



Alert Level 2 West Harbour School

Dear Parents/Caregivers/Whanau

With Alert Level 2 approaching, we would love to know the numbers of children who will be returning to school. Please complete the form attached via the link below **by Wednesday 13th May 2020**.

Here is the [link to a form for you to complete](#) whether **your child will be attending school or not** in Level 2.

We will understand and respect the decisions you make. If you choose to keep your child at home please keep in contact with us and let us know if anything changes. Then contact your child's teacher or Ruth Withers (ruthw@westharbour.school.nz) to let us know when your child is returning.

Online learning programmes will continue until the end of May and then we will review this option.

Many of you will have questions about what school will look like under Level 2. We have taken on board the advice of the Ministry of Health and the Ministry of Education. The safety of our students and staff remains paramount.

- The three main access gates will be open between 8.30 am and 9.00 am and will then remain closed until 3.00 pm. Students must be picked up by 3.05 pm please. It is imperative that they are collected on time from the school gates. After 9.15 am the only access to the school will be through the front gate.
- The gates will be staffed and only students will be allowed access to school. **No parents/family or caregivers please**. Staff will be available to escort students to and from their classrooms if required.
- The children will have their hands sanitised regularly - on entry to school and on the way into their classrooms; before and after eating and going out to break times
- Good hygiene and social safety practices will be retaught and enforced
- The playground will be open
- All children will return to their normal classrooms
- Do not send your child to school if they are not well. The advice from the Prime Minister is to get a test if you are unwell
- Children will need to bring their own food and named drink bottle for the day
- There will be no assemblies for the foreseeable future
- If you have a loaned device from school please return this with your child. If you are happy for your child to bring their own device (not a phone) this would be fantastic to support their learning during this phase. Check that your device is covered on your contents insurance
- The breakfast club will not be open for the first week while the school sorts out the procedures around this
- Children will need to bring back any stationery they have at home (pencil cases, books)
- We are looking forward to seeing them in school uniform

The Alert Level 2 message is **REDUCE - the risk of community transmission remains**. If we follow the guidelines, work together to look after each other, we will get there. *We've got this West Harbour!*

Vicki Hitchcock

Principal

vickih@westharbour.school.nz