



**Bayview**  
**School**

**COVID  
SAFETY  
PLAN**

# Contents

<b>Introduction</b>	<b>2</b>
<b>Current Status</b>	<b>3</b>
<b>Vaccination</b>	<b>3</b>
<b>Health and Safety</b>	<b>3</b>
<b>Protecting Our Vulnerable</b>	<b>3</b>
<b>Masks</b>	<b>3</b>
<b>Stay at Home if You are Sick</b>	<b>4</b>
<b>Hygiene</b>	<b>5</b>
<b>Drinking Fountains</b>	<b>5</b>
<b>Cleaning and Disinfecting</b>	<b>5</b>
<b>Ventilation</b>	<b>6</b>
<b>Physical Distancing</b>	<b>6</b>
<b>Break Times</b>	<b>6</b>
<b>Hometime Pick up</b>	<b>6</b>
<b>Parents on-site</b>	<b>7</b>
<b>Learning From Home</b>	<b>7</b>
<b>Class Trips and Visitors On-site</b>	<b>8</b>
<b>Contact Tracing Plan</b>	<b>8</b>
<b>If There is a Confirmed Case at Bayview School</b>	<b>8</b>
<b>Resources</b>	<b>9</b>

# Introduction

To our Bayview School Whānau,

The last two years has been very disrupted. Term one 2022 has allowed us to get all our learners back onsite and fully engaged in their learning. We continue to have a focus on wellbeing and the safety of your child while they are at school along with a push in our core learning areas of literacy and numeracy.

Parents and caregivers, you have played such an important role in supporting your children and our school. Thank you so much for your efforts and support. Please know that we understand how truly challenging it has been and continues to be.

Last year we all played our part to help reduce the spread of Covid-19. A colossal collective effort went in on many different levels as we dealt with Covid-19. Even though it has been tough, we should also remember to celebrate the fact that children never stop learning and that in partnership, we have achieved a lot. There have been many joyous moments we have been able to celebrate together.

During 2022 we are being asked again to pivot and to put things in place to deal with the current Omicron variant and to prepare for further variants as they arise. We are being guided by the Ministry of Health and the Ministry of Education to provide onsite learning under the Covid Protection Framework.

We are continually reviewing and revising our health and safety plan to comply with the MOH and MOE guidelines and any changes the Government makes in their approach. As you are aware we are in a continually evolving environment. Bayview School's approach has always and will continue to have the safety of our children and staff at the centre of all decision making. By following the public health advice we will do our best to protect each other.

Now, we are equipped with a greater knowledge of how best to provide onsite learning and we are committed to doing our part to protect our most vulnerable. With this in mind we would like to share our safety plan with you.

As the situation evolves, we will be adaptive and update this document. In keeping our children, families and selves safe it will require conscientious effort and this safety plan sets the expectations for how we will move forward together.

## Current Status

Bayview School is currently functioning under the **RED** light guidelines of the Covid Protection Framework.

## Vaccination

At this point being fully vaccinated, including a booster shot, provides the best defence against severe illness if infected with Covid-19. Vaccinated adults help us protect younger children and especially our under 5's who are unable to be vaccinated.

The mandate for all school staff to be fully vaccinated was lifted from 5th April but I can assure you that all school staff (and the majority of our relievers) are fully vaccinated. With the lifting of the mandate we are no longer able to enforce this with visitors including guest teachers but we can ensure they wear a medical grade mask and practice our hygiene procedures.

Children aged 5+ are now able to be vaccinated. It is totally your decision as to whether your child is vaccinated or not. Bayview School will not ask for any child's vaccination status nor ask for any proof of this. If you would like to provide a copy of this for your child's records please email this to the office [shannons@bayview.school.nz](mailto:shannons@bayview.school.nz) but this is not a requirement.

When we have an exposure of covid in the school, student and staff vaccination will help us act quickly in determining the next steps in protecting and managing others' health and safety.

## Health and Safety

Over the past two years, scientists, public health officials and school leaders have learned a lot about what risk mitigation strategies have been the most effective in reducing the spread of Covid-19. We are guided by the MOH and MOE and acknowledge that as conditions change, so can the guidelines. The Bayview School Leadership Team will continue to update the community as we act in response to any changes.

Current advice is that schools are safe for all children to return to and the expectation is that all children will return to on-site learning.

## Protecting Our Vulnerable

### Children with complex medical needs

Parents of children with complex medical needs, children and our school leadership team will work together to develop plans to support on-site learning when it is appropriate within the settings of the CPF. Key liaison staff: SENCO Shelley Matuku [shelleym@bayview.school.nz](mailto:shelleym@bayview.school.nz)

## Masks

In general, face coverings should be worn wherever and whenever you can. The latest variants are far more transmissible so masks are a way we can protect ourselves and each other.

*Revised 5th April 2022*

All school staff must wear a medical grade mask whilst at school.

We are asking all parents coming onto our school grounds to wear a mask as soon as they enter the grounds please. This can be a material mask, medical mask or N95, KN95, P2. You are not able to wear a bandana or scarf around your face nor just pull your clothing over your mouth as this does not protect our children.

All students from Y4-6 must wear a mask when they are indoors at school and Year 3 students in a Year 3/4 composite class are being asked to wear one as well for their safety and the safety of their peers. They no longer need to wear a mask outside. If you do not wish your child to wear a mask you must obtain a proper exemption, please note having had covid does not exempt you from wearing a mask. Staff and students will be encouraged to take breaks from wearing a mask throughout the day by going outside. These breaks can be scheduled throughout the day.

Our children will eat outside while maintaining an appropriate physical distance from others. As the wet weather hits the children will sit on the decks or the covered areas outside their classrooms as much as possible.

If a child forgets their mask, one will be provided for them.

## **Stay at home if you are sick**

Play it safe! Stay at home if you are feeling unwell. Please do not send sick children to school.

If you or your child have symptoms of Covid-19, call healthline on 0800 3585453 and they will provide you with advice and guidelines on what you should do.

Staff will observe children on arrival at school and if they display any symptoms of covid or any other illness we will make contact with a parent or caregivers to arrange for the child to be picked up as soon as possible. Contact will be made through the office.

If a student becomes unwell at school, they will be taken by their teacher up to the office. The office will make contact and arrange for the child to be picked up.

If a teacher becomes unwell at school they will be sent home to self isolate and to take a RA test. If they test positive they are required to self isolate for 7 days.

If a child or staff member is unwell they will be required to stay home and not return until they are well enough to do so.

## Hygiene

Washing hands has been a great strategy in maintaining a healthy environment.

To promote good practice we will:

- Teach good hand washing technique.
- Encourage hand washing before and after eating and after going to the bathroom.
- Encourage hand washing before and after outdoor play.
- Every habitat will have hand washing supplies and hand sanitising stations.
- You may wish to send a hand towel to school in your child's bag to encourage them to dry their hands thoroughly.
- Teach the children how to cough or sneeze into their elbow and how to blow their nose properly and dispose of tissues correctly in the bin.
- Go over how to avoid touching your face including your eyes, nose and mouth if your hands are not clean.

## Drinking Fountains

We have opened up our drinking fountains for our students to use. We did this as we had a growing number of students forgetting to bring their drink bottles in.

We continue to recommend that all students bring their own drink bottles in to use during the day. These can be refilled at the drinking fountains or at the sinks in habitats.

## Cleaning and Disinfecting

SARS-CoV-2, the virus that causes Covid-19, has a fragile outer membrane so it only survives on surfaces for a limited amount of time and is easy to kill through effective cleaning and disinfection using regular cleaning and disinfecting products. Bayview School has a comprehensive supply of cleaning products suited to this purpose.

At the end of each day surfaces will be cleaned and disinfected by staff.

Surfaces will be kept clean and children will be taught to understand and follow good basic hygiene practices. Posters will be displayed throughout the school.

Should there be a high risk situation (suspected or confirmed case of Covid-19) we will follow MOH guidelines and wait as long as possible before engaging our professional cleaners to conduct a thorough clean and disinfection process of all surfaces where appropriate.

## Ventilation

Each morning our caretaker and school staff will open up all buildings, opening windows and doors. Staff will put a fan on in each habitat to maintain good airflow. These will remain open throughout the day.

Teachers will conduct lessons outside as much as is practicable. The use of shaded areas outside will be a priority during the summer months.

We have received a CO<sub>2</sub> monitor that will be used to check ventilation in each learning space. If the air quality is not good enough the class will move outside or to a more suitable space until the air quality can be resolved.

During the colder months we have been advised that opening windows up to 5 cm will provide the ventilation required in classrooms. This will ensure that we can still heat classrooms to the required temperature during winter and still have adequate ventilation.

## Physical Distancing

Covid-19 is mostly spread through particles that escape from an infected person's mouth or nose when they breathe, speak, cough, sneeze, or sing.

The risk of becoming infected increases the closer you are to a person and the longer you are close to that person.

The highest risk is in crowded and poorly ventilated indoor spaces.

To avoid any risks, follow physical distancing guidelines by keeping your distance when outside your home.

Under **red** this means:

- 1m distance when inside and wearing a mask.
- 2m distance when outside and not wearing a mask.

## Break Times

We are slowly moving back to combined break times. Over the last 2 weeks of term 1 we will transition the children to this by moving second break to a combined break and then both breaks. We will have 4 active supervision teachers in the playgrounds during these break times.

## Hometime pick up

Year 1 learners will be brought to the side gate (by the lower carpark) at 2.50pm. Parents will be able to pick their child up any time from 2.50pm.

All other learners will be brought to the grass area to the side of the school and the front of the school at 2.50pm so parents will also be able to collect their children any time from 2.50pm - 3pm.

Any children yet to be collected at 3pm will be sent off to either walk home as directed by their parents, or to wait in one of the fale until collected.

If you need to collect your child earlier than this please phone the school office (09)4442222 to arrange this.

## Parents on-site

Under current **red** light settings we are asking parents to drop off and pick up at the gate.

Parents should only come onsite if:

- They have a pre-booked appointment with a staff member.
- They must come to the office.
- There is an emergency involving their child and they have been asked to come to school.

We request that parents and caregivers wear a mask as soon as they enter the school grounds and for the entire time they are on-site. This is because by nature, children can be unpredictable and may move past you in close proximity. It is one measure where we can help keep all of our children safe.

Please wear your mask properly ensuring it is covering both your nose and mouth.

Please do not wear a bandana or scarf over your face or hold your clothing over your face.

Please do not be offended if we offer you a proper mask to wear.

## Learning From Home

At **red** light setting it is expected that all learners will return to on-site learning unless:

- They have complex medical issues. This would need to be discussed with our SENCO [shelleym@bayview.school.nz](mailto:shelleym@bayview.school.nz)
- They have tested positive to Covid-19 and must self isolate.
- Someone in their household has tested positive or is awaiting test results and is self isolating.

Learning from home will be provided for	Learning from home will not be provided for
<ul style="list-style-type: none"> <li>• Learners with complex medical needs.</li> <li>• Learners who are self isolating because</li> </ul>	<ul style="list-style-type: none"> <li>• Learners who are kept at home as their parents deem it unsafe to return to</li> </ul>



they or someone in their household are awaiting test results.	<p>school.</p> <ul style="list-style-type: none"> <li>• Learners who contract covid-19 (these children are deemed unwell and as such should give priority to rest and recuperation)</li> </ul>
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## Class Trips and visitors on-site

Whilst under the **red** light setting Bayview School will not go on any school trips unless it is to a place that can ensure no other schools or members of the public will be there at the same time.

It has been advised that we do not have any non-essential visitors on-site during **red** setting. This includes any performers in schools, PE/sports groups, or other schools for inter-school competitions. This is to reduce the mixing of groups as much as possible.

## Contact Tracing Plan

We no longer are required to use our covid QR codes but as a school we have decided to keep these displayed around the school for those who would like to continue scanning in.

Visitors to the school must still sign in using the tablet in the office.

If a case of Covid-19 is confirmed we need to stop the spread and will be required to provide a range of documentation to the MOH under their guidance. This may include:

- The attendance register for the affected habitat.
- Our visitor register.
- Our staff movements within the given timeframe.

If your contact details change at any time e.g. you change your email or mobile number, please let the office know asap. You can email [shannons@bayview.school.nz](mailto:shannons@bayview.school.nz) or phone the school office (09)4442222.

## If there is a confirmed case at Bayview School

We will follow the advice and direction given by the MOH and MOE.

Step 1	A covid case is identified in school either from our MOE advisor, or from an affected family, or from a GP or other health professional.
Step 2	The school will liaise with the MOE/MOH

Step 3	All learners will be able to continue attending school.
Step 4	The details of the covid positive person will be shared with the Ministry of Education covid response team.
Note	Only positive covid affected children and children living in a household with a covid positive person must self isolate for 7 days.

If a staff member tests positive the steps as outlined above will be followed.

Any staff member who needs to self isolate will be required to do so for the approved length of time:

Phase 3 - 7 days

In this case the school will endeavour to provide a reliever in that class for the duration of the self isolation period.

If the school is unable to provide a reliever we will do our best to provide some kind of cover.

If we are unable to provide cover (potentially due to a high number of staff having to self isolate) we may need to ask parents to keep their children at home for a specified period.

In extreme circumstances i.e. a high proportion of staff being infected and we are unable to provide enough relief teachers; high numbers of child infections, the Board of Trustees may be asked by the MOH/MOE to close the school for a specified period. This would be an extreme last measure.

Please note that a full and deep clean would occur in any affected spaces in the school.

## Resources

[Life at Red | Unite against COVID-19](#)

[Translations | Unite against COVID-19](#)

<https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus>

[5. Coronavirus disease \(COVID-19\) | Ministry of Health NZ](#)

<https://www.legislation.govt.nz/regulation/public/2022/0006/latest/whole.html>

[supports available for individuals and families affected by COVID-19](#)

[Family Services Directory website](#)

[Close Contact](#)

[Staying at home](#)

[Advice for people with COVID-19 – Ministry of Health](#)

