. 4. Anyone who becomes unwell during the school day will be sent home immediately. 5. If a person in your household is unwell <u>and</u> is being tested for COVID19 students are required to stay at home until the results of the test are returned. 6. Children that are absent will be marked as they normally would be before Covid-19, acknowledging reasons for absence. 	<ol style="list-style-type: none"> 1. Children will eat in their designated class space before going out for a break to help maintain physical spacing. 2. The playgrounds will be open. 3. Hands will be sanitised before going out to play and sanitised again after returning from the playground 4. Sports equipment may be used 5. Water fountains will be turned off - children will need to bring named water bottles. 6. Duty teachers will be out as normal for supervision, and students will be required to observe physical distancing. 	<ol style="list-style-type: none"> 1. Students will be encouraged not to share their stationery and supplies. 2. Staff will be teaching in their normal classroom unless they are unwell. Relievers are allowed to teach in multiple schools/classes. We will try to use the same reliever in a classroom wherever possible. 3. Teacher Aide timetables will resume with some flexible time for those learners who need additional support once they've returned to school. 4. Students to stay out of the "Moist breath zone" of other students around school. 5. Shared learning spaces such as the library will re-open as normal.
Student Learning	Cleaning and Hygiene	Physical Distancing
<ol style="list-style-type: none"> 1. When students return to school in Alert Level 2 their wellbeing and academic learning will be our number one priority before assessment takes place. We are awaiting guidance from the Ministry of Education in regards to what reporting will look like. 2. Learning Conversations are planned to run as normal in Term 3 at this stage. Teachers will continue to gather up-to-date information and evidence to help them make informed decisions of their learners' next steps and identify individual learning goals. 3. Distance learning will only be available for those who need to remain at home in self isolation due to illness or Covid-19 related symptoms, tracing, and/or testing. 	<ol style="list-style-type: none"> 1. Doors to the classrooms will be open at the beginning and end of each day and break time. 2. Cleaners will complete daily cleans in line with the Ministry of Health guidelines. A full disinfectant wipe down of all hard surfaces will be completed daily. 3. We will continue to model good hygiene practices (coughing into your elbow, handwashing and drying) and regular cleaning of commonly touched surfaces. 4. Hand sanitiser will be provided in every classroom. Students and staff will use this hand sanitiser as they enter and exit buildings each time. Regular hand washing will also be encouraged. 5. A sanitiser station will also be outside the toilet block. 	<ol style="list-style-type: none"> 1. No bubbles are operating at Level 2 so there are no restrictions on groups of students mixing with others on site. Physical distancing is a good precaution to prevent the spread of the disease. 2. 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. 3. Students who continually choose not to follow appropriate physical distancing will have their whanau contacted, and may be asked to go home.
Activities & Sport	Office Area	Before/After School Care
<ol style="list-style-type: none"> 1. No whole school assemblies, field trips or camps will be run for the remainder of Term 2. This decision will be revisited when planning for Term 3. 2. Itinerant lessons, Kapa Haka, Performing Arts will resume with social distancing observed. 3. Sport within our own school setting will resume. Inter-school competitions have been cancelled for Term 2. 	<ol style="list-style-type: none"> 1. Parents are to sanitise their hands before and after signing the contact tracing register at the office. 2. No more than 2 visitors in the office at any one time. 3. Adults visiting the school are to maintain a 2m distance at all times. 	<ol style="list-style-type: none"> 1. Parents to txt when they are at the gate for Before School Care, so that a Kids Rock staff member can meet the student at the gate. 2. Children to use hand sanitiser on entry and exit. 3. More detail to be developed by the Kids Rock team as required.