



3<sup>rd</sup> February 2022  
Week 1 Term 1

## **Kia orana koutou katoatoa**

Welcome to our new whānau and welcome back to our current whānau. Many have asked about expectations at Windley School around **COVID Red Setting**.

What does it mean for Windley School?

- Windley School remains open for instruction

### Basic Hygiene

- Wash/sanitize our hands everytime we go inside
- Teach students to avoid touching face
- Teach coughing and sneezing into elbow
- Have all hard touch surfaces cleaned/sanitized regularly
- Staff working with year 5 to 8 to wear mask when in contact with students inside
- All students year 5 to 8 to wear masks inside
- Mask wearing for years 1 and 2 is optional
- Mask wearing for year 3 and 4 classes is optional
- Caretaker change soaps, towels, sanitizers daily
- All students to use water bottles (fountains are off)

### Contact Tracing

- All people who enter the school go to the office
- Sign in or scan QR codes
- Write in our visitors book
- No whānau to go to classrooms unless arranged through the office first.
- Essential visitors on site only

### Vaccination

- Employ only double vaccinated staff
- Have all staff have a booster vaccination by March 2022
- Only have contractors onsite who have double vaccination
- Encourage whānau to be vaccinated

### Sickness

- Whānau to pick up sick students
- Send staff home if sick
- Encourage people who show COVID symptoms to get tested

### Ventilation

- Open windows and doors to ventilate the rooms
- Physical activity to be held outside
- No assemblies and large gatherings at this stage
- All students to keep 1m distance inside where practical
- All students to keep 2m distance outside where practical

If you would like to discuss any of these expectations further, please come and see me.  
Rhys McKinley