



What's the hAPS?

14th May 2020

Dear parents and caregivers

From our bubble school to yours...

We are very excited about everyone returning to school on Monday 18th May, however **COVID Level 2 restrictions** are very specific for schools as they are different to businesses, malls, parks and even family gatherings. Apologies for the amount of information covered but it is essential that you take the time to read this through fully as several requirements will need family planning and discussions with your child/ren in relation to the new "normal" for school routines.

We have spent considerable time preparing and planning every aspect of this transition BUT we need your help to ensure that everyone comes together in our Albany Primary School "team of 840 learners". We understand that you may be anxious at this time, which is why every one of the following protocols has been designed to ensure that school is the safest place possible for your children, outside of your family bubbles.

The following protocols have been designed for a school our size, whilst adhering to the most up to date advice from both the Ministries of Health and Education.

- **Under Alert Level 2 parents and caregivers will not be allowed on school site.** We wish to encourage a drop off and pick up approach only as this will restrict the number of adults on school grounds. Where possible there should only be one person designated for pick up and drop off. Please be respectful of this requirement as this is the "most likely" chance of COVID 19 entering the school grounds. Talk to your children about where you will now meet them (outside of school grounds) as this will be a change in routine if they are used to you collecting them from the classroom or playgrounds. You may want to email the teacher this information so they can also remind the children at home time. We are also mindful that the less adults congregating at entry points the safer it will be, so we have extended roll call until 9.10am to allow a "graduated drop off" flow.
- If you are required to enter school grounds please phone the school office on 415 9668 or email admin@albany.school.nz first. Both front and rear barriers will remain closed during school hours. **ALL visitors including parents and/or family members entering the school must sign in at the school office**, as we must have very specific details recorded. This includes time on site, area entered and contacts. We appreciate your support with this regulation which will ensure we are able to "contact trace" should this information be required by the health authorities.
- **Children who are unwell, including cold or flu like symptoms MUST remain at home.** Please advise the school if your child is at home using the school APP or phone 415 9668 and leave a message on the absence line. If a sick child comes to school, parents will be immediately contacted to collect their child. On arrival at school you will need to remain in your car and a staff member will walk your child to the car. We are also ensuring all our staff remain well, so at times we may have relievers taking classes if required.
- Where possible, children and staff will be far enough away from each other so that they are not breathing on, or touching each other. This will be accompanied with good hygiene practices and regular cleaning of commonly touched surfaces as per Ministry guidelines, [public health requirements](#) for Alert Level 2. There does not need to be a specific measurement but where practicable 1m will be used as a guide, (particularly between adults).



- Our cleaners are following the highest standards with daily cleaning, as well as staff cleaning key surface areas during the day. Hand sanitiser has been provided to all classrooms and in shared spaces. Soap, water and the ability to dry hands will be provided in bathrooms.
- Where practicable we will ensure that children regularly wash and dry hands, cough and sneeze into their elbow, and try to avoid touching their face.
- Some parents have requested that their child does not return to school currently. As teachers will be focussing on supporting their own class, with a focus on wellbeing and the transition back into school routines, they are unable to offer online learning. The school distance learning resources will continue to be available on the Albany Learning @home site. [Link](#).
- Please also note that the Munch Box will not be open during Level 2. You will not be able to drop lunches to the classroom or the office. Please ensure your child brings their lunch box every day as well as their own named water-filled drink bottle.
- Kelly Club will reopen on Monday 18th May, **however they also have strict regulations that must be followed**, including the same requirement as the school to sign in entry to the hall when delivering or collecting your child. Parents must book or update their bookings online at [link](#).
- Meadowood Afterschool programme will also be collecting children from Monday afternoon.
- School buses will be fully operational and following the required hygiene standards. (see link below). To ensure the contact tracing requirements are also met the school must be informed on a daily basis if your child will be on the bus. Please email this information to the office (admin@albany.school.nz) by Friday afternoon, as school staff are required to physically record the names of all children using the bus services before and after school. [Link](#).
- There will be no external music tutors available until further notice.

We realise that we all want to return to school life “as it was before COVID” but as the Prime Minister has repeatedly explained, we MUST continue to observe the regulations without exception. This is the only way we can ensure the safety of every child and staff member in our school.

Thank you for your exceptional and continued support as a school that shines with a culture of care, aroha, kindness and respect for each other.

Together in learning,

Maree Bathurst
Principal



TERM 2

(dates subject to change dependent upon covid-19 restrictions)

Wednesday 15th April—Friday 3rd July

21st May	BOT meeting, 6.30pm
1st June	Queen's birthday public holiday—school closed
25th June	BOT meeting, 6.30pm
16th/17th June	Class and individual photos
3rd July	Last day of Term 2

2020 Term Dates

As a result of Level 4 COVID-19 Lockdown, school term dates were changed. Term 1 school holidays were brought forward, then following a two week 'school holiday', school re-opened for Term 2 start on-line home learning on Wednesday 15th April. School opens for all children for on-site learning on Monday 18th May. The current Term finish date still remains at Friday 3rd July meaning that we have a 12 week term (5 weeks home on-line learning, 7 weeks on-site learning). Term dates for Terms 3 and 4 remain the same at this stage.

Term 1

Monday 3rd February - Friday 27th March
 Included Public Holiday, Waitangi Day - Thursday 6th February
 Included half day closure 14th February for parent/teacher (partnership) meetings

Term 2

Wednesday 15th April - Friday 3rd July
 Includes Public Holiday, Queen's Birthday - Monday 1st June
*As per previous newsletter, to assist families in maintaining a continuous learning environment for children, and time available for parents to work, we have made the decision to **cancel** Student Led Conferences (and early closure) for 28th May, and the Accord teacher only day (29th May) as well as the COL teacher only day (2nd June) School will be closed on Monday 1st June for Queen's birthday public holiday.*

Term 3

Monday 20th July - Friday 25th September
 Includes half day closure 20th August for student led conferences
 Includes full day closure 21st August for teacher only (accord) day

Term 4

Monday 12th October - Friday 18th December, 12.30pm
 Includes Public holiday, Labour Weekend - 26th October
 Includes full day closure 27th October for Teacher only (accord) day

Remember to be road-safe as we start back next week—ensure you allow plenty of time to travel to school, be patient, be kind.



Five W's Poem by Josh P.

**The Albany School boy
 Excitedly biked to school
 To beat the 8:30 bell
 On Albany Cycleway
 To play with his friends happily**

Acrostic Poem by Josh P.

**Walk safely
 Always look for cars
 Listen before you cross
 Keep yourself safe**