

For our Parent Community. Wednesday 12 August.
Updates will be made if new information comes through from the Ministries of Health and Education.
Rangiora Borough School Procedure Plan for Alert Level 2.

These procedures have been developed with the safety of staff and students in mind.

- *We will continue to monitor / 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 Class Spaces
<p>Under Alert Level 2 hand sanitiser will be provided in every classroom. Hand sanitiser stations will be set up at the designated entry and exit points of each classroom and Students and Staff will use this hand sanitiser as they enter the buildings each time. Students will wash their hands before leaving the classroom space, supervised by staff.</p> <p>Additional disinfectant/cloths will be available in classrooms for children and teachers to sanitise spaces throughout the school day as required. Door handles in particular, although doors will be wedged open where practicable.</p> <p>Students will have their own stationery and supplies and will be encouraged not to share this.</p> <p>Student devices will not be shared, school devices will be wiped clean between users.</p> <p>Lunch boxes/snacks to remain in individual student bags.</p> <p>Reading folders to be stored in bags / lockers rather than in communal areas.</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’ 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>The layout of hubs will change to reflect the above.</p>	<p>Under Alert Level 2 parents and caregivers are asked to “drop off and pick up” at the front of the school at any of our 3 entrances - King Street Main Gate and Church Street Gates.</p> <p>Technology & Before School / After School Care are to use the little gate on King Street and Tech Students to use the gate by the garage on Church Street.</p> <p>Students are to enter school from 8:30am onwards (unless attending OSCAR before school care & staff’s children).</p> <p>If parents do wish or need to come on site sign in at the office. This is asked for by the Health Ministry for possible contact tracing. To be clear any parent / caregiver coming onsite needs to sign in at the office from 8:30am till 3:30pm . No parents in classrooms please</p> <p>Please be respectful of this as it is the most likely chance of COVID-19 entering the school.</p> <p><i>There will be a staggered finish to the end of the day.</i></p> <p>2:50pm - Wave 1</p> <ul style="list-style-type: none"> • Older children leave classes and go and pick up younger siblings to leave the grounds. • Older children to escort family to waiting parents. <p>3pm - Wave 2</p> <ul style="list-style-type: none"> • Only children leave classes and go and pick up younger siblings to leave the grounds. • Children at after school programme released. <p>All children are to leave the school grounds or go to after school care as soon as they are released.</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>Parent helpers can come into classrooms as long as they are not sick, use sanitiser/hand washing procedures and sign in at the office.</p> <p>Teams communicate with their parents / caregivers about what their class spaces will look like and behaviour expectations so parents can talk these through with their child/ren.</p>
New Timetable at Alert Level 2	In the playground	Managing Attendance
<p>7:00am - Before school care starts 8:30am - School open 8:55am - Classes start Morning Tea 10:00am - 10:20 - Henry Blackett Building & Ngā Rakau e Rua 10:20 - 10:40am - Rua, Tahi Kahurangi, Tahi Whero, 10:40 - 11:00am - Technology Department Lunch 12:15pm till 1:00pm’ish - Play then eat - Henry Blackett Building & Ngā Rakau e Rua 12:45pm till 1:30pm - Eat then play - Rua, Tahi Kahurangi, Tahi Whero, Staggered finish 2:50pm - Oldest child released to pick up younger siblings, then move to gate to meet parents 3:00pm - Only child and after school care children released. All children to be off site as quickly as possible unless attending after school care.</p>	<p>Physical education classes and break time activities can include access to sports equipment including playgrounds but hygiene practice should be observed before and after playing with equipment.</p> <p>Each class will have their own equipment but children from different hubs can play together. We will be discouraging contact games. Hand washing/sanitiser after each break.</p> <p>Drinking fountains will be turned off. Students will need a named drink bottle at school.</p> <p>Students can bring their own scooters and bikes - to be stored in bike racks.</p> <p>Staggered break times, opening and finishing times are still in place</p>	<p>Any children and staff will stay home if they are sick, or will be sent home immediately if they show any symptoms.</p> <p>At RBS, our contact tracing is a combination of the following: timetables, attendance register, visitor register, COVID Tracer App and the School App COVID Check in. 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 any visitors to the site, including parents and caregivers.</p> <p>Please contact the office (by email or phone) if you have decided to keep your child/ren at home at Alert Level 2. Please be aware that due to all staff being on site, online and home learning will be limited.</p>

Cleaning and Hygiene	In and Out of School Activities	Reporting to Parents and communication of school events
<p>The toilet blocks will be sanitised at the end of each day and when needed. Students and Staff will use hand sanitiser after visiting toilets and again upon returning to the classroom.</p> <p>Cleaners will complete daily cleans in line with the Ministry of Health guidelines.</p> <p>In Alert Level 2 we will continue to model good hygiene practices (coughing into your elbow, handwashing for at least 20 seconds and drying) and regular cleaning of commonly touched surfaces.</p> <p>Children can wear masks at school if you wish them too. Government advice states that you should wear masks in situations where physical distancing is not possible, like on public transport or in shops.</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"> • No whole school Friday assemblies or any gatherings of over 100. • Music Groups and Kapahaka will continue as these gatherings are under 100. • While Inter-school activities and field trips are allowable at Level 2, any such events will be carefully considered with full risk assessments including COVID-19 considerations before approval is given. <p>OSCAR - Before School and After School Care is open in Alert Level 2.</p>	<p>We will update parents / caregivers as soon as possible if events are cancelled / postponed.. Please check the school website (alert at top), school app, school facebook page and Hero app.</p> <p>At Alert Level 2 keeping children safe and their wellbeing will be our number one priority.</p> <p>We will share a more detailed plan for how we will report in due course, our learning conferences and reporting to parents / caregivers will need to be clearly planned as we are limited to gatherings of 100. If you have any concerns or questions please don't hesitate to contact your classroom teachers regarding your child/ren's learning needs.</p>