

Covid-19 Level 3D – Liston College

Return to school for Yrs 7 -10 - Health and Safety Protocols

Specific Protocols

(Please note that these may be modified through advice from either: the Ministries of Health and / or Education, Site Safe, change in number of students present at school, or internal review)

To operate safely with the return of Years 7-10 students at Alert Level 3D, Liston College will put into practice these Health and Safety Protocols

GENERAL

- **Wearing of facemasks for all staff, students, and visitors whilst on school grounds is mandatory** (Additional face masks available at Administration where students may occasionally forget)
- Staff are to observe students at school during the day, checking for symptoms and ask those presenting as unwell to go and wait outside the school office, letting the office staff know.
- Vaccine Registers established to capture students' data
- Communication of Protocols via posters / emails / hard copies
- Staff at higher risk of severe illness from Covid-19 should stay at home or they can be at school or early learning if you agree it is safe for them to do so.
- Years 7 - 10 students at higher risk of severe illness from Covid-19 are encouraged to stay home where possible.
- Appropriate learning opportunities must be made available to those Years 7 - 10 students who cannot / do not come to school
- Anyone self-isolating, waiting for a test result or who is ill, must remain at home.
- Posters to be displayed in each classroom summarising protocols
- Avoid congregation / congestion (Both staff and students)
 - Reduce as much as possible movement / contact around the school

Learning Bubbles:

a. Specific Protocols for Years 7 and 8

- The Ministry of Education has outlined that schools treat Years 7 and 8 in a different way than they do Years 9 - 10
 - Year 7 – 8: learning bubbles to be established, that are stable and do not intermingle with other groups (hence rostering)
 - bubbles / groups of up to 25 or less students per bubble
 - Minimise staff working across bubbles: Teachers to stay with the same bubble of students – no teaching / supervision across bubbles
 - Sit in same room / desk for each day of attendance
 - Separation of bubbles both inside and outside

b. Specific Protocols for Years 9 and 10

- Because of the additional protection offered through vaccination, there are no specific health requirements for students in Years 9 and 10 when attending onsite.
 - Years 9 – 10 can be treated in the same way as the Senior students were

c. Specific Protocols for Children without an appropriate care

- Children without an appropriate care option at home will need to be able to attend every day
 - must operate as a separate bubble to other students.
 - Contact register maintained for this group (returned to Office daily)

SPECIFIC MEASURES

| Measure | Risk |
|----------------------------|--|
| Physical distancing | <ul style="list-style-type: none">• While there is no specific physical distancing requirements, a minimum of one metre Inside and outside is suggested• two metres will be in place from people you don't know• Be conscience of distancing in Office space / Staff room / tuckshop• 1 metre on school buses (Masks to be worn)• 2 metres for visitors / reception / people you do not know• Enforcement of separation / physical distancing during breaks (Duty Teachers)• Follow arrows when moving around the school |
| Ventilation | <ul style="list-style-type: none">• Windows and doors (classrooms / office spaces) are to keep open (given environmental conditions) as to create as much cross flow ventilation as possible• Keep these open during breaks / after school as long as possible• Lock all doors and windows upon exit at the end of the day |
| Cleaning Practices | <ul style="list-style-type: none">• Hand sanitiser / disinfectant spray / cloths available in all classrooms /common areas• Posters around school• Hands sanitised entry / exit of classrooms• Classroom hard surfaces sanitised regularly: desks used / door handles• Hand sanitiser / disinfectant will be placed in close proximity to the staff photocopier and in the staffroom – please spray / clean the hard surfaces you come in contact with |
| Hygiene measures | <ul style="list-style-type: none">• Promotion / encouragement of:<ul style="list-style-type: none">◦ frequent hand washing and / or sanitising◦ good cough/sneeze etiquette◦ not touching hands to face / eyes• high touch surfaces will be cleaned and disinfected each day (handrails / toilet spaces etc)• Drinking fountains turned off |

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| Contact tracing | <ul style="list-style-type: none"> • Contact register placed Reception / Property / exit from buses • Staff to sign in and out using contact register in Administration • QR code posters for the NZ COVID Tracer App displayed • Ensure that the Attendance Register (Paper Rolls) is completed accurately and timely. Following guidelines for completion from R McKenty. • Contact Tracing Registers returned to Reception each day (Retain for 3 months) |
| Limits on gatherings and congregating | <ul style="list-style-type: none"> • Limit congregating where possible • Groups meeting indoors, including assemblies, performances, and staff meetings to be avoided <ul style="list-style-type: none"> ◦ If staff must meet, be brief and physical distance ◦ Meetings via Teams • Students – outside class time (Duty teachers to monitor) • Only essential visitors will be permitted onsite - 2 Metre distancing. • School events should not go ahead at level 3 (Social gathering rules) • Materials to be printed either emailed / placed in Riana's pigeon hole |
| Staffroom use | <ul style="list-style-type: none"> • Disposable items available (Otherwise bring your own) • Reduction of the number of people in staffroom at any one time (Stagger break times) • spray / clean the hard surfaces you come in contact with |
| Visitors / Contractors on site | <ul style="list-style-type: none"> • Reduce non-essential visitors on-site. • Consultants and contractors to be double vaccinated, sign in at office and wear face coverings • All visitors, including parents and caregivers, should wear face coverings when on school grounds. • Two metres physical distancing • Must adhere to the rules for gatherings (Level 3 – x 25) when others come on-site. Includes visitors, parents and caregivers |
| Pick up / drop off by parents | <ul style="list-style-type: none"> • Need to limit congregation / contact • Bus bay – Parents remain in car • Go straight to classroom each morning / leave ground immediately each afternoon – Physical distancing |
| Art / Phys Ed classes | <ul style="list-style-type: none"> • Shared supplies and equipment can be used if sanitised between use or students and staff are undertaking regular hand washing • Exercising to be outside • Phys Ed equipment sanitised between use |
| Music | <ul style="list-style-type: none"> • Itinerant music teachers will not be able to work across different schools • Wind instruments not to be shared and limited to home use. • Singing must be outside, two metres apart from each other. |
| Library | <ul style="list-style-type: none"> • Books / magazines etc can be put aside overnight and used the next day by other students. • Books with plastic sleeves should be wiped down with a disinfectant wipe before re-issuing the next day. |
| Teacher Aides | <ul style="list-style-type: none"> • Dan Girven / Stephanie Dalton to confirm practice |
| Tuckshop | <ul style="list-style-type: none"> • Open for prewrapped items • Food eaten outside where practicable |

Managing in an Emergency

Lockdowns, Fire alarms and other emergencies may require staff and students to evacuate the school buildings and move outside or move indoor / remain within the buildings. The priority in these situations will be keeping staff, students and visitors safe from the threat arising through the emergency event such as: lockdown, fire, wind event, earthquake etc.

If such an event arises, normal school practices reacting to the particular emergency, will take place **PLUS** the need to still maintain a reasonable physical distance between each other. If this is not possible or practicable, the priority will continue to be minimising harm as a result of the emergency event. Encouraging good cough/sneeze etiquette and no touching of hands to faces or touching others will be reinforced, once safely evacuated or safely positioned inside.

Where accidents or injuries occur onsite, normal practices reacting to this form of emergency will take place. This will include the need for any staff member attending to use PPE. There will be sufficient staff onsite during this time who will have sufficient first aid experience

P.D. Houghton
16 November 2021