

## Health & Safety Guidelines for Randwick School Whānau - Level 2

**Our priority while we are in level 2 is the health and safety of our students, staff and whānau. This means we will have to do some things differently while we are in level 2 so please make sure that you read and understand these guidelines.**

### Physical Distancing

- Physical distancing is very important to stop the spread of Covid-19. At Alert Level 2 children, young people, and staff need to keep a physical distance so that they are not breathing on or touching each other. This YouTube clip explains the Moist Breath Zone for kids  
<https://www.youtube.com/watch?v=yZvtoVrykb8&feature=youtu.be>
- There are situations where physical distancing is not possible, such as some play and sporting activities. Students will be asked to wash and dry their hands at the beginning and end of morning tea and lunch time and sports equipment will be regularly cleaned by staff.
- Staff will maintain 1 metre distancing between each other.
- Parents, whānau and visitors are permitted to enter the school grounds but must maintain a 2 metre distance between themselves - see Visitors to School for further detail.
- Assemblies can go ahead but students will be spaced a metre apart and if whānau attend they will be spaced 2 metres apart. If whānau want to watch assemblies online via Zoom or Google Meet this will be arranged.

### Visitors to School

**It is important to limit the number of people in the school grounds for safety and for contact tracing. These procedures are very important and need to be followed.**

- Parents and whānau can enter the school grounds in the morning to drop students off. Miss Goodall will meet you at the gate and enter your information on the Contact Tracing Register and you will be asked to sanitise your hands. Your time in and time out will also be registered. All students are to enter via the pedestrian gate. The driveway is not to be used during level 2 as we do not want extra people coming through the office area.
- Please avoid entering the classrooms. If this is necessary please wait until the teacher is in the classroom and follow their advice.
- We are asking whānau not to enter the grounds when picking up students at 3.00pm. Junior teachers will bring their students to the larger access gates at the front of the school to deliver to parents. Older siblings who usually walk students home will pick them up from inside the school grounds and take them home. Students in Kowhai, Te Rangi Tako and Te Awa will exit via the main pedestrian gate.
- Please use the markings on the footpath to help you keep 2 metres apart.
- Please avoid entering the school buildings. Where possible please phone, text or email any questions or concerns that you may have rather than entering the office. Contact Wendy on 04 5685621 or 027 5685621, email [office@randwick.school.nz](mailto:office@randwick.school.nz) Contact Simonne on the same phone numbers or email [principal@randwicvk.school.nz](mailto:principal@randwicvk.school.nz)
- If you do need to enter the office area it is a one in, one out situation. If someone is already in the office, please wait outside until they leave.

### Health & Hygiene

- Our main priority is the well-being of our students and we will be spending the first few weeks back at school concentrating on managing their emotions and building this into our teaching and learning programmes.
- Students and staff must stay at home if they are unwell. If a student comes to school unwell, whānau will be

phoned and asked to collect them.

- Students will hand sanitise when entering all school buildings and regularly during the school day in their classroom settings. Before and after morning tea and lunch they will all be required to wash and dry their hands for 20 seconds with warm water.
- Each classroom has been allocated toilet blocks to use and will also use sinks in the classrooms for hand washing and drying.
- All classes will be regularly reminded about hygiene - avoiding touching their faces, sneezing and coughing into their elbows or using tissues and then washing their hands.
- Water fountains will be closed so we ask students to bring their own labelled drink bottles. We will have individual, named cups for those that don't have drink bottles.
- Staff will be cleaning surfaces and equipment regularly and will be labelling student's personal stationery so that it is not shared. We encourage you to label any items that you send along to school.
- The playgrounds will be open but we will be separating the juniors and seniors to limit the number of people in the same space and help with contact tracing. School bikes will not be available but students can bring their own bikes and scooters as long as they don't share them. The school grounds will be closed after school and during the weekends during level 2.
- PPE is not required or recommended as necessary in any educational facility by the Public Health Service. However if staff and students want to wear these for their own peace of mind, they can and school will have some masks and gloves available for those who would like them.

## General

- If students are late to school they are to go straight to their classroom, NOT TO THE OFFICE. Teachers will mark them as late on the roll and communicate this to Wendy in the office.
- School lunches will be available for students that require lunch and we will follow all health and safety food preparation guidelines.
- Students will eat their morning tea and lunch in their classrooms or on the decks outside their classrooms.
- Classroom fridges will be stocked with milk and students will have their own named cup. They will not be allowed to share cups and they will all be washed with detergent and hot water after each use.
- Breakfast Club will operate under Level 2 starting on Tuesday 19th May. We will be following strict food preparation and hygiene guidelines and students will be required to wash their hands before eating.
- JittaBugz will re-open and will follow strict Health and Safety guidelines.