

13 May 2020

Dear Parents, Whanau and Caregivers,

The time of bubbles is nearly over as we move into Alert Level 2 tomorrow. Our teachers are preparing for the return of our students on Monday. We are looking forward to seeing all your children back at school. This will be a time of adjustment as we ease into some new routines and learning over the first week, being mindful that some students may be a little anxious about the return to school. Children will be excited to see their friends and will have many experiences to share.

It will be important for you to speak positively about going back to school and reassure children if they have any concerns. If you require further resources, please check out <https://sparklers.org.nz> or [www.headspace.com](http://www.headspace.com)

You may like to share some of the new routines outlined below so that they know what to expect:

**Attendance:** At Alert 2, school is open to ALL students. If your child has an underlying health condition, which may prohibit them from returning to school at Alert Level 2, please contact the school office to let us know. Students and staff should not attend school if they are unwell. Students and staff who become unwell during the school day will be sent home.

**Parents - Pick up and Drop off:** Under Alert 2 we wish to encourage a **drop off and pick up only** approach to restrict the number of adults on site. Please **do not visit classrooms or congregate in the school grounds or in the car park**. Please be respectful of this arrangement as this will be the most likely chance of Covid-19 entering the school grounds. We hope this will be temporary. We can't wait to move to Alert Level 1.

For those students who are collected by parents after school, teachers will escort them to the carpark once the first buses depart. Please wait by vehicles for your children. Bus runs will be as normal – more information is included below.

**If you need to come on site you MUST report to the office and sign in as a visitor:** Please use hand sanitiser prior to entering the office. If you wish to meet with a teacher please email them (teacher emails will be checked before and after school) or phone or email the school office.

**Hygiene practices:** We will continue to model good hygiene practices (coughing into your elbow, handwashing and drying) and regular cleaning of commonly touched surfaces. Hand sanitiser will be provided at entry/exit points in all rooms and toilets. Students and staff will use this as they enter or exit a room.

**Cleaning regime:** Commonly touched surfaces such as door handles and table tops will be cleaned by the staff during the day and by our cleaner after school. Students will be required to wash their hands several times during the day, particularly before and after toilet breaks, interval and lunch breaks, and sporting or group activities.

**Return of Devices:** All school devices **need to be returned to school by Friday 15th May 9.30am** to be sanitised and prepared for Monday. The School will be open to receive devices Thursday 8am – 4pm or Friday 8am – 9.30. **Please place devices with their cords in the black tubs on the hall deck** - Follow directions on site.

Please note: Devices must not be left at school after 4pm.

**Water:** Drinking fountains are disabled. Students must bring their own NAMED water bottles. Teachers will refill these for students when needed.

**Social Distancing:** Staff and students should be far enough away so that they are not breathing on, or touching each other. Staff and/or visiting adults are required to maintain a minimum of 1m physical distance from each other.

**Interval and Lunchtime:** Interval and lunch breaks will be staggered.

Junior (Rm 3-6) Interval: 10.30am – 11.00am Lunch: 12.30pm - 1.15pm

Senior (Rm 2–Snr Studio) Interval: 11.00am – 11.30am Lunch: 1.00pm - 1.45pm

Friday interval and lunchtimes will be combined due to the shortened day as per normal.

Each class will eat morning tea and lunch in their own designated space (for the first week, inside their classroom). Students will be supervised by their teacher for the first 10 minutes of each break. Students will then have access to the playground and fields. Classroom tables will be sanitised by teachers at each break time.

**Buses:** School buses will run from Monday 18 May. Please allow some flexibility with pickup and delivery times while new routines are established. The ongoing safety of drivers and students and the ability to contact trace is a priority. Drivers will be provided with up-to-date bus lists to ensure everyone knows who is being transported each day. It is with sadness that we advise that Nigel has resigned as bus driver. Katrina will be the new driver on the Southern bus run.

**Nimon's Bus operations manager has issued the following statement:**

- We have been advised that maintaining distancing is not practicable on school buses.
- Where the seating configuration has passenger seats in close proximity to the driver, these seats are not to be used.
- Hand sanitiser is available for each student to use when boarding bus but not on exit.
- Nimon's will implement a cleaning regime for their buses.
- Bus drivers will determine the seating arrangements on the bus and students will need to adhere to the instructions of these drivers.
- Any breaches of the requirements of the school and/or bus company will mean the withdrawal of the service for those students who infringe.

**Fridays:** School will continue to end at 2.30pm on Fridays. First bus leaves school at 2.30pm.

**Interaction:** Unfortunately there will be no interaction (assembly) held until further notice.

**Winter sports events:** There will be no club sporting events including Pinelands winter sports or dance festival for the rest of this term.

When students return to school on Monday, their wellbeing will be our number one priority. If you have any queries please do not hesitate to contact the office. We thank you all for your wonderful support over the past eight weeks. We look forward to sending home student portfolios and organizing Student Led Conferences towards the end of term.

Kind regards

*Rose and staff*