

TE HORO SCHOOL

EDUCATION PLAN FOR SCHOOLING UNDER ALERT LEVEL 1

It is important to note that this Plan will be updated and amended as additional information becomes known.

Alert Level 1 Summary

- There is an extremely low public health risk from the virus at Alert Level 1. With the exception of border controls including testing and quarantine/isolation for new arrivals, Alert Level 1 sees a return to life as we knew it pre-COVID-19. All current restrictions on businesses and services are lifted.
- Although New Zealand has made great progress in containing COVID-19, there is still a global pandemic that is expected to continue into 2021 or even longer. It is important we remain vigilant and continue to practice good hygiene to minimise the risk of any community transmission.
- There are no specific public health requirements for schools and early learning services at Alert Level 1. The Health and Safety at Work Act continues to apply and all schools and early learning services should adhere to the [golden rules](#).
- There are no restrictions on personal movement at Alert Level 1 so all students, children and staff continue to be safe to go to school / early learning, and all students must attend school.
- Schools and early learning services are encouraged to support contact tracing efforts by displaying QR Code posters for the NZ COVID Tracer App.
- Upon advice from the local medical officer of health, any educational facilities connected to a confirmed or probable case of COVID-19 must close on an individual or group basis for 72 hours to allow contact tracing, and then potentially for a further 14 days.

The Golden Rules for everyone at Alert Level 1

1. If you're sick, stay home. Don't go to work or school. Don't socialise.
2. If you have cold or flu symptoms call your doctor or Healthline and make sure you get tested.
3. Wash your hands. Wash your hands. Wash your hands.
4. Sneeze and cough into your elbow, and regularly disinfect shared surfaces.
5. If you are told by health authorities to self-isolate you must do so immediately.
6. If you're concerned about your wellbeing or have underlying health conditions, work with your GP to understand how best to stay healthy.
7. Keep track of where you've been and who you've seen to help contact tracing if needed. Use the NZ COVID Tracer app as a handy way of doing this.
8. Businesses should help people keep track of their movements by displaying the Ministry of Health QR Code for contact tracing.
9. Stay vigilant. There is still a global pandemic going on. People and businesses should be prepared to act fast to step up Alert Levels if we have to.
10. People will have had different experiences over the last couple of months. Whatever you're feeling — it's okay. Be kind to others. Be kind to yourself.

[Managing Health and Safety in Schools at Alert Level 1](#)

Key Points	Description
<p>Staff and Student Illness & Symptoms of COVID-19 (for students and staff)</p>	<ul style="list-style-type: none"> ● If people are sick, they should stay home (phone Healthline or their GP and get tested if they have cold or flu symptoms). Stringent self-isolation of those who display relevant symptoms of COVID-19, test positive for COVID-19, have been in close contact with someone who tests positive for COVID-19, or have been overseas in the last 14 days – Ministry of Health information for self-isolation ● Symptoms of COVID-19 are similar to a range of other illnesses, such as influenza. <p>Having them does not necessarily mean that you have COVID-19.</p> <p>Symptoms include:</p> <ul style="list-style-type: none"> ● a cough ● a high temperature of at least 38°C ● shortness of breath ● sore throat ● sneezing and runny nose ● temporary loss of smell. <p>These symptoms do not necessarily mean you have COVID-19. The symptoms are similar to other illnesses that are much more common, such as cold and flu.</p> <p>Shortness of breath is a sign of possible pneumonia and requires immediate medical attention. If you have these symptoms please call Healthline for free on 0800 358 5453 or you can call your doctor immediately. If you're outside New Zealand call +64 9 358 5453 or your doctor. Call your doctor before visiting.</p> <ul style="list-style-type: none"> ● School staff are to observe students on arrival into the classroom checking for symptoms and ask those presenting as unwell to go home (or arrange for parents and caregivers to come and pick up). Please note, this does not mean that temperatures are to be taken. This means all teaching staff will be in their classrooms from 8:30am and no children will be able to enter into the

	<p>classroom prior to 8:30am. Anyone deemed to be unwell is to be sent to the Office to be sent home.</p>
<p>Distancing for Staff and Students</p>	<ul style="list-style-type: none"> ● Physical distancing is not a requirement but where possible or practicable, is encouraged when you are around people you don't know. ● Good hygiene practices should be used (coughing into your elbow, handwashing and drying) and regular cleaning of commonly touched surfaces will occur. ● Mass gatherings – There are no restrictions on gatherings at Alert Level 1
<p>Distancing for parents and visitors on site & Contact Tracing</p>	<ul style="list-style-type: none"> ● Contact tracing registers are not required at Alert Level 1. As is usual practice you will need to continue to record attendance in your SMS and record visitors coming on-site. There is no requirement to include parents and caregivers undertaking drop offs and pick-ups in your visitor register. ● Support contact tracing efforts by displaying QR Code posters for the NZ COVID Tracer App. ● Physical distancing is not a requirement but where possible or practicable, is encouraged when you are around people you don't know.
<p>Water Fountains Open</p>	<ul style="list-style-type: none"> ● Students strongly encouraged to bring their own clearly named water bottles to refill at fountains or classroom taps.
<p>Hygiene</p>	<ul style="list-style-type: none"> ● Hand sanitiser at entry to class rooms and in shared spaces. Soap, water and the ability to dry hands must be provided in bathrooms. ● Where practicable ensure that children and young people regularly wash and dry hands, cough and sneeze into their elbow, and try to avoid touching their face. Cough and sneeze etiquette

	<ul style="list-style-type: none"> ● Staff prop or wedge doors open where practicable, if not possible wipe the handles regularly throughout the day. ● Teachers to focus on handwashing and student personal hygiene, etc. Hand washing ● Place hand sanitiser in close proximity to equipment shared by staff (e.g., printer/copier) and at the entrance to the staffroom or shared staff spaces ● Keep classroom temperatures to 18 degrees. 18 – 20 degrees is a comfortable temperature, below that there is increased risk. ● Outdoor play areas and equipment including sandpits can be used but children must wash their hands after use
School Cleaning	<ul style="list-style-type: none"> ● Regular cleaning and disinfecting of commonly touched surfaces is recommended Cleaning surfaces ● High touch surfaces to be cleaned once a day and then as required ● Ensure the availability of appropriate cleaning supplies for cleaning of high-touch surfaces ● .https://covid19.govt.nz/covid-19/how-were-uniting/cleaning-surfaces/ <p>Cleanliness is going to be a significant focus over the coming months. As we all want to have the cleanest and most hygienic school that we can affordably have, we will be implementing a few changes.</p> <ul style="list-style-type: none"> ● Our commercial cleaners will now focus firstly on toilets and hard surfaces-lino floors, tables, doors, windows, chairs and other furniture, etc. ● We will make use of both staff and students to do the classroom vacuuming if cleaners have not been able to get to it. By having students and teachers vacuuming their class floors, we will free up time for our commercial cleaners to focus on killing germs! ● Teachers will get students to assist with the wipe down of tables, backs of chairs and door handles after each break. ● Renegotiate our cleaning contracts in light of these changes.
Staffing	<ul style="list-style-type: none"> ● All staff will be at work

Actions at Level One

Situation/Trigger	Response
When a child, young person, or staff member has symptoms, and has had close contact with a confirmed case. And there is no known community transmission.	<ul style="list-style-type: none"> ● Close the school temporarily if there is a delay in test results to enable contact tracing and tracking ● The Director of Education will be notified by the local Medical Officer of Health, and will talk to the Principal ● Child/young person and family self-isolate ● Child/young person tested ● Track and trace, with close contacts going into self-isolation ● Decision to close school is based on test results – close temporarily if there is a delay in getting test results ● Maintain thorough cleaning practice in school ● Provide information and resources to the parent community and enable opportunities to ask questions.
When a staff member has symptoms in school. And when there is no known community transmission.	<ul style="list-style-type: none"> ● Close the school temporarily if there is a delay in test results to enable contact tracing and tracking ● The Director of Education will be notified by the local Medical Officer of Health, and will talk to the Principal ● Staff member self-isolates ● Staff member is tested ● Track and trace, with close contacts going into self-isolation ● Decision to close school is based on test results – close temporarily if there is a delay in getting test results ● Maintain thorough cleaning practice in schools ● Provide information and resources to the parent community and enable opportunities to ask questions.
When a child, young person or staff member tests positive and has been at school	<ul style="list-style-type: none"> ● Close the school/centre for at least 72 hours to enable contact tracing, tracking testing and cleaning ● The Director of Education will be notified by the local Medical Officer of Health, and will talk to the Principal ● Close school immediately for at least 72 hours and up to a week. Based on number of contacts and timing of the weekend ● Child, young person or staff member self-isolates ● Child, young person or staff member is tested ● Contact trace, track and test, with close contacts going into self-isolation

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| | <ul style="list-style-type: none">● Cleaning and disinfecting according to Health specifications● Assess if other programmes can continue to operate (e.g. after school care)● Provide information and resources to the parent community and enable opportunities to ask questions. |
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Further information

- Worksafe information for COVID-19 – [WorkSafe website](#)
- Alert Level 1 information – [COVID-19 website](#)
- QR code posters for NZ COVID Tracer app – [Ministry of Health template](#)
- Our [Education.govt.nz](#) has education-specific information
- The [COVID19.govt.nz](#) website and [Ministry of Health](#) website continue to be the best places to find information about COVID-19 relevant to New Zealand
- You can keep in touch with your local District Health Board website and stay informed by updated Ministry of Health information on their website - [Public Health Units – Ministry of Health](#)
- For anyone with COVID-like symptoms, they should contact Healthline (for free) on [0800 358 5453](#) or phone their doctor immediately
- Please contact your regional ministry office if you have any questions – [Local Ministry offices](#)