



# KINGSFORD SCHOOL

## COVID-19 CPF RED: SAFETY PLAN

Updated 28th January 2022



The core principle behind this document is to protect the health and safety of all teachers, staff, children and their whanau at Kingsford School.

Schools are safe environments for children and staff. Additional public health control measures are in place to prevent the spread of disease, and to support contact tracing. [Covid-19 Protection Framework: Red](#) means that we At Red, we need to take action to protect our vulnerable communities and our health system from COVID-19. **Schools and kura are open for on site learning for all students.**

Students do not need to be vaccinated in order to attend school. Nor do parents, whanau or caregivers when supporting their children and their learning.

### COVID-19 CPF RED: KEY PRINCIPLES

The overriding principles for [CPF Red](#) as noted by the Prime Minister are:

- All schools and kura will open for all tamariki (children) on the 1st February 2022
- Students do not need to be vaccinated in order to attend school. Parents, whanau or caregivers are not required to be vaccinated when supporting their children and their learning.
- Even with the Delta and Omicron variants, the risk of COVID-19 transmission in schools is reduced because of all the public health measures we will have in place. This includes:
  - ensuring classrooms are well ventilated
  - observing physical distancing (1m) when near other groups
  - asking staff and tamariki in Year 4 and above to wear a face covering while indoors (Y3 students will also be encouraged to wear a face covering.)
  - Only staff and other essential services who are fully vaccinated will be allowed on site.
  - Observing basic hygiene practices, including good hand hygiene, coughing and sneezing etiquette, avoid touching your face, regularly cleaning and disinfecting surfaces
  - Anyone presenting with symptoms which may be associated with COVID-19 will not be permitted to be on site.
  - Students will undergo a daily health screen by our school nurse or other identified member of staff on arrival at school
  - Contact tracing - QR codes, student attendance and visitor registers will be in use
- If you or anyone you live with is sick, stay home and call your doctor or Healthline to see if you need to be tested.
  - If a staff member or student begins to show symptoms of COVID-19, that person will be isolated in the sick bay.
    - Students: their emergency contact will be called to collect the child and asked to call Healthline for advice, which may include being tested for COVID-19
    - Staff: will be asked to call Healthline for advice, which may include being tested for COVID-19.
- At-risk/vulnerable students and staff are encouraged to take additional precautions, and may return to work/school provided they can do so safely.
- Case Management across all CPF Settings:
  - Cases of COVID-19 in a school will continue to be managed across the framework
  - Schools will work with the MoE, following public health guidance, to identify who else may need to self-isolate and get tested

- Contact tracing systems will support this process
- MoE will assist the school in communicating with the community
- Closing schools on site is an unlikely option at any colour of the framework, however this may be considered where there is a high volume of cases in a school
- [Managing COVID-19: A public health toolkit for schools and kura](#)

[The most common symptoms of Omicron](#) closely mirror the common cold – a runny nose, headache, fatigue, sneezing and a sore throat.

Omicron seems to have a very fast incubation period, or latent period - the time between a person getting infected and the point they showed symptoms and became infectious themselves.

NZ is currently in Phase One of it's Omicron approach, however could move to Phase Two when numbers are less than 1000 a day, and to Phase Three prior to getting to tens of thousands a day.

**NO PERSON WITH ANY RESPIRATORY SYMPTOMS WILL BE PERMITTED TO ENTER KINGSFORD SCHOOL GROUNDS.**

## COVID-19 CPF RED PROCESSES

Key Process	What this looks like @ Kingsford	Responsibility
 <b>RED</b> Schools and kura are <b>OPEN</b> for on site learning for all students.  <b>Support for off site learning</b> will be provided for those who are advised to remain at home.	<ul style="list-style-type: none"> <li>● All students &amp; staff are expected to be at school, except those with complex medical needs, on the advise of a health professional</li> <li>● Home learning is not available to students unless they have been instructed to remain at home (e.g., isolating), or have an individualised return to school plan in place</li> </ul>	Principal  SENCO
 <b>Basic hygiene</b> Basic hygiene measures include good hand hygiene, cough, and sneeze etiquette, avoid touching your face, and regularly clean and disinfect surfaces.	<ul style="list-style-type: none"> <li>● Hand sanitiser in every class and office space - after applying sanitiser, rub your hands together for at least 20 seconds</li> <li>● Students explicitly taught basic hygiene</li> <li>● Hands washed:               <ul style="list-style-type: none"> <li>○ After visiting the bathroom</li> <li>○ Before and after eating</li> <li>○ After using shared equipment</li> <li>○ On return to class after breaks</li> <li>○ After coughing/sneezing or blowing your nose</li> <li>○ Before and after putting your mask on, or if you touch your mask</li> <li>○ If/when your hands are visibly, or feel dirty</li> </ul> </li> <li>● All classrooms equipped with surface spray and cloths/paper towels, tissues and hand sanitiser</li> <li>● Each classroom will have a supply of plasters and antiseptic wipes</li> <li>● All sick bay requests during class to be phoned</li> </ul>	Class teachers

	<p>in first</p> <ul style="list-style-type: none"> <li>There will be a basic first aid kit for each pair of classes</li> <li>More serious injuries/illness - call ahead to the office before bringing children over</li> </ul>	<p>Teachers Michelle/Liz</p>
	<ul style="list-style-type: none"> <li>All high-touch surfaces disinfected every day</li> </ul>	Cleaners
 <p><b>Ventilation</b></p> <p>Indoor spaces should be well ventilated, for example by opening windows, doors, and any vents. If mechanical ventilation is used, make sure the ventilation system is regularly maintained.</p>	<ul style="list-style-type: none"> <li>All available doors and windows opened at the beginning of the day</li> <li>Air conditioning units not to be used</li> <li>When practicable, learning experiences to take place outside</li> <li>All students will eat on the deck/seating outside their classroom.</li> <li>School lunches will be provided, however no food/drink is to be shared. Students will need their own drink bottles; water fountains will not be available</li> </ul>	Class Teachers
 <p><b>Physical Distancing</b></p> <p>Beyond classroom groupings, physical distancing of 1 metre when indoors should be observed wherever practical</p>	<ul style="list-style-type: none"> <li>Large groups of students meeting indoors is to be avoided when practicable</li> <li>Students to play in designated areas, supervised by one teacher and a learning assistant at all times</li> <li>Exercise and singing (including kapa haka) is to be held outdoors</li> </ul>	
 <p><b>If you are sick - stay home and get tested</b></p> <p>If you have cold, flu or COVID-19 symptoms, stay home. Call your doctor or Healthline on <b>0800 358 5453</b> for advice about getting tested. Staff are to observe children on arrival, checking for symptoms. Those presenting as unwell will be asked to go home or arrange for parents or caregivers to come and pick up.</p>	<ul style="list-style-type: none"> <li>Persons presenting with any flu-like symptoms will not be permitted onsite - this includes any member of the child's household/s</li> <li>Students will be observed on arrival at the gate, and again by their teachers when arriving at school</li> <li>Any person presenting with such symptoms will be isolated in the sickbay with arrangements being made for them to return home, with a recommendation to get tested</li> <li>Whanau required to isolate to inform school so that home learning support can be provided</li> </ul>	<p>Staff Whanau</p> <p>Whanau, teachers, Office Staff</p>
 <p><b>Face coverings are required:</b></p> <ul style="list-style-type: none"> <li>for all ākonga Years 4 and up when indoors or in close contact with others</li> <li>for staff working to provide or support the provisions of education for Years 4 and up</li> </ul>	<ul style="list-style-type: none"> <li>Child-sized face coverings will be available to students</li> <li>All Y4-6 students and their teachers will be required to wear face coverings in class</li> <li>Year 3 students will also be encouraged to wear face coverings in class (as they are part of composite classes with Y4 students)</li> <li>All staff must wear a medical grade face mask when in the staffroom or around other adults.</li> <li>Teachers of Y0-2 students are not required to wear masks, but will be supported if they choose to do so</li> </ul>	Staff

	<ul style="list-style-type: none"> <li>Year 0-2 students are not required to wear masks, but will be supported to do so if they or their whanau want them to</li> </ul>	
<p> <b>Curriculum related activities</b> - Large activities with students should not go ahead unless held outdoors.</p> <p> <b>Non-curriculum related events</b> should be limited and may only go ahead if a vaccination certificate is required.</p>	<ul style="list-style-type: none"> <li>School assemblies will take place virtually as per MOE guidance</li> <li>All other curriculum related events and activities will be held outside, in line with ministry guidelines</li> <li>Non-curriculum related events will only go ahead if ministry guidelines can be adhered to</li> </ul>	<p>Senior Leaders</p> <p>Teachers in Charge</p>
<p> Essential support services and agencies such as <b>learning support service may be on site</b>. Minimise attendance on site for non-essential services as much as possible.</p> <p> <b>No non-essential visitors on site.</b></p>	<ul style="list-style-type: none"> <li>All learning support services and those personnel involved in school building projects will be permitted onsite, provided they meet ministry requirements. They must sign in via the QR code and also in the school visitors log (or their own one, in the case of building projects), and wear a medical grade face mask if working with or near children or other adults</li> <li>Whanau are requested to drop off and pick up their children from the school gate</li> <li>All visitors, including whanau, should wear a face covering when on school grounds</li> <li>Any person who is under instruction to isolate will not be permitted onsite</li> </ul>	<p>Principal, SENCO</p>