



Fairfield College

11 May 2020

Kia ora e te whaanau

The Board of Trustees met this evening to discuss and approve a process that the school will follow in welcoming back staff and students to on site teaching at Fairfield College under Level 2. The purpose of this communication is to outline this process and also explain the public health requirements that will be implemented to manage the safety of staff and students in regards to COVID-19.

The Prime Minister under the advice of the Ministry of Health has clarified that under Alert Level 2 and with the implementation of public health requirements that schools will be a safe place for staff and students to attend. It is the Board's hope that parents/guardians will have confidence in the recommendations of the Ministry of Health and support their children to return to school on the dates below.

In returning to school the Board acknowledges that there will be a degree of anxiety amongst students, staff, and whaanau. To help manage anxiety and support wellbeing the school will stagger attendance over the first three days. By Wednesday May 20 all students will be back on site.

Monday May 18	Year 13 students will start school at 9:30am. Year 12 students will start school at 11:30am
Tuesday May 19	Year 13, 12, and 9 students start school at 9:30am. Year 10 students will start school at 11:30am
Wednesday May 20	All students commence school at 9:30am (including year 11 students).
Thursday May 21	All students commence school at 9:30am.
Friday May 22	All students return to school at 9:30am
Monday May 24	School will follow the normal school timetable for all students.

The Board has chosen to stagger attendance so that wellbeing of staff and students can be addressed. It is important that time is allocated for health procedures to be explained clearly to students. Time will be allocated for each year level on the day that they are returning to focus on their wellbeing needs.

The Learning Support Centre students will follow a different schedule and this will be communicated to them and their whaanau as soon as we are able to organise transport requirements.

The Board acknowledges that some parents/guardians may choose to keep their children home until Level 1. If you are in this situation, I respectfully request that you contact the school so that we are able to explore strategies to support continued learning. There may be challenges in providing distance learning to the same extent as Level 4 and Level 3 because of workload issues for teachers who will be planning, delivering, and evaluating on site learning. The school will deal with this on a case by case basis.

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Be respectful
Be responsible
Be the best you can be

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In addition to the school's usual practices when managing health and safety, we will also be implementing specific [public health requirements](#) for Alert Level 2, such as:

- Parents are asked to keep any sick children at home. If a sick child comes to school we will contact parents to organise their safe return home. Sick students will be isolated until they can be collected. Principals at state and state-integrated schools have authority to preclude a student from attending if they believe on reasonable grounds that the student may have a communicable disease under section 19 of the Education Act – see [Guide to Legal Powers](#)
- Students and staff should be far enough away from each other so that they are not breathing on or touching each other, coupled with good hygiene practices and regular cleaning of commonly touched surfaces. ***There does not need to be a specific measurement but where practicable 1 metre should be used as a guide, particularly between adults.***
- Hand sanitiser will be provided at the entry of class rooms and in shared spaces. Soap, water and the ability to dry hands will be provided in bathrooms.
- Where practicable we will encourage students to regularly wash and dry hands, cough and sneeze into their elbow, and try to avoid touching their face.
- Physical education classes and break time activities can include access to sports equipment including playgrounds but hygiene practice should be observed after playing with equipment.
- All hard surfaces will be cleaned daily
- Contact tracing registers will be set up to identify which students and adults are on site, in each teaching space, including recording if there is a different composition of students and adults during the day. This includes recording visitors to the site, including parents
- PPE is not required or recommended as necessary in any educational facility by the Public Health Service


The Board also approved the attached Covid-19 Level 2 Safety Plan at the meeting that they held tonight.. The most important part of this plan is the public health requirements that are listed above and the school will ensure that these requirements are met.

The school will also be implementing the following practices:

- Parents/Guardians are encouraged not to come on site unless they have made an appointment to meet with the person that they are planning to meet. For the remainder of term 2 we are encouraging parents to initially contact staff through email or telephone to reduce the number of people on site. If you are on site please ensure that you sign the visitors register.
- School will continue with the pre Alert Level 4 practice of starting school on Tuesday at 9:30am. The later start is because the school will not be holding assemblies of which 30 minutes was allocated. This will be reviewed at the end of the term for a possible resumption of school assemblies in term 3.
- Water fountains at school will not be operating and students are encouraged to bring water bottles to school. These water bottles can be refilled at two locations. Hand sanitation will be available at these locations.

It will continue to be a challenging period for our school community and we look forward to the safe return of our staff and students. Thank you for the support that you have provided. We look forward to working with you as we manage the expected and unexpected challenges that we will face as we return to on site learning and teaching at Fairfield College

Kia haumaru - Be safe
Naaku noa, naa



Richard Crawford
PRINCIPAL

