

Dairy Flat School - Alert Level 3 Procedures

As the nation moves into ALERT LEVEL 3, we need to consider the ongoing safety, health and well being of our community. We are committed to ensuring safety and well being and ask staff, students and any visitors to take care of their own health and safety and the health and safety of others, while at school. This means following and cooperating with any reasonable health and safety instructions, policies and procedures including but not limited to those shown below. The following procedures will be put in place at Dairy Flat School.

Personnel onsite:

All persons on site must be well. Anyone with compromised immunity, living with vulnerable people in their bubble or who have signs of fever, flu or other illnesses must stay at home. Anyone showing these symptoms will not be allowed onsite. Students should not be returning to school if they are able to stay at home.

All persons onsite will fill in a form for the track and trace register. Please ensure that we have your correct contact details. Email the office with any changes so that we can update our register.

Alert Level 3 PROCEDURES	
Track and Trace Contact Register	<ul style="list-style-type: none"> • A Contact tracing register has been set up - (identify which children are in each teaching space, record when and who they have contact with during the day if that changes). • Forms from every person onsite will record COVID 19 declarations
Entry and pickup	<ul style="list-style-type: none"> • Principal and DP to supervise entry and exit of students - Carpark and entrances are supervised to ensure social distancing maintained • Parents Kiss and drop in the carpark - parents do not enter the site • Each bubble will have a 15 minute time slot allocated between 8:30 and 9:15 and between 2:30 and 3:15 for pick up and drop off. (please see below) • Admin area only accessible to staff
Students	<ul style="list-style-type: none"> • No student onsite unless their parent has completed the declaration form. • No student may be onsite if they are unwell • Students will be assigned a bubble and within that their own separate space. Each space will be supervised by two staff members each day. This may mean children have a different teacher than usual. <ul style="list-style-type: none"> ○ Each bubble will have 2 teachers and 8 students • Siblings kept together in the same space if possible • Students have assigned space - Stationery, device, headphones (no sharing)

	<ul style="list-style-type: none"> • <u>Students should bring their own device if possible</u> • <u>Students must bring a drink bottle and food for the day</u> • <u>Students can bring a piece of equipment or toy to play with at break times - for their exclusive use.</u> • Students will continue the online learning curriculum onsite with support and activities where individual supplies and equipment can be utilised. • Devices - students will be assigned a device to use.
<p>Health and Safety</p>	<ul style="list-style-type: none"> • There is a check in process for all persons on site • Visitors are restricted to cleaners, anyone who is providing essential services (i.e waste water, property contractors), and emergency services. <p>All persons on site should wash their hands after each break, before food and after using the bathroom</p> <ul style="list-style-type: none"> • Hygiene measures are the most important part for safety <ul style="list-style-type: none"> ○ Hand washing - Number 1 ○ Distancing - be vigilant ○ Cleaning • Symptoms that will prevent entry to a site - respiratory symptoms such as; <ul style="list-style-type: none"> ○ Head cold ○ Sneezing ○ Sore throat ○ Cough ○ Fever ○ In case of COVID -19 case - stay home - seek medical advice - alert Principal • Ensure physical distancing -two meters outside - One metre inside - (we will do our best to implement this in the knowledge that there may be times this is not possible - i.e an injury to a child or staff member that requires treatment) • Staggered day including different start times, break times and end of day times <ul style="list-style-type: none"> ○ List times; <ul style="list-style-type: none"> ▪ Red Bubbles (LZ1 and 2)- start 8.45 Break 9.45-10am, Break 11-11.20 lunch 12.45-1.05pm, Finish 2.45 ▪ Blue Bubbles (LZ3 and 4)- start 9am, Break 9.30 - 9.50, Break 11.20 - 11.40, lunch 1.05pm-1.25 , Finish 3pm ○ List toilet blocks open (LZ1/2 toilets, playground toilets) ○ LZ1/2 Students may use the field and turf - ensure 2 metre distance ○ LZ3/4 Students use the concrete areas and upper field - ensure 2 metre distance • Shared spaces closed - hall, library, playground equipment (balls, ropes, tyres, playgrounds) • Drinking fountains closed

	<ul style="list-style-type: none">• Cleaning and sanitising - Cleaning of shared surfaces is very important to prevent transmission of the virus.
In case of a possible COVID - 19 case at DFS	<ul style="list-style-type: none">• Any notification would be referred to MOH,• Affected individuals (had contact with the person) would be told initially as well as the BOT Chair.• We would follow MOH advice.