

13 May 2020

Kia ora koutou

Yesterday I mentioned that we are open for all our pupils at ACS from Monday 18 May. This letter contains more information you need as you prepare to send your child back to school. On Friday I will send out the last set of information. Please make sure you read this carefully and help us to look after everyone really well.

## **New Information Today**

### **Devices**

If you borrowed a school Macbook, iPad or Chromebook please drop this in to the school office on Friday 15 May (this week) between 9.30 and 1.00 pm. Remember the charging cord. We need to prepare and distribute these to the classrooms for Monday morning start. Don't forget to delete any photo's your child may have taken – it could be quite interesting at this end if you don't!?

**Start times** Monday 18 May:

**Primary classes** – children should be in class no later than 8.55am.

**Middle School** – pupils should be in their whanau class no later than 8.40am.

**Year 9 and 10** – pupils will be travelling to MGS for their regular technology classes on Monday afternoon 18 May. Parents will need to arrange to pick up their teen from the MGS site as usual at 3.20 pm.

### **Parent drop offs and pick ups**

At ACS we have determined that it will be fine for parents to drop off children to their classrooms as usual. Some schools are keeping parents outside the gate but we will welcome parents as usual. We feel that, especially for our younger pupils this will be an important thing for them. We do ask, for contact tracing needs, every parent who comes on site to drop off a child at the start of the day and pick up at the end of the day sign the contact tracing sheet at the classroom door. We will just need your first and last name. We have the contact detail in our database so you do not need to display these to the world. Please make sure you do this every time you are here.

If you would like to chat with other parents while at school, feel free but please remember the social distancing guideline – keep your social distance and enjoy catching up with other parents and whanau from the ACS community -but FIRST sign in on the classroom sign in sheet!

### **Visiting during the day**

If anyone comes on site during the day for any reason or length of time they MUST go to the office first and sign in at reception – no exceptions.

### **If your child is unwell**

Do not send them to school – we will send them straight back home again. This is a requirement of the Ministry of Health and an expectation from many of our families. We each have a part to play as part of the school community. We help to support each other by doing our part well.

### **Uniform**

It is the winter uniform term. Many families may not have all the uniform items. You have three weeks from Thursday to source these. We will expect all pupils to be in winter uniform by Monday June 8. Please feel free to talk with me if this causes an issue for you, we are here to help as best we can.

### **Remember**

- Physical distancing is a good precaution to prevent the spread of disease. Think 'moist breath zone'.
- Good hygiene practices and regular cleaning are important.
- Everyone should cough into their elbows and wash and dry hands frequently.
  - Regular cleaning of commonly touched surfaces is important.
  - Please continue to remind your children of these practices so that they are well practised when they get to school next week.
  - Any pupil or staff member must stay at home if they are sick, and we will send anyone home immediately if they show any symptoms of being unwell.
  - For more information about the public health measures at Alert Level 2, you can visit the covid19.govt.nz website: <https://covid19.govt.nz/>
- 
- I intend to send our full health and safety plan home on Friday via email. If you have any questions about our health and safety plan, or have a child who might be vulnerable to serious illness and would like to discuss a plan for them, please contact me.

Grace and peace.

Mark Richardson  
Principal