



Fairfield College

27 April 2020

Kia ora e te whaanau o mirumiru kotahi (Hello to the whaanau of bubble one),

On Thursday April 30, Fairfield College will enter another phase of our Covid-19 school experience. The school is pleased to be able to provide your child with the opportunity to continue the Distance Learning Programme, while physically attending school under Alert Level 3. At this stage there are twenty students that will be attending school and they have been grouped in to either Bubble One or Bubble Two.

To enable the school to manage the threat of Covid -19 it is essential that we adhere to public health requirements when school commences. The safety and wellbeing of students, staff, and their households is our top priority and informed by the Ministry of Health, Ministry of Education, and Worksafe we have formed the following guidelines that all students, staff, and whaanau must adhere to.

Bubble location, entry and exit to school

Your child/ren has been allocated to be part of Bubble One which will be located in F1. They are required to come to school no earlier than 9:15am and **must enter** the school through the main school gate. On entry to the school they must go directly to F1. From 9:15am teachers will be on duty to manage the safe entry of students into the school. The locations have been selected so that Bubble 1 will be able to remain separate from Bubble 2 throughout the school day. It is crucial that everyone in school operates in a way that preserves the separateness of each Bubble.

Size of Bubble

Initially the number of students will be limited to 10 in a Bubble. Once our processes are running smoothly we are planning to increase this to a maximum size of 20 students. We are planning to do this from Monday May 4.

All whaanau must talk to their child/ren about the importance of social distancing and maintaining the separateness of their Bubble

Please take time to emphasise to your child/ren the importance of maintaining social distance both inside and outside of F1. It is crucial that students follow the guidelines that have been put in place to enable social distancing to take place in our school environment. Below are the key points that students need to follow:

- Whaanau must tell their child/ren not to break the bubble they are put in. Any breaches in social distancing behaviour will result in Whaanau being contacted to collect their children.
- All students, whaanau and staff must remain **2 metres apart** from each other at all times when outside, this includes drop off, pick up, and break times. NO exceptions are given here.
- Students must only use the toilet that has been allocated to their bubble
- Students must stay in their bubble allocated areas outside for fresh air throughout the day.



Be respectful
Be responsible
Be the best you can be

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- In the classroom teachers and students will always be at least **1 metre** away from each other. Students must abide with teachers instructions and not break the distances that have been purposely set up in the classroom.
- The classroom has been organised to enable this and students must sit in their designated seat for the duration of schooling at FFC under Alert Level 3. This is not only to enable social distancing but also to effectively implement if required any form of contact tracing.
- ***There will be NO tolerance for disruptive, or non-compliant behaviour. This will result in the child not returning to school during Alert Level 3 as this puts other students and teachers at risk.***

Resources that student should bring and not bring to school

- Lunch box and drink bottle (There are no canteen or shop facilities and drinking fountains will be out of use)
- Where possible each student should bring a set of Earphones to work on the chrome books, please do not share these with other people.
- No personal sports gear is to be brought to school and no sports gear will be available for use at school.
- There are limited stationary requirements as student will be allocated a chrome book to work with as all students will be engaging in the distance learning activities that teachers have put in place
- Medication, if your child/ren needs to bring medication this needs to be in a named snap lock bag and kept in their school bag. The teacher needs to check this each morning when they meet the student at the start of the school day.
- Any resources that students bring to school must not be shared with other students.

Staying home if unwell

It is important that students do not attend school if they are unwell. In particular please keep students home if they are exhibiting any respiratory symptoms such as a cold, a head cold, blocked ears, cough, sneezing, chills and a fever. Anyone with those symptoms should stay home and contact Healthline for advice, which may include getting tested for COVID-19.

School staff will observe students on arrival into the classroom checking for symptoms and ask those presenting as unwell to go home (or arrange for parents and caregivers to come and pick up). Please note, this does not mean that temperatures are to be taken. A reminder that Principals at state and state-integrated schools have authority to preclude a student from attending if they believe on reasonable grounds may have a communicable disease under section 19 of the Education Act – see [Guide to Legal Powers](#).

Please notify us immediately if anyone in your bubble has been in contact or comes down with Covid-19 so we can start the contact tracing process.

Good hygiene practices

Good hygiene practices will continue to be a priority at Alert Level 3 as the best way to minimise potential spread of COVID-19. The school will have hand sanitation available in F1 and students and staff will be required to use this regularly throughout the day. The [COVID-19.govt.nz](#) and [Ministry of Health](#) websites are a good source of information including:

[Hand washing](#)

Cough and sneeze etique

School timetable and distance learning

Under Alert 3 school will start at 9:30am and conclude at 3pm. Students will be working on chrome books and engaging in distance learning. You can view the school timetable at the end of this document

Complete survey

These are unprecedented times and we acknowledge that there may be anxiety for students, staff, and whaanau about the return to school under alert 3. We are confident that the approach that we are taking is informed by best practices and therefore it will enable all members of our community that are part of schooling at Fairfield College under level 3 to be learning in a safe environment. Together we aim to provide a learning environment where staff, students, and whaanau are able to continue with distance learning in a safe environment at school.

To assist with the implementation of this approach can you please complete the following survey that can be accessed on this link: [FFC under Alert 3](#)

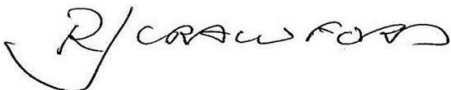
Please note that a survey document must be returned for each student before they attend Fairfield College under Alert 3.

For all enquiries regarding this process please send them to Deputy Principal, Mr Braden MacPherson.

macphersonb@faircol.school.nz

Thank you for your support in this matter.

Kia haumaru - Be safe
Naaku noa, naa



Richard Crawford
PRINCIPAL

FFC timetable for Year 9 and Year 10 students Alert level 3

All students will engage in the distance learning activities

	Monday	Tuesday	Wednesday	Thursday	Friday
0930 - 1030	Learning Activity 1 (Normal Period 1)	Learning Activity 1 (Normal Period 1)	Learning Activity 1 (Normal Period 1)	Learning Activity 1 (Normal Period 1)	Learning Activity 1 (Normal Period 1)
Break 1: 10:30 -11					
1100 - 1200	Learning Activity 2 (Normal Period 2)	Learning Activity 2 (Normal Period 2)	Learning Activity 2 (Normal Period 2)	Learning Activity 2 (Normal Period 2)	Learning Activity 2 (Normal Period 2)
Break 2 12:00 -12:30					
12:30 - 1:30	Learning Activity 3 (Normal Period 3)	Learning Activity 3 (Normal Period 3)	Learning Activity 3 (Normal Period 3)	Learning Activity 3 (Normal Period 3)	Learning Activity 3 (Normal Period 3)
Break 3 1:30 -2:00					
2:00 - 3:00	Students to continue with work from previous periods or engage in teacher directed activities				