



28<sup>th</sup> January 2022

Dear parents, caregivers and whānau

I hope you all had a relaxing summer break and made the most of the stunning weather. We're looking forward to welcoming you all back and a very special welcome to our new families. Although it isn't the start of the year we would have hoped for, we're excited to be able to have our students returning to school.

### **Covid Plan for 'Red Traffic Light' - 2022**

**Please complete this survey as soon as possible to help us plan for the multiple scenarios:**  
<https://forms.gle/sjkoVJxXyv9PwDLaA>

The **Red** setting of the Covid Protection Framework has a range of safety measures for schools. As further information is shared with us from MoE and MoH, there may be necessary adjustments to the way we operate; we will keep you informed of any key changes. Please take the time to read through this information carefully and we encourage you to discuss some of this with your child so they are aware of what to expect.

#### **Health and Safety**

- Students and staff must stay home, even if slightly unwell e.g. cough, runny nose etc. Please understand that there is a much lower threshold for this.
- If/when there are cases at school, there are comprehensive guidelines that we must follow. We will then quickly provide you with specific information around what you need to do.
- All staff, volunteers and contractors on site are fully vaccinated.
- Measures will be taken to minimise the intermingling of class groups, particularly indoors.

#### **Teaching and Learning**

- Under the **Red** setting, school is open for all students.
- While it is unlikely that school will be closed for public health reasons, the Board of Trustees may consider that in extreme circumstances staff and students need to work remotely for a period of time. Planning in these extreme circumstances will accommodate the needs of students who would not have supervision at home (much like 'Bubble School' while in Alert Level 3).

#### **Managing Staff Absences**

- Due to the potential need for staff to self-isolate, we may experience staff absences as well as a shortage of relievers. School has steps and processes to cover staff absences to the best of our ability.
- In the event a teacher is required to self-isolate due to being a close contact, they will deliver learning via our online platform for their class and hard copy resources may be provided.

- In the event a teacher falls ill, we will do our best to find a reliever who is able to cover the class for the duration of the teacher's absence and the reliever will provide the learning programme.

### **Student Absences**

- We encourage all our students to attend school during the **Red** setting and will follow Public Health Measures to ensure our students' safety.
- If you choose for your child to remain at home during the **Red** setting; you will be directed to our online learning resources on our school website as well as the Ministry of Education website.
- If your child is required to self-isolate due to being a close contact; your child's teacher will make online learning available via Seesaw or Google Classroom. A hard copy pack may also be made available if requested.
- If your child becomes unwell, there is no expectation for them to participate in online learning. We encourage them to rest and recuperate for a speedy recovery.

### **Drops Offs and Pick Ups**

- To avoid congestion at the end of the day, we will continue our staggered finishing times -
  - 2:30pm - Junior students (Year 0-4) and their older siblings
  - 2:40pm - Senior students (Year 5-8)
- We have been directed to minimise the number of visitors onsite, therefore we encourage you to drop off and pick up your child(ren) at the front entrance on Hana Lane. We know that for some children this will be extremely difficult and they may require your support (particularly for our new entrant children and new students). If this is necessary, we ask that you adhere to the following guidelines:
  - Scan the Covid tracer app (displayed on all entrances as well as outside of each classroom).
  - You must wear a mask unless you have an exemption.
  - Physically distance by at least 1 metre.
  - Enter and exit via the side gates rather than through the main office entrance.

### **Masks**

- It is a Public Health Order requirement that all staff and children in Years 4 and above must wear a mask indoors. There are a number of exemptions to wearing a mask including if you have to communicate with someone who is deaf/hard of hearing, or the person has a physical/mental health illness or condition/disability that makes wearing a mask unsuitable.
- Nikau and Tawa are composite Year 3 & 4 classes - Year 4 students must wear a mask and Year 3 students are strongly encouraged to wear a mask. The staff in these classes will be wearing a mask indoors.
- Children in Totara, Rimu and Kowhai class can wear masks if they want to (and can manage this safely).
- Any adults on site must wear a mask. We appreciate your support with this.
- Masks are not required when students are outside, and we will provide regular classroom breaks for students to do so.

### **After School Care**

- This will operate as per normal, with a range of health and safety measures in place based on the **Red** setting.

### **Assemblies**

Under **Red** setting we are unable to hold non-essential large gatherings to minimise the risk of spread. Teachers will be awarding students with our Values Certificates in class each week - please keep an eye out on Seesaw for photos.

## Vaccination Status

*(Documented in the Ministry of Education Bulletin 25<sup>th</sup> January 2022)*

All registered schools (including private schools), all school hostels (including private hostels), and all school transport services (for all students) are prohibited from requiring proof of vaccination (either via My Vaccine Pass or other tool) as a condition of using or accessing education.

In situations where events and activities occur on school grounds and where participants extend beyond staff, parents, caregivers and learners, it **may be appropriate** to ask for a vaccine certificate. Examples of this are fundraising fairs, concerts and other community events.

Third-party users of education facilities will also be able to require evidence of vaccination when using school premises.

Parents and caregivers are required to be vaccinated if they are undertaking work for your school, including voluntary work, **and** may have contact with children or students when carrying out that work or will be present at a time when children and students are also present.

This vaccination requirement does not apply to those who are performing services remotely or who are onsite only when children and students are not present.

### Useful Websites for Further Information

At all times we are required to follow the guidelines from the [Ministry of Education](#) & Public Health Order.

[COVID-19 symptoms](#)

[COVID-19 Protection Framework – Sport New Zealand | Ihi Aotearoa](#)

[Entertainment, recreation, and exercise – business.govt.nz](#)

If you have any specific questions or concerns, please contact your child's teacher directly. Alternatively you can email Dion Marchioni ([marchionid@hautapu.school.nz](mailto:marchionid@hautapu.school.nz)) or myself ([principal@hautapu.school.nz](mailto:principal@hautapu.school.nz)).

Warmest regards

Tracey Bennett