



Te Kura Maori o Nga Tapuwae

SICKNESS & COVID RESPONSE PROCESSES

Friday 11th February 2022

Tēnā koutou e ngā mātua,

In light of recent events, we'd like to inform you of some internal processes we have in place regarding sickness and a response to Covid-19 notifications.

General Observations

Teachers observe students' general health, who may be exhibiting signs of sickness and/or Covid-19 symptoms that include:

- ☞ Runny nose
- ☞ Cough
- ☞ Sore Throat
- ☞ Fever
- ☞ Headache
- ☞ Shortness of breath (if they are not asthmatic)
- ☞ Sore stomach (and/or diarrhoea)

If students have any of these symptoms, the process is as follows:

1. Teachers ask them to collect their bag and return to the office via the external side door
2. The nurse will assess them and their symptoms
3. If they do need to go home, contact will be made with the whānau

Notifications of possible exposure

In light of the spread of Omicron, we would like to outline the following process for students who have been identified as contacts of confirmed cases or need to be tested:

1. Parents will need to notify the school immediately. During school hours ring **09 551 6161** or after school hours you can call **021 447 627** and ask to speak to the Principals PA - Lauren Pompey.
2. Please provide details as to whether they have been identified as a close, casual or casual plus contact and the dates that exposure may have occurred.
3. The student/s concerned will be brought to the sick bay through the external door and remain in the front room. If they are in Yr 1 - 3 they will be provided with a mask.
4. When parents arrive, they will need to remain in their vehicle and call the office on Ph: 09 551 6161 and their children will be sent out to them.
5. Once you get test results back we ask that a copy of those are provided to my PA via lpompey@ngatapuwaes.school.nz or Ph: **021 447 627** and she will be in touch about the next steps and when your child can return to school.

As outlined at our first Whānau Hui of the year, we are going to continue onsite learning for as long as possible whilst remaining as safe as possible. As you would've seen on the news, a number of schools have had positive cases and managed them in a variety of ways. What is listed above is a basic overview but we must be flexible and assess each situation and case as it arises. If you would like a more detailed indication of what our process is, please check out our website.

Ultimately, the holistic wellbeing of our school whānau is a huge focus for us and this encompasses health, mental wellbeing and education. We hope that this outline of our current processes alleviates some of the angst and concern you may have.

A reminder that I will be managing all Covid queries, and my PA will be coordinating these on our behalf so if you have any notifications after hours she can be contacted on Ph: 021 447 627. Please do not have any covid based conversations with your child's Whare Ako teacher as we are trying to keep this information centralized for a controlled, monitored response. This will allow teachers to focus solely on teaching your children.

Attendance & Lateness

As we head into our 4th week of the school year, we have been focusing on attendance and lateness. I would like to reiterate the need for every student to uphold our rules and the expectations that were agreed to upon enrolment, which include maintaining a high level of attendance and arriving on time to school. This expectation applies to all year levels from Whare Ako 1 through to Whare Ako 13.

We have already begun making some calls home to whānau, but I want to indicate that if your child is flagged as having an attendance or lateness issue you will be contacted by my office and given 3 weeks to show a vast improvement or a meeting will need to take place reviewing the enrolment obligations you agreed to.

Your child misses out on 5 hours of learning every day they are absent so this adds up very quickly over the year and 13 years that they are enrolled here. So please make attendance and punctuality a priority.

Ngā manaakitanga,



Arihia Stirling
Principal