














Covid Protection Framework (CPF) - 2022


At MSS we follow the guidance provided by the Ministry of Education to ensure that we apply public health measures, case management (if/when appropriate) and consider additional mitigations to ensure the safety of our students, staff and wider community.




At all levels of the CPF the following guidelines apply at MSS.




<p>Vaccinations</p> 	<p>All staff (including relievers) in contact with students are fully vaccinated and boosters are required by 1st March 2022. MSS keep a record of the vaccination status of all staff. New staff must adhere to the vaccination mandate before hiring. School volunteers must be fully vaccinated, e.g. Trip helpers, in class assistance, camps Contractors on-site, while children are present, must be vaccinated (except when required in an emergency situation). Regular contractors/volunteers will have their vaccine status recorded with the office Whanau picking up & dropping off children <u>do not</u> have to be vaccinated.</p>
<p>Sickness</p> 	<p>If MSS staff or students have any cold, flu or COVID-19 symptoms they are advised to stay home and seek advice from their doctor or Healthline - 0800 611 116 If COVID-19 symptoms are displayed staff are required to return a negative test before returning to school. Whanau are asked to immediately contact Mr Kolose – Principal (tonek@mss.school.nz) if their child who has been at school has a positive test result.</p>
<p>Contact Tracing</p> 	<p>NZ COVID Tracer QR codes on display at all entrance points to the school site. All visitors are required to follow normal procedures of signing in at the office. Daily attendance of students is taken twice a day as usual. Whanau are to ensure that the office has current and up to date contact details. If there is a connection to a confirmed case, we will follow the most up to date guidelines provided by the Ministry of Education.</p>
<p>Ventilation</p> 	<p>Doors and windows open to ensure ventilation of spaces. When leaving the classroom during the day ensure doors and windows remain open. Take every opportunity to go outside (weather appropriate). Use decks, covered areas, tree shade - take furniture outside and have children routinely using it when possible.</p>



<p>Basic Hygiene</p> 	<p>Good hand hygiene, cough and sneeze etiquette, avoidance of face touching, regular cleaning and disinfecting of surfaces. Classes, office spaces, kitchen areas etc. are to be cleared of excess equipment and resources to allow for easy and regular cleaning and sanitising.</p>
<p>Emergencies</p> 	<p>Follow normal procedures for managing an emergency such as fire, lockdown, earthquake. Practice drills can continue at all levels of the CPF</p>
<p>Case Management</p> 	<p>Cases of COVID-19 at MSS will continue to be managed across all levels of the framework. MSS would work with the MOE following public health guidance, to identify who may need to self-isolate and get tested. This means that a class or group of classes and associated staff may not attend school for some time as they are isolating. In this case, Home Learning/Hybrid programmes will be provided for those students self-isolating.</p>
<p>School Closure</p> 	<p>Closing MSS to on site learning is an unlikely option in all colours of the framework. However, it may be considered where there is a high volume of cases in the school or if we don't have enough staff. MSS may also close briefly in order to carry out contact tracing. We will be using support resources from the Ministry of Education to help us know when this could be a possibility.</p>
<p>Communication</p> 	<p>All communication regarding COVID-19 to be shared by SLT via email or zoom/google meets or on the schools website www.mss.school.nz and school Facebook page.</p>





	Red	Orange	Green
<p>Additional Hygiene</p> 	<ul style="list-style-type: none"> • Good hand hygiene, cough and sneeze etiquette, regular cleaning of surfaces. • Sanitiser, cleaning products and tissues are available in all spaces. • Soap and water are available in all bathrooms, along with paper towels for hand drying. • Cleaners will complete daily cleans including wiping door handles. • Teachers to ensure tabletops are cleaned daily. • Additional disinfectants, sprays and cloths are available in classrooms for children and teachers to sanitise high-touch surfaces and resources during the school day as required. 	<ul style="list-style-type: none"> • Good hand hygiene, cough and sneeze etiquette, regular cleaning of surfaces. • Sanitiser, cleaning products and tissues are available in all spaces. • Soap and water are available in all bathrooms, along with paper towels for hand drying. • Cleaners will complete daily cleans including wiping door handles. • Teachers to ensure tabletops are cleaned daily. • Additional disinfectants, sprays and cloths are available in classrooms for children and teachers to sanitise high-touch surfaces and resources during the school day as required. 	<ul style="list-style-type: none"> • Good hand hygiene, cough and sneeze etiquette, regular cleaning of surfaces • Sanitiser, cleaning products and tissues are available in all spaces.
<p>Face Coverings</p> 	<ul style="list-style-type: none"> • All staff wear masks when inside or communicating with students, parents and colleagues. • Students in Year 4-6 are required to wear masks while indoors. • A small number of students will likely qualify for a mask exemption - all mask exemptions must be approved by the Principal or delegate. 	<ul style="list-style-type: none"> • Optional mask use by all when inside is encouraged, however it is not a requirement. • Staff at the school gate, road patrol and front facing to members of the public are to wear a mask. • All staff follow mask-wearing protocols around the local area, 	<p>Optional mask use by students and staff when inside (not a requirement)</p>



	<ul style="list-style-type: none"> • Staff or Year 1-3 can remove masks for direct teaching however are encouraged to wear them at all times and will wear them when alongside colleagues. • Optional mask used by younger students. • All staff wear a mask when entering and exiting the school grounds, greeting parents and students at the start and end of the school day. • In the school grounds (duty, PE, outdoor teaching etc.) staff are able to remove masks if able to maintain social distance. • All staff follow mask-wearing protocols around the local area, e.g. when entering shops/cafes etc. 	<p>e.g. when entering shops/cafes.</p>	
<p>Sickness during the course of the school day</p> 	<ul style="list-style-type: none"> • Constantly monitor the health of children in your class, if students appear unwell ask your team leader and/or the office for advice. • If there is a need to send learners to the sickbay, please let the office as they will need to be met and supported. • Parents will be contacted immediately by the office. • Do not send any children to the office until you have contacted ahead so that we are ready for their arrival. You will need to send the child with their bag etc. • Siblings of students displaying cold, flu or COVID-19 symptoms will be assessed also for the need to send them home. 	<ul style="list-style-type: none"> • Constantly monitor the health of children in your class, if students appear unwell then ask your team leader and/or the office for advice. • If there is a need to send learners to the sickbay, please let the office know as they will need to be met and supported. 	<ul style="list-style-type: none"> • Any unwell students sent to the sickbay
<p>External visitors and relievers</p>	<ul style="list-style-type: none"> • No non-essential visitors to access the school site. (Phased approach*) 	<ul style="list-style-type: none"> • Relievers can work across schools and classrooms. 	<ul style="list-style-type: none"> • No restrictions to visitors onsite, however they must

	<ul style="list-style-type: none"> All visitors' masks to be worn at all times, signing in using the Covid Tracer App and at the school office is expected. Relievers can work across schools and classrooms, they must wear a mask at all levels and be fully vaccinated (Phased approach*) 	<ul style="list-style-type: none"> CRT resumes as timetabled External visitors are requested to wear a mask. 	<p>sign in at the office as normal and are encouraged to use the NZ COVID Tracer App.</p>
<p>Whanau</p> 	<ul style="list-style-type: none"> No whanau onsite. (exception to visiting the OFFICE ONLY for essential business) Drop off and pick up zones operating for supported pickup and delivery of students. Pickup is at different entries/exits to reduce numbers gathering (Phased approach*) 	<ul style="list-style-type: none"> All whanau onsite are required to sign in using the NZ COVID Tracer App. Whanau entering site are required to wear a mask and remain 2 meters apart where possible. Whanau are not permitted in classrooms. Children must leave site immediately at the end of the school day. All Whanau and volunteers on EOTC and supporting classroom activities are required to meet the vaccination mandate. 	<ul style="list-style-type: none"> All whanau onsite are encouraged to sign in using the NZ COVID Tracer App. Whanau attending trips, overnight stays, camps, volunteering in classrooms or around school must sign in at the office and provide evidence of full vaccination.
<p>Groups / Learning Programmes</p> 	<ul style="list-style-type: none"> Classes should be organised to allow for physical distancing within reason (e.g. space on the mat, spread out in block etc.) Teachers, students and staff members should avoid mixing between teams. Learning programmes should continue as planned wherever possible with adaptations to allow for more space, taking learning outdoors, reducing crossing of Classroom where possible. 	<ul style="list-style-type: none"> Classrooms are encouraged to be organised to allow for a physical distancing within reason (e.g. space on the mat). Classrooms within Teaching Teams are able to collaborate within their own team to allow for greater collaboration amongst students. 	<ul style="list-style-type: none"> Teaching organisation returns to normal and teams can cross over schoolwide.

	<ul style="list-style-type: none"> • NO singing or Physical Activity indoors. 		
<p>Learning Support Programmes</p> 	<ul style="list-style-type: none"> • Teaching Aides to be part of one Team wherever practical and should limit cross over between teams. • Where possible TA's will work in classrooms and support student groups. • One to one support & small group programmes should occur outside whenever weather permits. 	<ul style="list-style-type: none"> • Learning support groups with students from across a team can again collaborate in well ventilated spaces. (Within Team) 	<ul style="list-style-type: none"> • Learning support groups can cross over teams.
<p>Break Times</p> 	<ul style="list-style-type: none"> • Staggered breaks to reduce congestions and avoid crossover between teams. Teams do not enter the playground until the team before is inside. • Eating outdoors • Should the weather mean eating can not take place outdoors the students should be seated, spaced out as much as possible and all doors and windows open. (Best Practice = 2m apart) 	<ul style="list-style-type: none"> • Staggered breaks to continue to limit cross over between teams. 	
<p>Staffroom & Admin area</p> 	<ul style="list-style-type: none"> • Access to the office area should be limited to essential needs only. Send a message to the office for supplies and support is preferable. • Having staggered breaks will reduced congestion in the staffroom area. Staff using the main staffroom are encouraged to avoid group crossing, lingering or gathering. • The staffroom will be a 'mask free' space for those needing it. 	<ul style="list-style-type: none"> • Physical distancing to be maintained by all staff while in the staffroom area. • Good ventilation maintained • Cleaning supplies readily available for regular cleaning of surfaces. 	<ul style="list-style-type: none"> • Regular use of the staffroom encouraged good hygiene practices.

	<ul style="list-style-type: none"> Physical distancing must be adhered to, masks worn in the administration block other than when seated to eat or drink (preferably outdoors) Windows and doors open for ventilation throughout administration block Disinfectant is available to wipe down any tables or areas you have used as you vacate. Hand sanitisers will be placed at areas that a shared (photocopier, alarm panel, kitchen) Weather permitting use outside eating space. Students not to access the staffroom. 		
<p>Behaviour</p> 	<ul style="list-style-type: none"> Behaviours to be managed as per normal classroom practice, team leader support accessed as needed and incidents entered using the REAL forms for SLT to review, monitor and provide support. If the behaviour is serious or continual SLT know. One of the SLT will enter your space with a mask and support the child. (*Phased approach) 	<ul style="list-style-type: none"> Behaviours to be managed as per normal classroom practice and follow the school's behaviour (REAL) procedures. 	<ul style="list-style-type: none"> Behaviours to be managed as per normal classroom practice.
<p>Home/Hybrid Learning</p> 	<ul style="list-style-type: none"> Home/Hybrid Learning programmes will only be provided for those required to self-isolate or those with complex medical needs and advised to remain offsite. (*Phased approach) 	<ul style="list-style-type: none"> Only for those required to self-isolate. 	<ul style="list-style-type: none"> Only for those required to self-isolate.

<p>Students with complex medical needs</p> 	<ul style="list-style-type: none"> • Whanau to seek advice from their health professional regarding whether attendance is advised. • Learning Support Coordinator (LSC) to work alongside whanau to develop a plan to support students learning at school or home. 	<ul style="list-style-type: none"> • Whanau to seek advice from their health professional regarding any additional precaution when leaving home and attending school. • LSC to work alongside whanau to develop a plan to support students to access learning at school. 	<ul style="list-style-type: none"> • Whanau to seek advice from their health professional regarding any additional precaution when leaving home and attending school. • LSC to work alongside whanau to develop a plan to support students to access learning at school.
<p>EOTC & Sports</p> 	<ul style="list-style-type: none"> • NO out of school sports • Each activity or event will need to be assessed against the Risk Mitigation Framework. (*Phased approach) • Ability to ensure NO interaction with other groups will be a key consideration. • Activities coming into school will need to meet the 'essential visitor' criteria. (*Phased approach) • NO CAMPs or overnight activities would meet the RMF requirements 	<ul style="list-style-type: none"> • Most EOTC & sports can go ahead with additional Risk Analysis and planning. 	<ul style="list-style-type: none"> • No restrictions
<p>Staff Meetings</p> 	<ul style="list-style-type: none"> • Monday morning briefings will be via an electronic alternative eg: google meets • All other meetings occur outside, online or in teams with expected masking, distancing and ventilation. 	<ul style="list-style-type: none"> • Whole staff meetings and TODs to occur with adequate spacing and ventilation. • Team meetings can occur inside if adequate spacing and ventilation or outside. 	<ul style="list-style-type: none"> • All meetings can occur inside ensuring there is good ventilation of the space.
<p>Accidents & Injury</p> 	<ul style="list-style-type: none"> • If a child is injured and requires more than a plaster &/or TLC they are to be taken to the office via entry by Room 6. • Deann/Vicky will triage and treat as appropriate. 		

	<ul style="list-style-type: none"> • It may be possible for some students to be treated outdoors. • Admin team will carry out a full clean of the sick bay after each student. 		
<p>Gatherings linked to the curriculum (Assemblies / whakataua)</p> 	<ul style="list-style-type: none"> • Team hui's are our largest gatherings. • Assemblies cannot occur at RED. • If there is a specific need for the whole team to gather this should be discussed with the Principal and will only be able to occur outdoors with physical distance and should only occur for <20 minutes. • Collaborative teaching can occur (however must not exceed 100 people). 	<ul style="list-style-type: none"> • Assemblies run outside (or online depending on weather) • No sharing of food and drink. • Distancing to be implemented 	<ul style="list-style-type: none"> • Assemblies can occur indoors with increased ventilation.
<p>Gatherings - not linked to curriculum (e.g. gala, family BBQ)</p> 	<ul style="list-style-type: none"> • No non-curriculum events are to be held 	<ul style="list-style-type: none"> • Non-curriculum events can occur if outside and if deemed appropriate (vaccine passes required, following Ministry of Health guidelines for events) 	

Phased approach

As the number of infections in our school community increases, we will move to different stages of our succession planning to tighten identified areas to slow the spread within our community and protect the ability for the school to continue to provide as much BAU as possible.

MSS Covid Response Staged Plan

