



Monday 15 February.

Kia Ora Whānau

Thank you for your support with Alert Level 2 at such short notice. Although it has been a wet start to our week, we thank you for respecting our procedures and for quick drop offs, scanning and signing in to ensure we follow the recommended Ministry of Health guidelines.

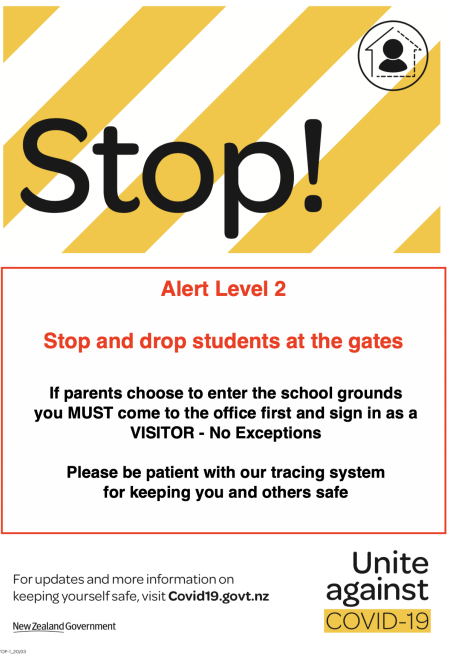
We remain open for all students to attend school. We have systems in place to ensure your child/ren are safe at school. These include maintaining high levels of regular hand hygiene with hand sanitizer and hand washing for every room. A full list of the Alert Level 2 procedures can be found [on our webpage](#). Thank you for your continued support and understanding in helping us adhere to Ministry guidelines and to join together to keep Covid-19 away.

Please remember that if your child is unwell we ask that they do not come to school.

Contact Tracing at Rototuna Primary School

Rototuna Primary has a number of school systems that will support thorough contact tracing onsite during Alert Level 2. This includes:

- Attendance Registers
- Timetables
- Visitors and whānau records at the main school office



Stop!

Alert Level 2

Stop and drop students at the gates

If parents choose to enter the school grounds you **MUST** come to the office first and sign in as a **VISITOR - No Exceptions**

Please be patient with our tracing system for keeping you and others safe

Unite against COVID-19

New Zealand Government

To maintain strong contact tracing whānau are expected to:

- Where possible we encourage whānau to not come on site and to farewell and greet your child/ren at home, at the school crossings or at the school gates.
- If you do enter the school site, you **MUST** first report to the school office and sign in as a visitor stating where in the school you intend to visit, for example outside your child's classroom. This relates to before school, during the school day and at the end of the school day if you are picking up your child. You must be patient and adhere to safe distancing whilst you wait. Please also ensure that you sign out at the office when you leave the school.
- If you are on site we expect that you will not socialise with other parents and caregivers.
- You will find this poster at all school entrances.

We have also completed our preparedness if NZ moves to Alert Level 3. This includes:

- Alert Level 3 Guidelines and Home Learning Guidelines

If the rest of NZ was to move to Alert Level 3 at short notice we will communicate with you via: your personal email, school facebook posts and provide regular updates of school communication on our school website: www.rototunaprimary.school.nz

During this time, let us be guided by our core values:

- **Manaaki:** be kind, caring, be understanding, and look after each other
- **Kaitiaki:** keep everyone safe and be respectful
- **Rangatira:** communicate, care about everyone's safety and wellbeing, follow guidelines and a reminder that you are all leaders
- **Wairua:** take care of your wellbeing, connect from a distance, rest on your time off, and do things that uplift you, talk to each other and your whanau
- **Whānau:** we will get through this together, stay united



We thank you for your ongoing support and cooperation.

Ngā Mihi
James, Kylie, Stacey and Tina