

Thursday 14th May 2020

Dear Parents/Caregivers and whānau

We are all excited about having the children back at school next Monday morning. There are some changes to 'normal', just so we can be sure that we are prudently managing having the whole school back on site.

Please carefully read the document below for details, but in summary:

- The only entry onto school grounds before the 8.30 bell is for those registered with before or after school care. Everyone else must wait (socially distanced) at the footpath area.
- We are trying to avoid having additional adults on site (of course New Entrant children may have ONE adult to support them for their first days). Any adults entering buildings will be required to sign in at the office.
- We have developed different drop off/pick up zones for each kete - this helps with practising social distancing, particularly among groups of adults.
- In releasing TKW and TKP students at 2.45pm we are trying to avoid some of the congestion at the gate at the end of the day.
- There will be firm expectations around hygiene/hand washing and no tolerance around sick people being able to be at school.

There are bound to be changes/adaptations to these plans - like all of you, we are responding to a situation that we have never experienced before and we are just doing our best! It is our plan to celebrate 're-engaging' with our tamariki and re-establishing routines and as much 'normality' as possible.

If you have a school device it is ESSENTIAL that this is returned to school next Monday morning - we will be needing these here at school every day.

It is VITAL that we have all your accurate and up to date contact details. On Monday the children will come home with the details recorded in our system.

Please check, update as necessary and return to school the next day. Even if you have no changes, say all ok and return.

In closing I cannot say enough 'thank you's' for the tireless efforts put in by our staff over the weeks that there has been no regular schooling.

Between setting up and responding to distance learning, taking a turn at providing face to face learning for those that couldn't stay at home, supporting their own children's learning and also responding to system changes from the senior leadershipthey have been amazing! Ka pai team!

I know that, in turn, the staff have been really delighted with the amount of engagement many of you have had in your children's learning over recent weeks. Thank you!

Have a lovely weekend

Nga mihi
Lin Dixon



Covid Action Plan - AL2 Hokowhitu School Whanau

Sick Children

- Keep kids at home if they are showing symptoms of the flu or a cold (let the school office know your child is going to be absent if they are unwell).
- We are required to send any children home who show signs of a runny nose, cough or high temp, so please don't send them if you know they are unwell.
- If your child is showing symptoms of C19 phone the Healthline and follow their advice. Please inform the principal asap of a) test having been completed and b) subsequent results.

Hygiene

- Wash hands before leaving for school and immediately after returning from school.
- Wash school uniforms and other clothes regularly.
- Encourage regular hand washing - this is also helpful to stop colds and the flu.
- Talk with your children about safe distancing and not touching other people. Keep reminding them to cough into their elbows, wash their hands after blowing their nose etc.
- We will be insisting on regular hand washing/drying and sanitising throughout the day - on entering the kete, before eating, straight after break times, after using the toilet, before using equipment, resources etc

Food and Drink

- Students need to pack their own drink bottle as drinking fountains will not be available.
- Students will not be allowed to share food or drinks.

Phones

- If your child needs to bring a phone to school these must now be handed into their whanau teacher

Parents/ Caregivers at school

Drop Off

- From 8:30-8.50am (not before) - Parents and children are not to be on the school grounds prior to 8:30am unless booked into before-school care (aPlus)
- If possible say goodbye to your child at the gate - we are trying to have as few adults on site as possible
- **Parents are NOT to enter the buildings** with their children (unless they have formally signed in at the office)
- Pick up and drop off points will be in different locations around school (see attached map)
- Each kete will have a staff member in their area to greet and direct children in the morning.
- At all times please manage your social distancing

Pick up

- **TKW & TKP children will be dismissed from their pick up point at 2:45pm** - a kete staff member will take the children to this area to be dismissed. Older siblings of these students will also be dismissed at this time.
- On collecting your child/children you must leave the grounds straight away. **There is to be no gathering of parents within the school grounds.**
- Students going to after school care will remain with their teacher until they take them to the pick up point.
- If you need to come to school during the day: Please come directly to the Admin block so we can record your visit and issue you with a visitors pass.
- At all times please manage your social distancing

Drop off and Pick up map

