



Fairfield College

16 February 2022

Kia ora e te whaanau

Up to this point, we have been fortunate that we have not had to manage a confirmed Covid-19 case in the school. The reality of the Omicron situation strongly suggests that a confirmed Covid-19 case in our school is inevitable. On behalf of our Board of Trustees and our staff, I want to assure parents, whaanau, and students, that we are confident of the steps that we are taking to prepare for the inevitable confirmation of a positive Covid-19 case in our school. The regular advice that we receive from the Ministry of Education (MoE) and the Ministry of Health (MoH) underpin our plans to manage this situation.

The purpose of this communication is to outline the process that Fairfield College will follow when there is a positive Covid-19 case in the school.

Case confirmation (Within one hour of receiving the notification)

Once the school receives notification that a student or staff member has tested positive for Covid-19 we will request a screenshot of the text received from the MoH confirming the positive test. The school will request the date of the test and the dates that the case was at school. The school will notify the MoE who will coordinate with the MoH to confirm the case.

Contact tracing and communication (Within eight working hours of receiving the notification)

The school will work with the MoE and MoH to identify the close contacts and endeavour to confirm that all close contacts have received written notification of their close-contact status, which will include the isolation and testing protocols that they are required to follow.

The school will communicate with staff, parents and the Board informing them that Fairfield College has a confirmed Covid-19 case. This will be in the form of an e-mail and a posting on the school website and Facebook page. This will also include information about school attendance in response to the positive Covid-19 case. The school has developed a continuity plan and we expect to continue to operate on-site learning for students and staff that are not close contacts of the case.

The school will send regular communications to our community to keep them abreast of case developments.

Return to school

Under Phases Two and Three, with self-management being used, cases and contacts will need to comply with public health advice and will be able to return to their normal activities once they are well and their period of isolation or quarantine is complete. We request that parents inform the appropriate Year Level Dean through email or telephone when a student will be returning to school because they have completed testing and isolation requirements. The school will also be communicating with parents and students to offer support during the isolation period.

Learning continuity

The school will provide learning resources for students that are required to isolate. The Year Level Dean will organise learning resources. The learning resources will be either digital or a hard pack. If there are any problems with the learning resources, please contact the Year Level Dean.

Student well-being

Student well-being is our priority, and we are here to provide support. Please do not hesitate to contact the



Be respectful
Be responsible
Be the best you can be

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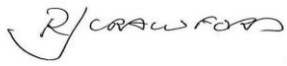
school if you have any queries or require any type of support. The Pouako should be the first contact and the Year Level Dean should be the second contact. Our Guidance Counselling Team is also available to provide support as am I and our Deputy Principals.

The following link will allow you to access the e-mail address of our staff:

<https://www.faircol.school.nz/fairfield-college-staff-2>

Kia haumarū - Be safe.

Naaku noa, naa



Richard Crawford
Principal

