



## School Update No. 10

17 May 2020

Kia ora koutou,

We are really excited to see everyone tomorrow, but remember when you arrive at the school, farewell your family in the car and head straight to your classroom. Staff will be about to greet you and remind you to practice social distancing and no touching when you see your friends for the first time in 8 weeks.

**Arriving at school:** Arrival time is 8.45am to 9.15am. Road patrols will be operating. Please do not arrive before or after this time. This has been done so that we can assist students to form good habits of social distancing. Entry points for students to the school are Storey Ave from the hall gate to the school office and the back gate on Hinton Ave. Matai corridor will be locked so please use the doors at the front of the classrooms to enter. Kauri block entry is in the classroom doors not the corridor.

**What the school day will look like:** The first thing you will notice is the school bells won't ring. Teachers have organised interval and lunch breaks so that only half the school is out playing at a time. We will start dismissing students at 2.30pm with juniors and teina. Older siblings can also leave at this time. The rest of the school will be dismissed at 2.45pm. There will be a lot of catching up to do with friends and about how students got on with distance learning. Thank you to the parents who let us know that your children won't be there tomorrow. You will be expected to sanitise your hands every time you enter or leave the classroom. Teachers will talk to you about in class arrangements for seating and working.

**Music:** This term the arts focus is dance. After school music lessons will continue online. Students need to bring their own instruments to school if they have lessons during the school day. We will not be loaning instruments to students who forget them.

**Devices:** All devices loaned during lockdown must be returned with the charger in a paper or plastic bag with the child's name on, to their classroom. They will be collected, cleaned and checked against the register before returned to classroom use.

If your child has their own personal device then they are able to bring it to school whatever the level but it needs to be an ipad for years 1 - 4 and a chromebook for year 5 - 8. Our IT system is not designed to take student laptops due to the risk of heightened security breaches. The students must clean their own device before use in the classroom.

**Outdoor equipment:** Students can still participate in games and use PE equipment but there is no touching and still a requirement to social distance. Students will sanitize before and after physical activity and the equipment will be cleaned.

The playgrounds and tables and seats in the lunch area have all been cleaned.

**Food and Water:** All students must bring their own food to last the day as well as a full named water bottle. The drinking fountains are turned off but there is access to more water in the classrooms if students need it.

There is no sharing of food.

**Uniform:** We are unable to allow students to try on uniform but we can still sell items of uniform if you know the size you want but no returns will be accepted. No cash, eftpos only.

**Sickness:** If your child is sick, please keep them home and ring the absence line to let us know. If a student becomes sick at school, you will be phoned and our expectation is that someone collects them immediately.

In the unfortunate situation where someone on site has to be tested for **Covid -19** then the school is closed for 72hours and undergoes a thorough clean. If the test is negative, the school can reopen with the Ministry of Health's permission, however if it is positive we could be asked to close the school for 14 days. This is why we are being so careful to ensure the safety of all students and staff.

**Parents:** We have asked you to stay off the school grounds as we need to contact trace everyone who comes on site. If you need to speak to either myself, your child's teacher or office staff please follow the signs and floor stickers to guide you into the office. Only one person at a time in the office. We will ask you to sanitise and take your details when you first enter.

If you are unable to wait you can phone the office and make an appointment.

Please remember to model social distancing while you wait.

We are working with School Apps who are developing a contact tracing tool for parents to use. If you aren't already on School App now would be a good time to download it.

**Attendance:** Since the start of level 3 I have had to report daily attendance at school everyday to the Ministry of Education.. This will continue now at level 2. We will be following up with families whose students don't start back at school this week without having notified us through the survey.

**Cleaning:** All high touch areas ( door handles and work surfaces)will be cleaned during the day.  
The toilets will have an extra clean at noon. After school the whole school will be cleaned to the standards outlined by the MInistry.

Please share these changes with your children so they have some expectation of what we are doing to keep everyone safe and healthy. We know some children are going to find this very difficult but remember we are there to support them and talk through their concerns.

I'm expecting a few very busy days as we implement health and safety at level 2. If you have a question, the quickest way to get a response is probably through an email to me. I will try to respond within the same day. [principal@forestlake.school.nz](mailto:principal@forestlake.school.nz)

Thank you to all the whanau who have sent messages to us as we navigate this new way of life. Your kind words are very much appreciated.

Ngaa mihi

**Whaea Chris**