



Fairfield College

22 April 2020

Kia ora e te whaanau

It felt great today to return to school to commence the process of checking on school facilities in preparation for the opening of Fairfield College for Year 9 and Year 10 students. The school cleaners were busy doing their part to help with the preparation for our opening as was our school caretaker and business manager.

Thank you to those parents/guardians that have completed the [Year 9 and Year 10 survey](#) . We are unable to open the school until we know the situation of each year 9 and year 10 Fairfield College student (will the student continue with distance learning at home or because of their parents/guardians employment situation will they need to return to school

Of the 205 people that have responded there are 15 students that will return to school under an Alert 3 system. We need responses from a further 150 students and we will be making phone calls from lunch time tomorrow to gain further information. The urgency of this information has also been communicated on the school app, school face book, and also texted through the school's student management system. I would appreciate any support that you are able to provide in communicating the importance of completing the survey for whaanau of our year 9 and year 10 students.

At our May 20 online Board of Trustees meeting we were able to move a motion of support for the school's approach to opening the school under alert 3. These are the key points of the school's approach:

- To maintain regular contact with school community and keep them informed of process
- School will not be ready to open until they know the situation of each year 9 and year 10 FFC student.
- The Board confirmed our understanding that the students who return to school are doing so because of the employment situation of their parents/guardians. Students should continue with distance learning if they are able.
- The Board encouraged school management to look at ways that we are able to provide devices or hard resources in a more timely manner to students
- Students that attend school will be working on distance learning activities and will be following the distance learning timetable (please see end of document)
- The school will open on **Thursday April 30.**
- In support of staff wellbeing the Board supported the school operating with a minimum number of staff and that the majority of staff continue to work remotely off site.

Below is the schedule of work in preparation of opening the school on **Thursday April 30.**



Be respectful
Be responsible
Be the best you can be

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Wednesday April 22	<ul style="list-style-type: none"> • Meeting on site to develop physical facility inspection and contact contractors if required (Principal, School Business Manager, and School Caretaker) • Cleaners on site • Technology checked including chrome books for possible distribution
Thursday April 23	<ul style="list-style-type: none"> • Phone contact with year 9 and year 10 students that have not completed survey • Facility work ongoing
Friday April 24	<ul style="list-style-type: none"> • Classrooms prepared for students – ensure that physical distance and boundaries for each bubble are allocated. (Principal, Deputy Principals, and School Caretaker) • Cleaners on site • Phone contact continued with year 9 and year 10 students that have not completed survey • Facility work ongoing
Monday April 27	Public holiday
Lockdown concludes at 11:59pm and Alert 3 operates thereafter	
Tuesday April 28	<ul style="list-style-type: none"> • Preparation for school opening continue • Contact whaanau regarding resources to engage in distance learning – focus on chrome books • Contact whaanau that are coming to school and ensure that they are aware of school safety procedures – including the bubble that students will be part of. • Home visits for year 10 and year 10 students that we still do not have information about
Wednesday April 29	<ul style="list-style-type: none"> • Contact whaanau that are coming to school and ensure that they are aware of school safety procedures – including the bubble that students will be part of. • Deliver school chrome books for FFC students that have not yet received chrome books from MOE
Thursday April 30	<ul style="list-style-type: none"> • School opens for students from 930 am to 3pm

Today I was informed by the Ministry of Education (MOE) that 39 chrome books were being distributed to year 11, year 12, and year 13 students. I was informed that these devices should be delivered by Saturday. Please note that the chrome books are the property of the school and they will need to be given to the school once normal face to face learning resumes

I also respectfully request that parents/guardians of children that receive either chrome books or hard copies of resources please email the school informing us that you have received these resources. This will assist us with our follow up on those students that require chrome book or hard resources support to engage in distance learning.

cholewam@faircol.school.nz or summerfields@faircol.school.nz

I am planning to distribute a communication tomorrow with a focus on Year 11 to Year 13 students.

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				