

# Vogeltown School

## Stage 4: Recovery. Procedure Planning for Alert Level 2

### Information for Parents & Caregivers



**What Vogeltown 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 in the Vogeltown School Pandemic Plan but will continue to **manage the areas identified below**. We have chosen to control the controllable rather than return all aspects of school back to normal. For this reason we have chosen to continue to limit all non-essential curriculum activity both in and outside of school. 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 Classrooms
<p>Under Alert Level 2 hand sanitiser will be provided in every classroom. Hand sanitiser stations will be set up at one designated entry and exit point of each school site and Students and Staff will use this as they enter or exit a room.</p> <p>Rather than sanitiser, we will have soap and water in the toilets for the kids to use. We want to limit the amount of sanitiser our learners use during the day.</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.</p> <p>Each room will have a simple first aid kit - plasters etc. If anything more serious happens, we will use the school first aid rooms and clean these rooms after use.</p> <p>We will try and maintain 18 degrees in each classroom during the day.</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 <b>'adults on-site'</b>. Where possible there should be one person designated for pick up and drop off on both junior and senior sites.</p> <p>Please be respectful of this as it is the <b>'most likely'</b> chance of Covid-19 entering the school grounds.</p> <p>Students will not be allowed to enter before 8:15am. Laura and Jeremy at junior school gate, Nathan &amp; Rach at senior school from 8:15 each morning to greet and sanitise kids. Same in the afternoons from 2.50pm. Mr G will continue to run Road Patrol with one student.</p> <p>Students will be sanitised by teachers as they leave the classroom to go home. Lee and one other junior teacher at junior gate. Jeremy and Laura at senior gate.</p> <p>The Rarawa (back entrance to the junior school) will be locked - we will only have the front of the junior school open for entrance and exit in level 2.</p> <p>If you do wish or need to come on site please email or phone your classroom teacher. If this can not be done due to unforeseen circumstances please come to the school office to register and register as a visitor through VISTAB. (Contact tracing - Annie)</p> <p>Rooms 1 and 5 will be taken by Mrs Treadway and Mrs Newland to the main junior school gate at 2.45pm to meet whanau. Please keep a 2 metre distance from each other.</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> <p>See public health guide: <a href="#">Public Health Guide - Alert level 2</a></p>
Staff Rooms	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 into the dishwasher.</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>PE and class sports and break time activities can include access to sports equipment from classrooms - 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. We will have a bucket out front of each room with soap and water for gear to go in.</p> <p>Drinking fountains will remain turned off. Students will need a named drink bottle at school.</p> <p>Students can bring their own scooter/skateboards to use at school (Juniors each day, seniors Tuesday).</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 and a Covid-19 swab and result will be required before they return to school (this is in line with National Guidelines).</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 <b>any visitors to the site, including parents and caregivers.</b></p>
Cleaning and Hygiene	Movement In and Out of School	Reporting to Parents in Term 2
<p>Students and Staff will use hand sanitiser when opening and closing all doors.</p> <p>Crest Clean will complete daily cleans in line with the Ministry of Health guidelines. Jeremy and Shane already spoken to them.</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.</p> <ul style="list-style-type: none"> <li>No School Assemblies for the remainder of Term 2. This will shift online.</li> <li>There will be no Yr5/6 interschool Sports for Term 2.</li> <li>There will be no Rippa Rugby tournament in T2 of for the remainder of 2020.</li> </ul> <p>YMCA Afterschool Care will be able to operate under Alert Level 2. Jeremy to contact.</p>	<p>When students return to school in Alert Level 2 their wellbeing will be our number one priority before any academic learning and assessment takes place.</p> <p>We will share a more detailed plan for how we will report in due course. Teachers will use this time to gather up to date information and evidence to help them make informed decisions of their classes' next steps and identify individual learning goals.</p>