

COVID RESPONSE STAGES

Te Kura-ā-lwi o Whakatupuranga Rua Mano

The kura response to Covid will depend on the various scenarios that could play out within the kura community. The movement between the stages need to be fluid considering the volatile conditions we are currently facing due to Covid:

- The overarching consideration will be given to the safety of ākonga and kaiako, and whether the kura will be able to function on limited kaiako, in extreme cases.
- Staff, in consultation with the Ohu Whakahaere, will shift to **Stage 2** due to absences (ākonga and kaiako).
- The Ohu Whakahaere, in consultation with staff, will make the decision to switch over to *home based learning* (**Stage 3**) should it no longer be possible to run kura-based learning programmes.
- The Ministry of Education (MOE) will instruct kura to shut down in the event of a regional/local or national pandemic event.
- WRM have Cohorts, or **Teams**. Kura Teina and Wharekura. Kaimahi Tari, Ringawera and Kaitiaki-Whenua (Grounds People).

Stage 1
Kura is open to all
ākonga

Stage 2 (Kaiako)
Hybrid model of
learning
i.e. Kura & Home-based

Stage 3 (Ohu W)
Kura is open for
home-based learning
only

Stage 4 (MOE)
Kura is shut.
Limited learning
programmes
available

**If tamariki or kaimahi at WRM are officially confirmed as Covid positive
WRM will move our kura into Stage 3 (home-based learning)**

WRM COVID RESPONSE - STAGES 1-3

	Scenarios	Possible options
STAGE 1 Kaiako absent from kura due to being identified as a contact of Covid	<ul style="list-style-type: none"> If one teacher is absent from a Team (Kura Teina / Wharekura). If 3-4 kaiako across the kura from different Teams (Kura Teina and Wharekura). 	<ol style="list-style-type: none"> Designated relievers appointed to Team/s impacted. Tumuaki to help where needed, but will not work across Kura Teina and Wharekura. Learning support staff allocated to Teams impacted <p>*There are very few relievers available for our kura however we will attempt to develop a list of potential relievers that we can call upon.</p>
	<ul style="list-style-type: none"> If two kaiako are absent from one Team and a maximum of 4 kaiako across the kura. 	<ol style="list-style-type: none"> Designated relievers appointed to Teams impacted, but will not work across other groups Kaiako from other learning spaces help out in affected Teams. Tumuaki to help where needed, but will not work across groups. Learning support staff allocated to Teams impacted *as identified and stated above Ohu Whakahaere will decide to move kura over to a hybrid model of learning. Ie - catering for full home-based and onsite learning. <p>Kaiako have discussed this and have identified that as we are mostly of the same whānau (we often/mostly share the same bubbles as taura), 1 person identified as being COVID positive would expose many, if not most, to the virus.</p>
STAGE 2 Ākongā absent from kura due to being identified as a contact of Covid	<p>Up to 10% of our total taura numbers across the kura/in a Team ie. We have 170 taura at WRM in 2022 and 17 are at home isolating (10%) then we will follow this stage 2 process.</p>	<ol style="list-style-type: none"> Year 0-2: <ul style="list-style-type: none"> Hard packs sent home and updated/refreshed weekly. Where practical, ākongā may be able view kura/akomanga-based programmes (Google Meet/Zoom) Year 3-6: <ul style="list-style-type: none"> A hybrid between Yr 0-2 and Yr 3-6 programmes, depending on the needs of ākongā and whānau. Year 0-4: <ul style="list-style-type: none"> Hard packs sent home if requested. <ul style="list-style-type: none"> Where practical, ākongā may be able view kura/akomanga-based programmes (Google Meet/Zoom) <p>Years 7-13:</p> <ul style="list-style-type: none"> Online learning programmes <ul style="list-style-type: none"> These will be available to most, if not all Wharekura ākongā. All details will be on the Kura website along with the Distance Learning Timetable and information
	<p>20% across the kura ie. 34 tamariki.</p>	<p>Hybrid learning programmes come into effect</p>
STAGE 3 Home-based Learning	<p>Stage 1 - Current Red Alert Phase (See Government's Phases for response to Omicron)</p>	<ol style="list-style-type: none"> Kura has already surveyed the needs of parents/whānau for online/offline learning, however if whānau circumstances have changed please contact your kaiako or our tari asap.. IT technicians/Kaiwhakaako record ākongā who do not have devices, or faulty devices. Kaiako prepare several hard packs as per whānau feedback. Kaiako explain what online learning will look like to ākongā where applicable. Kaiako will make ākongā, mātua and whānau familiar with Zoom/Google Meet. Kaiako will prepare to switch over to online as appropriate to Year levels and hāpori needs.
	<p>Stage 2 - Hybrid model of learning</p> <ul style="list-style-type: none"> If we do not have enough staff on site to manage kura programmes 	<ol style="list-style-type: none"> Kura Guidelines are shared with the community. Hard packs are photocopied and sent out to whānau as requested. Online learning programmes continue for both home-based and school based programmes.

	<p>effectively and ākongā safety can no longer be sustained.</p> <ul style="list-style-type: none"> • High numbers of ākongā are absent • High numbers of ākongā and/or kaiako are absent. 	<ol style="list-style-type: none"> 4. Staff are allocated various responsibilities for school based learning & home-based learning. <i>(I haven't identified those responsibilities yet).</i> 5. Depending on number of ākongā/whānau affected <ul style="list-style-type: none"> • Ākongā will be grouped in <ul style="list-style-type: none"> ○ whānau cohorts, and then ○ In Learning levels • Cohorts (yet to be determined) will be attending on alternate days or school day could be broken into 2 half days.
	<p>Stage 3 - Only home-based learning (Decision to be made by the Ohu Whakahaere)</p>	<ol style="list-style-type: none"> 1. Home Based learning guidelines shared with the community. 2. Hard packs are photocopied and sent out to whānau as requested. 3. Online learning programmes continue for both home-based and school based programmes. 4. Staff are allocated various responsibilities for school based learning & home-based learning.

STAGE 4 (MOE)
Kura is shut. Limited learning programmes available

Key Personnel Absent	<ul style="list-style-type: none"> • Tumuaki 	<ol style="list-style-type: none"> 1. If on sick leave, Tumuaki Taituarā becomes acting Tumuaki. 2. If isolating, Tumuaki Taituarā leads on site in collaboration with Tumuaki.
	<ul style="list-style-type: none"> • Tumuaki Taituarā 	<ol style="list-style-type: none"> 1. If on sick leave, other staff support the Tumuaki where practical. 2. If isolating, Tumuaki and Tumuaki Taituarā collaborate while other staff support the Tumuaki where practical.
	<ul style="list-style-type: none"> • Tumuaki and Tumuaki Taituarā 	<p>If both are on sick leave, Pou Matua becomes acting Tumuaki. Collaborates with Kura Manager. If both are isolating, Pou Matua and Tumuaki collaborate while other staff support the Tumuaki where practicable.</p>
	<ul style="list-style-type: none"> • Pou o te kura 	<ol style="list-style-type: none"> 1. If on sick leave, another Team member becomes acting pou with the support from Tumuaki/Tumuaki Taituarā. 2. If isolating, Pou and Acting Pou collaborate while Tumuaki/Tumuaki Taituarā support where practical.
	<ul style="list-style-type: none"> • Administration 	<p>While in Stage 1 (kura open to all ākongā):</p> <ol style="list-style-type: none"> 1. All Admin staff, Tumuaki, Tumuaki Taituarā become familiar with key roles & responsibilities through the different Stages asap. <p>If 1 (of 3) Admin staff is on sick leave:</p> <ol style="list-style-type: none"> 1. Tumuaki/Tumuaki Taituarā, Pou Taituarā are rostered on to support the remaining Admin staff as much as possible. <p>If 1 (of 3) Admin staff is isolating:</p> <ol style="list-style-type: none"> 1. Admin staff collaborate and share duties/responsibilities onsite/online. 2. Admin staff to ensure they seek the correct setup to work from home. Ideally this is sorted in Stage 1 to ensure smooth transition to working from home. 3. Tumuaki/Tumuaki Taituarā, are rostered on to support the remaining Admin staff as needed. <p>If 2 or more Admin staff are on sick leave:</p> <ol style="list-style-type: none"> 1. Tumuaki/Tumuaki Taituarā, whānau support are rostered on to administer the office.

		<p>If all are absent, and 1 or more are in isolation</p> <ol style="list-style-type: none"> Admin staff will perform tasks online from home where practical. Admin staff collaborate with Tumuaki/Tumuaki Taituarā, and whānau support who are rostered on to administer the office.
	Caretaker	<p>Caretaker shares with Tumuaki/Tumuaki Taituarā and Pou, key roles, storing of supplies, etc asap.</p> <p>If on sick leave and/or isolating:</p> <ol style="list-style-type: none"> Caretaker ensures that keys are left at the kura tari. whānau Member assists with “caretaking duties” where possible. Tumuaki/Tumuaki Taituarā and/or whānau Support members assist with emergency cases, mowing lawns and moving heavy objects. Caretaker assists with ordering supplies.
	Cleaner	<p>If on sick leave and/or isolating:</p> <ol style="list-style-type: none"> External Provider. Green Acres will have their own procedures in order to keep our Kura safe. Admin to ensure they know Green Acres process if their staff that usually work at Kura are on sick leave / isolating.
	IT Technician	<ol style="list-style-type: none"> External Provider. Admin to ensure they know the IT Technician process if their staff that usually work at Kura are on sick leave / isolating.
Ohu Whakahaere	<ul style="list-style-type: none"> Ohu Whakahaere 	<ol style="list-style-type: none"> Under the current (Red) level, board members decide whether they will attend meetings online, or face-to-face. If sick due to Covid: Board member will be excused from hui etc. If isolating: Board members can join meetings/discussions online.
School buses (MOE contracts)	<ul style="list-style-type: none"> Affected bus routes 	<ol style="list-style-type: none"> Parents/caregivers need to be prepared for the possibility that school transport service is cancelled at some point over the next few months and that they need to have their own plan in place for transporting children to and from kura. WRM will be informed by the bus provider (TRANZIT). And kura will inform parents by email, Facebook, Facebook Messenger, Kura Phone App, Kura Pānui and word of mouth of any changes to bus transport. The Ministry is offering a Conveyance Allowance to support those eligible ākonga whose kura transport service has been cancelled for five days or more. WRM Admin staff will arrange for each affected student’s caregiver to receive the payment.
Ka Ora Ka Ako	<ul style="list-style-type: none"> Pou Ringawera 	<ol style="list-style-type: none"> If Pou Ringawera is on sick leave, Senior Ringawera carries out Ka Ora Ka Ako responsibilities. Senior Ringawera seeks cooking support from Kura support Staff (Merle and/or Robert or a whanau support person) If all ringawera are isolating, Tamariki will bring their own lunch to kura. If Kura is in Stage 3 (Home Based Learning only), Ka Ora, Ka Ako staff may be available to continue to prepare lunches and deliver to ākonga where and when essential and practical.

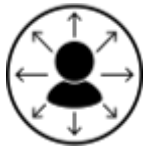
Phase Two

Cases have spread in the community so we need to minimise and slow further spread and assist our vulnerable communities.



Testing

- Rapid Antigen Tests (RAT) may be used in addition to PCR testing for symptomatic people and close contacts
- [Critical worker close contact exemption scheme begins](#): asymptomatic healthcare and critical workforce who are close contacts test daily using RATs.
- PCR testing to confirm diagnosis if positive RAT.



Case investigation and contact tracing

Digital technology is utilised more as cases grow – text via mobile phone and information via email. Support for those not digitally enabled.

Cases:

- Identified via positive PCR test
- Notified by text and directed to complete COVID-19 Contact Tracing form online Self-investigation tool increasingly targeting high-risk exposures (events or locations)
- Phone based interviews where required
- Household contacts identified, test required
- Cases are required to advise contacts and employers of positive status.

Contacts:

- Regular communication with household contacts
- Close contacts notified via text, directed to website, test on day 5 (non-household contacts self-manage)
- Push notifications (QR scanning), Bluetooth and Locations of Interest used to identify contacts
- [Close Contact Exemption Scheme](#) using RATS for critical infrastructure workers if needed.



Isolation and quarantine

Cases:

- Isolate for 10 days

Household contacts of a Case:

- Isolate until Case completes 10 days. Test Day 3 and Day 8

Close contacts:

- Isolate for 7 days. Test Day 5
- Extra support in place for health and critical workforces.

Contacts:

- Isolate for 7 days.
- Extra support in place for health and critical workforces.



Health and social support – care in the community

- **Cases using self-service where possible, ensure those with greatest need are being met**
- Support by local care coordination hub for those with a need for ongoing clinical care.
- Other people with lower clinical risks, may contact external providers.
- Support for most positive cases to isolate in their usual place of residence. Alternative accommodation options across the regions are still available.