



Castlecliff Primary School

“Deeds Not Words”

Polson Street
Castlecliff

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WHANGANUI

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12 May 2020

Mōrena families.

Woo hoo!!! Alert Level 2 learning will begin on Monday 18th May, 2020. Yay!!!

A learning day at Castlecliff School is going to look different from before COVID-19.

The COVID-19 safety controls for Castlecliff School are:

- Ensure people with COVID-19 symptoms stay off the premises
- Maintain physical distancing
- Enable good hygiene practices
- Gates will remain locked until 8:30am. Only three gates will be opened at 8:30am. The side entrance gate from the carpark (on Polson Street), the gate by bike shed and the back gate for Mātāwai students ONLY
- *Each gate will be manned by Nicola, a staff member from Mātāwai and myself.* Students will have their temperature taken by a thermometer placed in front of the forehead. A normal reading is between 36-37°C. If there is a reading from 37.5°C and above, your child will need to return home. This also includes students with a cough, sore throat, a runny nose and a headache.
- NO PARENTS are to enter the gates
- NO THOROUGHFARE through the office by any student or families, at all times. Strictly School Staff and scheduled appointments only
- Teachers will be in their classroom from 8:30am to receive students, students are to remain in their classes.
- Students who arrive late MUST ring the office for their child/ren to be collected from the gate and taken to their classroom
- Students who need to be picked up for appointments or picked up early MUST ring the office. The student will be collected from their classroom and taken to the pick-up gate
- NO visitors or families to our kura for the next two weeks please, including our own whānau members dropping off kai. You are to ring the office and meet at the locked gate. **However**, the students who have already completed an enrolment form (a number of new entrants starting in Mātāwai) will begin on Monday 25th May, 2020. This gives time for our current students and teachers to re-establish classroom routines
- Students must bring a drink bottle, water only to school daily. The drinking fountains will remain out of use until alert Level 1

- Sickbay - will be used for blood injuries and will be cleaned after each use
- NO STUDENT will be sent to the sickbay because they have become unwell while in class. Families and caregivers will be called immediately for your child to be taken home and if there is no reply, students will be taken to the next contact person on the enrolment form
- While in class...
 - Mātāwai students will use the inside toilet only
 - Wai Māori & Wai Tai their toilet block only
 - Wai Herunga & Wai Toiora their toilet block only
 - Wai Mārie & Wai Marino their toilet block only
 - Te Whanake syndicate the toilets by Waipunārangi only
 - The school toilets will be cleaned after every break and after school daily
- Appointments must be made for any parent/family member to see teachers and management. You will need to sign in and out at the school office, for tracking purposes
- Once I have received the COVID-19 information Level 2 learning from the Ministry of Education, the Leaders team will plan what the day will look like at kura - break times/ play areas/ school equipment/ classroom set up/ Library...etc...

The government will re-assess Level 2 in two weeks time. So please, we all NEED to be VIGILANT in keeping ourselves safe. The above kōrero is for the safety and well-being of every student, family member and staff member of Castlecliff School.

THURSDAY 14th May, 2020

- Parents and Caregivers: If you have made the decision that your child/children will not return at Level 2, I need to know please.
Send me an email stating that your child/children will not be returning and reason **before Thursday 14th May, 9am.**
mtwomey@castlecliff.school.nz This will help with organisation of classrooms.

FRIDAY 15th May, 2020

Chromebooks for Distance Learning (Enter through carpark gate - Polson Street - maintaining physical distance will apply) Two staff members will be out the front of school by Wai Herunga and Wai Toiora

ALL chromebooks and one Ipad (for a Reading Recovery student) with charging cord are to be returned in their boxes/plastic bag at the scheduled times this Friday for maintenance, updating and checking. Please clear all personal accounts of Netflix, bank account details and passwords. If you have more than one device, return them all at one allotted time.

In the event students are not returning to kura at Level 2 for medically certified reasons, a decision on whether school devices will be reissued will be based on a thorough review of the student's usage, level of engagement and completion of assigned tasks during the lockdown period.

Any concerns from the online learning, students will instead be issued hard copy home learning packs to be collected and returned to/from a container outside the school office at set times each week.

- 9am-10am: Tyana, Wai Herunga and Wai Toiora
- 10am-11am: Wai Mārie and Wai Marino
- 11am-12pm: Te Whanake Syndicate
- 1pm: WHOLE staff meeting at kura in Waimihia (school hall)
- **LIVE assembly at 2pm from Waimihia**
- Students who have not returned their device in their allotted times, teachers will pay a home visit and pick up the device/s after school assembly

Thank you whānau. Keep safe and well.
Principal: Moana Twomey

