



Wilson School

COVID Safety Plan

Updated 26th April 2022



COVID-19 Protection Framework summary

Health measures common to all framework settings

Basic Hygiene

Includes good hand hygiene, cough, and sneeze etiquette, avoid touching your face, and regularly clean and disinfect surfaces. Use hand sanitiser at entrances to indoor spaces at Orange and Red.

If you are sick

Stay home and get tested. If you have cold, flu or COVID-19 symptoms, stay home. Call your doctor or Healthline on **0800 358 5453** for advice about getting tested.

Staff are to observe children on arrival, checking for symptoms. Those presenting as unwell will be asked to go home or arrange for parents or caregivers to come and pick up.

Case management

Cases of COVID-19 in a school will continue to be managed across the framework. Staff and students should follow public health guidance to identify who needs to self-isolate and get tested. Schools do not need to undertake contact tracing for their staff or students.

Ventilation

Indoor spaces should be well ventilated, for example by opening windows, doors, and any vents. If mechanical ventilation is used, make sure the ventilation system is regularly maintained.

Vaccination

The best way to reduce the risk of severe illness from COVID-19 is to be up to date with vaccinations. Vaccination is strongly encouraged.

[COVID-19 vaccination](#) | [Unite against COVID-19](#)

Contact Tracing

COVID-19 QR codes are required at Red, they are encouraged but not compulsory at Orange or Green. School will continue to display QR codes. Satellite classes need to display the QR code for the host school and record any visitors on their visitor register, including school staff/therapists who do not usually work in the room. The school also has other contact tracing measures, this includes all visitors and staff signing in and out on VizTab at Base School and student attendance registers on eTap.

COVID-19 Protection Framework Levels

| Green | Orange | Red |
|---|--|---|
| <p>There are some COVID-19 cases in the community, and sporadic imported cases. Community transmission will be limited, and COVID-19 hospitalisations will be at a manageable level. The health system will be ready to respond, including primary care, public health, and hospitals.</p> <p>Schools and kura are open for on-site learning for all students.</p> <p>Schools are prohibited from requiring students to be vaccinated to access education. This includes parents, caregiver and whānau supporting students and their learning.</p> | <p>There will be increasing community transmission that is putting pressure on our health system. The whole of health system will focus its resources, but can continue to manage primary care, public health, and hospitals. There may also be an increased risk for at-risk people.</p> <p>Schools and kura are open for on-site learning for all students.</p> <p>Schools are prohibited from requiring students to be vaccinated to access education. This includes parents, caregiver and whānau supporting students and their learning.</p> | <p>Action will need to be taken to protect both at-risk people and protect our health system from an unsustainable number of hospitalisations.</p> <p>Schools and kura are open for on-site learning for all students.</p> <p>Schools are prohibited from requiring students to be vaccinated to access education. This includes parents, caregiver and whānau supporting students and their learning.</p> |

Closing schools onsite is an unlikely option at all levels of the framework. However, it may be considered where there is a high volume of cases in a school or if there are high levels of staff absence due to illness or isolation.

Health measures by framework setting

| Measure | Green | Orange | Red |
|---|--|---|---|
| <i>Face Masks</i> | <ul style="list-style-type: none"> Masks are encouraged but not required, when inside at school Therapists in schools will need to follow the guidance provided by their professional bodies. | <ul style="list-style-type: none"> Masks are encouraged to be worn when indoors. Masks are strongly recommended to be worn at indoor gatherings with large numbers of students. Face masks are mandatory on school transport, however, the vast majority of our students are eligible for mask exemption. Therapists in schools will need to follow the guidance provided by their professional bodies. | <ul style="list-style-type: none"> All staff are to wear a mask when inside, masks can be removed outside however additional physical distancing should be practiced. Face masks are mandatory on school transport, however, the vast majority of our students are eligible for mask exemption. Therapists in schools will need to follow the guidance provided by their professional bodies |
| It is recommended that masks be a medical-grade mask (for example a Type IIR/Level2 masks or above). These include the widely available 'blue' medical-grade masks that many New Zealanders are already wearing. | | | |
| <i>Children with complex medical needs</i> | <ul style="list-style-type: none"> Encouraged to take additional precautions when leaving home. Parents, caregivers and students will need to work with the school to develop a plan to support attendance onsite. | <ul style="list-style-type: none"> Encouraged to take additional precautions when leaving home. Parents, caregivers, and students will need to work with the school to develop a plan to support attendance onsite. | <ul style="list-style-type: none"> Children with complex medical needs, can seek advice from their health professional about whether it is appropriate to come to school. Support for offsite learning will be provided for those who are advised to remain at home. |

| <i>Measure</i> | Green | Orange | Red |
|----------------------------|---|---|--|
| <i>Physical distancing</i> | <ul style="list-style-type: none"> Physical distancing is not a requirement. | <ul style="list-style-type: none"> Physical distancing is strongly encouraged, particularly from people you don't know. Activities with large numbers of students should take place in well-ventilated areas or outdoors if they are to go ahead. Satellite classes must follow the guidance provided for host school settings. Staff meeting will be held at base school with suitable distancing. | <ul style="list-style-type: none"> Physical distancing and groupings should be observed where practicable. Wilson School will operate within bubbles. Beyond classroom groupings physical distancing of 1 metre when indoors should be observed wherever practicable. Avoid bringing together large groups, stick to class groups where possible. At Base school all staff may use the staff room however limit one person to a table/sofa unless you can be seated with staff from your class. The library can be used as an additional area if necessary (good ventilation required). Satellite staff are requested to take breaks within the unit or outside and are not to access host school staffrooms. All staff meetings will be remote. |

| Measure | Green | Orange | Red |
|--|--|--|--|
| <i>Physical and cultural activities on site / use of playgrounds</i> | <ul style="list-style-type: none"> Playgrounds can be used (maintain good hand hygiene). Physical and cultural activities can go ahead on site (all other public health measures must be maintained including good hygiene practices). | <ul style="list-style-type: none"> Playgrounds can be used (maintain good hand hygiene). Physical and cultural activities can go ahead on site (all other public health measures must be maintained including good hygiene practices). Satellite units should follow guidance provided by host schools. | <ul style="list-style-type: none"> Playgrounds can be used (maintain good hand hygiene) but consider rostering use by different groups/bubbles to minimise congestion. Exercising, singing and use of wind instruments should be held outside wherever practicable or in well ventilated indoor spaces – these are higher risk activities when held indoors. Physical education classes and break time activities can include access to sports equipment, but hygiene practices should be observed before and after playing with equipment. Physical distancing is not possible in some activities. In these situations, extra emphasis on handwashing and drying before and after activities. Satellite units need to ensure they stay in their own bubbles and are not to mix with bubbles from host schools. |

| <i>Measure</i> | Green | Orange | Red |
|---|--|--|--|
| <i>Non-curriculum related events and activities</i> | <ul style="list-style-type: none"> There are no specific requirements at Green. | <ul style="list-style-type: none"> There are no indoor capacity limits. You are strongly encouraged to use allocated seating for large events or apply a maximum capacity limit based on the maximum number of people who could occupy the space if each person was one metre apart. Workers at indoor events and gatherings are required to wear masks. The same rules/guidance will also apply if you are hiring out your facilities. | <ul style="list-style-type: none"> Events should be limited Activities with large numbers of students should not go ahead. These rules will also apply if you are hiring out your facilities. |
| <i>External students onsite for inter-school activities</i> | <ul style="list-style-type: none"> Students from other schools are permitted to be on-site and must follow all health measures. | <ul style="list-style-type: none"> Students from other schools are permitted to be on-site and must follow all health measures. Large gatherings should be held outdoors or in well-ventilated spaces | <ul style="list-style-type: none"> No external students onsite for non-curriculum-related inter-school activities. |

| Measure | Green | Orange | Red |
|--|--|---|--|
| <i>Visitors</i> | <ul style="list-style-type: none"> There are no restrictions, on numbers of visitors on-site, but they should be captured in a visitor register as is normal practice. They must also meet any other health requirements applicable at the time. | <ul style="list-style-type: none"> There are no restrictions, on numbers of visitors on site, but they should be captured in a visitor register as is normal practice. All visitors, including parents and caregivers, if they do come onsite, are encouraged to wear a mask when indoors. They must also meet any other health requirements applicable at the time. | <ul style="list-style-type: none"> No non-essential visitors on site. All visitors, including parents and caregivers, if they do come onsite are required to wear a mask when inside |
| <i>Music, instruments, singing etc.</i> | <ul style="list-style-type: none"> Singing or using wind instruments can go ahead – physical distancing of one metre is recommended where practicable. | <ul style="list-style-type: none"> Singing or using wind instruments can go ahead – physical distancing of one metre is recommended where practicable. | <ul style="list-style-type: none"> Singing or using wind instruments should be held outdoors where possible as are a higher risk for transmission. |
| <i>Support services and agencies on site</i> <i>Eg, Ministry of Education, Education Review Office, NZQA, Police, Fire, Mobile Dental units</i> | <ul style="list-style-type: none"> There are no restrictions, but they should be captured in a visitor register as is normal practice. They must also meet any other health requirements applicable at the time. | <ul style="list-style-type: none"> There are no restrictions, but they should be captured in a visitor register as is normal practice. They must also meet any other health requirements applicable at the time. | <ul style="list-style-type: none"> Essential services should continue onsite including learning support services and other essential Ministry functions Minimise attendance on-site for non-essential services as much as possible. Those on-site should be captured in a visitor register as is normal practice. |

| <i>Measure</i> | Green | Orange | Red |
|---|--|--|---|
| <i>Teaching across schools and groups</i> | <ul style="list-style-type: none"> • Staff can work across more than one group/class of students within the school. • Staff such as relief teachers will be able to work across different schools. • As with all staff, they should closely monitor for symptoms, stay home if unwell, get tested if symptomatic. | <ul style="list-style-type: none"> • Staff can work across more than one group/class of students within the school. • Staff such as relief teachers will be able to work across different schools. • As with all staff, they should closely monitor for symptoms, stay home if unwell, get tested if symptomatic. | <ul style="list-style-type: none"> • Minimise as much as possible, staff working across groups/classes of students. However, if required to support the daily operation, staff can work in other areas of the school. • As with all staff, they should closely monitor for symptoms, stay home if unwell, get tested if symptomatic, use the COVID-19 tracer app. • Outreach – Teachers are able to visit other schools, ensuring they wear a mask, follow hand hygiene and do not visit if they are unwell. Plans will be discussed with receiving schools before visits. |
| <i>Daily Operation – Working within bubbles</i> | <ul style="list-style-type: none"> • Class groups can mix. | <ul style="list-style-type: none"> • Class groups can mix, taking precautions if within larger group sizes. • Satellite classes need to follow the guidance provided by host schools. | <ul style="list-style-type: none"> • Classes will be grouped within bubbles. Wherever possible staff and students within bubbles are to remain consistent. If staffing levels are critical this might not be possible and staff may need to be moved. • Roster the use of outdoor spaces to avoid bubbles mixing. Plan transport transition times carefully. |

| <i>Measure</i> | Green | Orange | Red |
|----------------------------------|---|---|--|
| <i>In-School Therapy</i> | <ul style="list-style-type: none"> There are no restrictions and normal practice can be followed. Advice from professional bodies is to be followed. To support the daily operation of the school, if staff absence is high, therapists may be asked to join class teams. | <ul style="list-style-type: none"> There are no restrictions and normal practice can be followed. Advice from professional bodies is to be followed. To support the daily operation of the school, if staff absence is high, therapists may be asked to join class teams. | <ul style="list-style-type: none"> Advice from professional bodies is to be followed. Therapists can visit classes, however, are restricted to the class groups they are assigned to and must not visit others. If staff absence is very high, therapists may be asked to join class teams to support the daily operation of the school. |
| <i>EOTC – trips & Visits</i> | <ul style="list-style-type: none"> Can go ahead but needs careful planning. | <ul style="list-style-type: none"> Can go ahead but needs careful planning. | <ul style="list-style-type: none"> All classes must stay on-site. Carefully selected visits can go ahead with permission if contact tracing can be maintained. |

| Our Bubbles – when required at Red | | | |
|---|-----------------|-------------------|---------------|
| Base Room 1,2,3 | Base Room 4,5,6 | Manuka 1&2 | Bayswater 1&2 |
| Windy Ridge 1&2 | AJHS 15&16 | Glenfield College | |

Managing in an emergency

Fire alarms and other emergencies may require you to either evacuate your buildings or move everyone inside. The priority in these situations is keeping students and staff safe from the threat arising through the emergency event – fire, flood, earthquake etc.

You will also need to ensure your health and safety plan can respond to other accidents or issues that may be faced in regard to health and safety, particularly if there are smaller numbers of staff on site. This includes having sufficient staff with first aid experience.

You should continue to operate practice drills as normal at green, orange and red.

COVID-19 Risk Assessment & Risk Mitigations – April 2022



Background Information

Update

We are currently operating under the 'Red' level of the COVID-19 Protection Framework.

From 5th April 2022 –

- There will be no specified level of vaccination required by the Government for drivers of school transport vehicles (SESTA).
- The education workforce will no longer be required to be vaccinated.
- Occupational Therapists and Physiotherapists are considered part of the health workforce and will continue to be required to be fully vaccinated.
- Further information can be found here –

<https://bulletins.education.govt.nz/bulletin/he-pitopito-k%C5%8Drero/issue/changes-to-the-covid-19-protection-framework/date/2022-03-23#:~:text=Moving%20forward,to%20do%20that>.

Risk Profile

- All current staff have received 2 COVID-19 vaccinations.
- 56.2% of staff have received a vaccination booster.
- 95.5% of the eligible population within Waitematā DHB are fully vaccinated.
- 19.5% of our staff team have had COVID-19.
- 11.6% of our students have had COVID-19.
- The school has a clear plan in place for operating within the COVID Protection Framework and has experienced significantly fewer infections in comparison to other Specialist Schools within Auckland
- Ventilation in classrooms has been tested, and all rooms have optimal indoor air quality (CO2 Levels between 420-999ppm). Staff are encouraged to keep doors/windows open and run activities outside where possible
- School will be unable to request vaccination status for new staff.

Risk reduction measures currently in place – when at Red Level

- Basic hygiene measures are encouraged, including hand hygiene, coughing and sneezing etiquette, face touching, regularly cleaning surfaces
- Contact tracing is in place
- Staff and students are encouraged to stay home if sick. Staff are closely monitoring students for symptoms in school. If a child is ill at school parents are requested to collect them
- Classrooms are well ventilated
- If there is a case in school, staff and parents of children who may have been in the same location are informed and asked to monitor for symptoms
- Staff are wearing masks when inside the building. Masks can be removed for eating/drinking or if outside. All masks worn in school are of a medical grade (Type IIR/Level 2 or above). These are provided for staff and readily available in school
- Hand sanitiser is readily available throughout the school
- The school is cleaned daily
- Parents of young people with complex medical needs are requested to seek medical advice about attending school
- Social distancing is encouraged where possible
- Limited EOTC visits are happening
- Visitors to the school are limited
- Singing is not allowed indoors
- The school is operating within bubbles, however, if required staff can work across bubbles. The students are not mixing bubbles



Health and safety planning

Our Planning – When at Red

| Considerations | What's in place? |
|---|--|
| Size of group and risk of exposure. | Students will be working within bubbles and won't be mixing. Staff will predominately be staying within bubbles, however, staff such as therapists will be working across the school. Relief staff will be working across the school. Outreach staff will be working across several schools. If staff absence is high, the school may need to move staff to different areas of the school to allow the daily operation to continue. Group sizes are small in comparison to mainstream schools and other industries. |
| How easy will it be to identify people who the student or staff member comes into contact with? | Contact tracing is enabled through attendance records, staffing records, and class lists. Visitors to school sign in via Viztab or sign-in sheets. School can quickly contact trace if required and are familiar with this process under the current climate. The school works closely with SESTA transport providers, information is shared if a positive case is linked to transport, making drivers or others sharing the transport aware of the risk. |
| Proximity between staff / students. | Staff are recommended to social distance wherever possible; we recognise that this is difficult for our students to understand. There are several tasks, such as personal care routines, that require proximity or physical contact. Staff are wearing medical-grade masks when working inside, these are being provided by the Ministry of Education and are widely available in school. |
| Interaction with people considered at higher risk of COVID-19. | There is interaction with people at higher risk of COVID-19. Any staff at higher risk will have received the COVID-19 vaccination under the government mandate, if they have not yet received the booster shot, they should do so. Wilson is a Specialist School; some students are vulnerable and have complex medical needs. They are at risk due to COVID-19. The vaccination is available for everyone aged 5 plus. School has run vaccination clinics to support this. |
| What is the risk of COVID-19 spreading in school. | To this point, the infection rate for Wilson School is low in comparison to other Specialist Schools. Most cases have been isolated, or the infection has been spread from a different location. The school is geographically spread across 6 locations, this also helps to prevent spread within the organisation. Satellite classes are also isolated away from the mainstream provision where they are located. |

Recommendation

The Special Education Principals' Association has met with the COVID Response Team to consider the current situation. The COVID Response Team feel the potential risk within schools is no higher for students than being in their local communities, this is due to the risk reduction measures in place.

Previous COVID-19 plans have included the use of vaccinations (under the government mandate) as a safety measure within school. The mandate will end from 5th April 2022. The risk from COVID-19 is still present in our communities and we continue to support vulnerable students.

At this stage, all staff are vaccinated against COVID-19. It is strongly recommended that staff continue to follow medical advice and keep up to date with booster vaccinations.

Recognising the increased risk to our vulnerable students, staff will be asked opt-in to complete twice-weekly surveillance testing, testing kits will be provided for this. This will continue until further advice and the risk assessment is revised.

Staff who have tested positive for COVID-19 will be exempt from surveillance testing for 28 days from the date of their positive case.

The following advice is provided for people who have had COVID-19

After you have recovered from COVID-19, you do not need to isolate as a Household Contact for 3 months, if someone else in your household tests positive during this time.

You should not have further COVID-19 tests for 28 days from when your symptoms started or when you tested positive, whichever came first.

After 28 days, if you get new symptoms, take a RAT. If it is positive, you would be considered a new case — you will need to re-isolate and follow the guidance for people who have COVID-19.

While you can get COVID-19 again at any time, the chance of reinfection in the 3 months after recovery is low.

If you take a PCR test in the 3 months following recovery, you are likely to get a positive result even if you do not have a new infection. This is because this type of test is very sensitive, and you still have the virus in your system. If you need a PCR test for any reason in this period, you can talk to your doctor about getting a medical exemption.