

MIRAMAR CHRISTIAN SCHOOL

Operations Plan under Alert Level 2, Active from 23 June 2021



Key Points	Description
<p>Priorities on moving to Alert Level 2</p>	<p>Priority 1 - Safety and Wellbeing</p> <ul style="list-style-type: none"> • Reassuring students and adults that they are safe at school. • Focusing on the hygiene routines we need to take to ensure we stay well <ul style="list-style-type: none"> ○ Regular hand washing/hand sanitizing ○ Coughing and sneezing into elbow ○ No touching other people or their belongings ○ Stay out of other people's moist breath zone ○ Stay home if you are feeling unwell (staff and students)
<p>Alert Level 2 Timetable</p>	<ul style="list-style-type: none"> • Drinking fountains will not be operational. Children are to bring their own labelled drink bottles. • Subway continues at Alert Level 2. • Pick-up and drop-offs. Be prepared for pick-ups and drop-offs to take longer especially if you want to come into the school grounds. • Under Alert Level 2 parents and caregivers who enter the gates (even if you are not going into the buildings) will be required to record their names on a contact tracing document. This may involve queuing to complete this. • Parents, caregivers and visitors are required to be 2 meters apart. Please also respect this distancing with our office and teaching staff. • Park safely when you arrive to drop-off or and pick up your child, i.e. do not double park, park on yellow lines or over driveways. It is better to take a little longer and park up the road and remain safe. • As we are a smaller school we will not be staggering starts and finish times at this stage.
<p>Managing Attendance</p>	<ul style="list-style-type: none"> • Under Alert Level 2 Miramar Christian School is fully open to receive all current students. • We will be working towards supporting families who have immune compromised children and family members with strategies that will assist attendance. • Normal attendance procedures apply. Contact the office via Skool Loop, email or phone if your child will not be attending and give a reason for this absence. • If your child is going to be late to school, ring and let our Office Manager know. Late students will report to the office as usual. • Any children and staff who are sick are to stay at home or they will be sent home immediately if they show any cold/flu-like symptoms.
<p>Contact Tracing of every adult</p>	<ul style="list-style-type: none"> • Under Alert Level 2 rules we are required to keep a contact tracing register of every adult/visitor who comes on to the school site. • In schools, contact tracing is a combination of timetable, attendance register, visitor register and parent contract tracing register. 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>Physical Distancing</p>	<ul style="list-style-type: none"> • There is no bubble concept at Alert Level 2 so students can mix with others. • Physical distancing is a good precaution to prevent the spread of disease. • Students and staff should be far enough away from each other so that they are not breathing on or touching each other (https://www.healthnavigator.org.nz/videos/c/coronavirus-videos/moist-breath-zone/), coupled with good hygiene practices and regular cleaning of commonly touched surfaces.

	<ul style="list-style-type: none"> • There does not need to be a specific measurement between children but where practicable 1 metre should be used as a guide, particularly between adult staff. • There are situations where physical distancing is not possible, such as some sporting activities. In these situations, there will be an extra emphasis on handwashing and drying (or cleansing with hand sanitiser) before and after activities. • Parents, caregivers and visitors are required to be 2 meters apart. Please respect this distancing with our office and teaching staff.
<p>School buildings and environment</p>	<p>CLASSROOMS</p> <ul style="list-style-type: none"> • Our classes are single cells, and each class has a low number of students. This means our students have less exposure to other students than students in schools with open plan environments and larger class groupings. • Our classes each have their own bathrooms and additional sink areas with soap to use before going out to play, before eating and after using the bathroom. Under Alert Level 2, hand sanitiser will also be provided in every classroom. Hand sanitiser stations will be set up at the designated entry points of each classroom. Students and staff will use this hand sanitiser as they enter the buildings each time. • Additional cleaners and cloths will be available in classrooms for teachers to sanitise spaces throughout the school day as required. Please do not throw out spray 'n' wipe or hand soap pump bottles in the classroom, as these can be refilled. We have a large bottle of sanitiser to refill pump bottles. • Students have their own stationery, supplies and devices and will be encouraged not to share these items. • Students will work for most of the time at their own desks. • Teaching groups can still be taken but be mindful of spacing students appropriately and not breathing across a narrow table at one another. If they work on a shared teaching table this will be wiped down after each group (this is an extra precautionary measure which is not required by the Ministry.) • COVID 19 posters promoting good cough and sneeze etiquette will be on display in all classes. • Hand sanitiser will be available in all rooms - if you run out please let the office know as soon as possible. • Paper hand towels will also be available for classroom use (talk to the students about being careful not to use wads of paper towels). Paper towels will be discarded in the general waste bins not in our paper recycling bins. <p>ADMIN AREA/OFFICE</p> <ul style="list-style-type: none"> • Preferred parent contact with the school office will be via phone and email. If parents need to enter the office area (e.g., to collect an injured child) they will be asked to social distance. • Office staff may wish to wear disposable gloves for handling payments, paperwork, lost property over the counter. • Wash your hands or use wet wipes before using the photocopier keypad. <p>STAFFROOM</p> <ul style="list-style-type: none"> • Staff are expected to always maintain a minimum of 1m physical distance including in the staffroom. • You can use crockery in the staffroom. Please do not leave food lying around or dishes/cups in the sink or your classrooms. Cups, spoons, etc. to be personally handled into the dishwasher. • Liquid soap and paper towels (not tea towels) are provided for handwashing. <p>HALL</p> <ul style="list-style-type: none"> • The school hall can be used by one class at a time. <p>PLAYGROUNDS AND COURTS</p> <ul style="list-style-type: none"> • All playgrounds will be open for student use. • PE and break time activities can include access to sports equipment including playgrounds, but hygiene practices should be observed before and after playing with equipment. • Wheels days will continue on Tuesdays and Fridays. However, scooters are not to be shared. <p>BATHROOMS</p> <ul style="list-style-type: none"> • Students can use their classroom bathrooms only.

	<ul style="list-style-type: none"> ● Cleaning of bathroom will be done with hospital grade disinfectant and as per the Ministry of Health guidelines. <p>WATER FOUNTAINS</p> <ul style="list-style-type: none"> ● Will not be available for use. Students are to bring their own named water bottle.
Behaviour Expectations	<ul style="list-style-type: none"> ● Character, Excellence and Community values and usual behaviour expectations apply at MCS. ● Due to higher-than-normal anxiety levels, students who purposely cough, breathe, or pretend to sneeze or constantly break touching rules will have their parents contacted.
Staff Interaction	<ul style="list-style-type: none"> ● Teachers/staff are not restricted to one group. This means teachers/ adults from other classes/relievers/specialists etc. can work in rooms. ● Any external providers e.g., RTLB, RTLit, visiting need to sign the contact tracing register at the office. ● Staff meeting can be held onsite.
Playtimes	<ul style="list-style-type: none"> ● There does not need to be a measurable physical distance between children or children and staff. Teachers should try where possible to keep students apart to some degree, but also realise that despite your best efforts that this may not be possible. However, staff should where practicable use 1m as a guide between themselves and other adults. ● On wet days teachers are encouraged to put out equipment that can be wiped down easily.
Learning from home	<ul style="list-style-type: none"> ● Under Alert Level 2 the primary focus for our classroom teachers and teacher aides will be their in-school programmes. ● There may be a small number of exceptional cases where students must learn from home, however teachers <u>cannot</u> offer both a comprehensive in-school classroom programme and online learning programmes. This means teachers will not be available during the day to respond to students on Google Classroom or able to provide Google Meets. If students do not complete programmes offered, teachers will not provide a new online programme until all work in the current programme is complete. ● In exceptional cases, where children have medical reasons keeping them at home/in isolation, staff will discuss how we can cater for their learning needs. ● If a child is away sick, then they will be marked as sick (not learning from home).
School Cleaning	<p>Cleanliness is going to be a significant focus over the coming weeks/months.</p> <p>Crest and their cleaning team continue to follow the Ministry of Health guidelines.</p> <ul style="list-style-type: none"> ● Our cleaning team will receive extra instruction about cleaning under Alert Level 2. ● Our cleaners will focus on toilets and hard surfaces such as tables/desks, door handles, light switches, tapware, benches etc. ● Cleaners will only vacuum if it looks necessary. However, there is a vacuum cleaner in the storeroom so staff can vacuum if urgent. <p>Do not put classroom chairs up at the end of the day to allow for the cleaning of tabletops.</p>
Assemblies	As this is a 3-day Alert Level 2 event we will not have an assembly on Monday. Should Alert Level 2 continue beyond the three days announced we will introduce google meet assemblies.
Buddy Reading	There will be no buddy reading during Alert Level 2.
Tech Centre	Technology does not fit in the 3-day Alert Level 2 period.
Sports providers	Kelly Sports will continue on Tuesdays at Alert Level 2.
After School Care Providers	If your child uses an after-school care provider, you will need to contact them about their arrangements under Alert Level 2.