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# COVID-19

# Update

## 12 May, 2020



Photo by Stephen Harrison

## Alert Level 2 – Return To School

Stephen Harrison — May 12th, 2020

Yesterday, the Prime Minister announced that New Zealand will move into Alert Level 2 from 11.59pm on Wednesday 13 May. That means from Thursday Alert Level 2 criteria apply.

Cotswold School is preparing to open its doors and welcome back all students on **Monday 18 May, 2020**. Parents and children may well be anxious about returning but I can assure you that wellbeing is our first priority in planning for our children's return.

### The Key Principles for Alert Level 2 Are To:

- Reduce the risk of someone getting infected in the first place
- Ensure we can identify and contact anyone who becomes infected
- Understand that Level 2 is not business as usual.

At Alert Level 2 we will continue to focus on:

- **enabling good hygiene practices** – regular washing and drying of hands and good cough and sneeze etiquette remain fundamental to preventing spread of illness such as colds, flu and COVID-19
- **ensuring people with COVID-19 symptoms stay away** from school
- **maintaining physical distancing where practicable** - in schools at Alert Level 2 this means children, young people, and staff maintaining a physical distance so that they are not breathing on or touching each other (there is no minimum distance requirement for schools at Alert Level 2)
- **keeping track of people that enter your school** – through our attendance registers, timetable and visitor register. This includes all visitors and parents who enter the site.

**We have put a number of conditions in place to ensure the safety of our staff and students. We ask for your support in abiding by these and also reinforcing these with your child(ren).**

**Parents are reminded that in the following circumstances children should not be at school:**

- They have an illness. Any child attending school when they are unwell will be sent home. We trust you will not put us in the position of having to ring you because your child arrived at school unwell.
- They have compromised immunity, an underlying health condition, or someone in their immediate bubble has compromised immunity or an underlying health condition.

**Please note** that as all our teachers will now be classroom based our teaching & learning programme will be school based. **A limited online Home Learning programme** will be available to support children that are required to stay at home at Alert Level 2 because underlying medical conditions place them at higher risk.

#### **Staff Attending Under Alert Level 2:**

All staff, except those who are significantly at-risk health wise, will be back on site.

#### **Children Attending Under Alert Level 2:**

- All children, except those with an illness of any kind, are able to return to school on Monday 18 May, 2020 **from 8.30am. Please do not send your child along to school earlier than this.**
- All children, except those with health issues, are expected to attend from Monday 18 May, 2020.
- Children will be back in their normal classroom and with their usual teacher(s).
- Parents of children who have significant health factors to consider, particularly those with a compromised immune system, need to contact Andrew Simpson or Paula Fleming-Connell to discuss the return to school for their child.
- Contact details are:
  - Paula Fleming-Connell: [paula.fleming-connell@cotswold.school.nz](mailto:paula.fleming-connell@cotswold.school.nz)
  - Andrew Simpson: [andrew.simpson@cotswold.school.nz](mailto:andrew.simpson@cotswold.school.nz)

#### **Children With Anxiety Or Other Health/Wellbeing Issues**

- Parents of children experiencing significant levels of anxiety or 'reaction' to the COVID-19 scenario please share this with your child's class teacher.
- The school aims to assist and support children and parents as much as possible during the transition back to school and beyond. If as a parent you are concerned about the transition back to school please make contact with your child's class teacher.

#### **Children Will Be Expected To:**

- Enter the school grounds and move directly to their classroom. No adventure playgrounds or sports equipment to be used before or after school. NB: Older siblings can escort younger siblings to their classroom.
- Eat their own food and consume their own drink... no sharing of food or drink. Drinking fountains will not be used under Alert Level 2 – this includes the classroom-based drinking fountains.
- Hand sanitise/wash hands regularly as instructed (including when entering and exiting a building or classroom)
- Follow teacher instructions and directions, including following health and safety requirements as taught to them.

#### **Return To School – Essential Items:**

- School Stationery
- Something for fruit break & morning tea
- Lunch
- Drink Bottle
- A clear understanding about after school arrangements.
- Optional: Scooters & Bikes

#### **Parents Are Asked To:**

- **Remain outside the school grounds and stay clear of the main gateway.** Drop offs by parents and caregivers must, unless there is a valid reason take place before parents and caregivers get to the school gate and ideally a reasonable distance away, to limit large numbers of people congregating (and therefore won't require recording for contact tracing purposes). We have marked social distancing spacing on the pavement outside the school gate.
- Parents needing to enter the school grounds should do so by prior arrangement – please contact the school office:

- Telephone: 03 359-8035
- Email: [office@cotswold.school.nz](mailto:office@cotswold.school.nz)
- Make contact with teachers via email in the first instance.
- Keep social distances at all times with other parents/children and staff
- Hand sanitise as requested by the school when invited onto the school site.
- Record their contact details in the Contact Tracing Register when invited onto the school site.
- Not congregate outside the school gate in groups to socialise/chat before or after school

### Contact Tracing

We are required to maintain Contact Tracing Registers detailing which children and adults are on site, in each teaching space, including recording if there is a different composition of children and adults during the day.

We are also required to record all visitors invited onto our site, **including parents**.

### Entry and Exit Points (refer attached plan)

#### Morning Entry:

- **Front gate on Cotswold Avenue only.**
- Gates to open at 8.30am
- Parents remain outside the school grounds and maintain physical distancing of 2 metres
- Once inside the grounds children are to move to their classroom, using the hand sanitising units before entering the classroom.
- No adventure playgrounds or sports equipment to be used before school.

#### Afternoon Exit

- Both front and back gates will be open (controlled)
- Parents remain outside the school grounds and maintain physical distancing of 2 metres
- Senior students with younger siblings to be released at 2.50pm to collect younger siblings from classrooms and then move to either the front or back gate to exit the grounds. **Parents please make clear to your child(ren) arrangements for after school and which gate they are to use to leave the school grounds.**
- Children in Years 1 – 3 who do not have older siblings will meet Mrs Fleming-Connell by the gate on to Cotswold Avenue near the Cotswold Kindergarten. Mrs Fleming-Connell will only release these children to their parent/caregiver.

### Student Absence

A reminder that when your child is absent from school the school must be notified. You can do this by:

- By our online form - <https://form.jotform.co/cotswold/absence-form>; or
- Leaving a message on the absentee line 03 359-8035 option 1. Please state your name, your child's first name, surname, their room number and reason for their absence.
- Absences can also be sent via the Cotswold School app. Download the Flexibuzz app for free on iPhone or Android. Open the app and search for Cotswold School.

### Full School and Syndicate Assemblies

These have been placed on hold until further notice. While these gatherings are allowable under Alert Level 2, our priority is getting children back into classrooms and their normal learning routines before returning to large group celebrations. Smaller groups celebrations may occur within and across teams.

### School Office

The school office will open to parents and visitors by appointment only. Office staff can be contacted by telephone or email. Parents and visitors need to contact the office if they wish to discuss a need and make an appointment to come onto the school site. A visitors bell has been placed on the main gate allowing parents/visitors to notify the office that they need assistance.

Contact details are:

- Telephone: 03 359-8035
- Email: [office@cotswold.school.nz](mailto:office@cotswold.school.nz)

If these requirements are not followed by children and parents it makes the day-to-day running of the school under COVID-19 health requirements even more difficult.

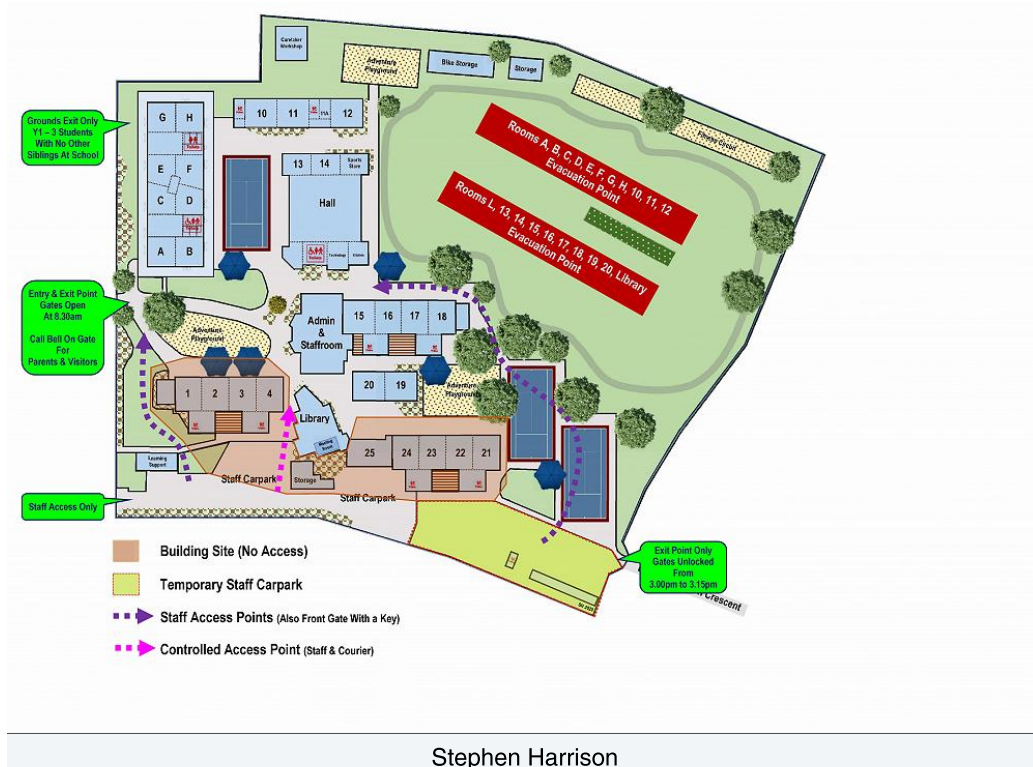
It is important that we all show patience and understanding under these very different circumstances. It is important that we keep things 'tight' so that we do not inadvertently lose the gains we have made as a country as to minimising the Covid-19 spread.

The Cotswold School Team, including the Board of Trustees, is working hard to ensure health and safety requirements are met. We also aim to provide as welcoming a school environment as we can for our children under these unusual circumstances, but with the understanding we are working under a clear set of Government requirements.

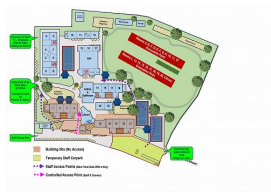
Kind regards

**STEPHEN HARRISON**

**Principal**



## Gallery



## Attachments

[School Attendance - Alert Level 2](#)