



85 Homebush Road, Glentunnel, Selwyn District 7673, Canterbury, New Zealand.
Tel: 03-318-2717 MOE: 3352 principal@glentunnel.school.nz

Confirmed case of COVID-19 in the school

Saturday 5 March 2022

Kia ora koutou Parents/Caregivers of Mātai Rangatira,

I am informing you of a **confirmed COVID-19** case in our school. The **student** is in **Rm 5 (Yr 5/6)** and has been self-isolating since a confirmed Household positive test on Wednesday 2 March 2022 early evening. The student tested positive on Day 3 (Saturday 5 March) and has been at home isolating since Thursday 3 March. The student is currently well, which we are very grateful for.

The health and wellbeing of our children, staff and community is a top priority so we are closely following the Ministry of Health guidance for schools.

At Phase 3 of the Omicron response, only cases and household contacts are legally required to isolate. **As a school we now move to Phase 1 (see attached).**

Please continue to follow good practices when it comes to your own health and the health of your whānau.

What we're doing

- We are staying open.
- We are using public health measures to reduce the risk in our settings, including masks, physical distancing and ventilation.
- We have appropriate cleaning procedures in place.
- We are offering hard learning packs (paper instructions) should you wish to keep your child at home. Please let the class teacher know if you would like one of these packs. Please **email:**
Rm 2: anne@glentunnel.school.nz; Rm 3: jane@glentunnel.school.nz;
Rm 1: bronwyn@glentunnel.school.nz; Rm 4: ellice@glentunnel.school.nz;
Rm 5: dana@glentunnel.school.nz

What you need to do

- You and your whānau should be very vigilant about monitoring for symptoms.
- If any symptoms develop, get tested immediately.
- Then, stay at home until you receive a negative result, AND until you or your child is symptom free for at least 48 hours.
- Wear a face mask when out and about.
- Wash hands often with soap for 20 seconds and dry your hands completely.
- Wash your hands if you have been in a public place or after blowing your nose, coughing or sneezing.
- Avoid touching your face, and cough or sneeze into your elbow or cover your mouth with tissues.

- If you and your whānau haven't been vaccinated or boosted, please do so as soon as possible. You can [book online](#) or call 0800 28 29 26. It's free.

Symptoms of COVID-19

- A new or worsening cough.
- Sneezing and runny nose.
- A fever.
- Temporary loss of smell or altered sense of taste.
- Sore throat.
- Shortness of breath.

Less common symptoms include diarrhoea, headache, muscle aches, nausea, vomiting, malaise, chest pain, abdominal pain, joint pain, or confusion/irritability.

For more information, go to [the Unite Against COVID-19 website](#).

As always, I thank you for your support as a school community.

Ngā mihi nui,

A handwritten signature in black ink, appearing to read 'Ed Trotter', with a long horizontal stroke extending to the right.

Ed Trotter
Tumuaki/Principal

Glentunnel School Covid-19 Outbreak BCP Business Continuity Plan

Update 5.03.22

Preamble - The School Omicron Plan is based on an outbreak in Phases of the Omicron Covid-19 virus throughout the school affecting staff and students, which will directly impact on normal school operations and educational learning. Specific health measures will need to be put in place to mitigate further spread of infection. There are three phases to the operation based on MoE (Ministry of Education) and MoH (Ministry of Health) plans and cause of action. Please see the below plan and the attached MoH chart and MoE chart.

Phase ONE - School open for instruction. First confirmed case Saturday 5 March


- MoE and MoH conditions set and followed. Liaison with MoH and MoE how things are progressing with the outbreak. Follow recommendations and reduce the spread of infection
- Business as usual (BAU) at 90% with one or more positive infection and Household cases self-isolating. Impact on staff (5%) and students.
- Red traffic light settings followed and infection contained with home isolation of those affected. *At school: mask wearing Yr 4+ with staff and adults in these classes, good hygiene practice, reduced numbers in gathering, high ventilation.*
- Some staff and students are required to self-isolate at home. PCR or RAT tests (Day 3 & 10) used to indicate the person is clear of infection (10 days) to return to school after the recommended time.
- Relief teachers or inhouse school teachers (Mr Trotter, Miss Wilson) in to continue with our existing set-up of five classes, if the teacher is sick or isolating at home. Distance Learning packs used and potential devices if parents want their child to stay home. Physical school and hybrid learning a possibility for some isolating or choosing to stay home.
- Further encouragement for vaccination of school community and boosters.
- Learning will be a mixture of physical school and distance learning.
- School Pool **CLOSED** and drained. Kapa Haka will **NOT occur**. Bible in Schools will **NOT occur**.
- DJ's will continue afterschool. Monitor this gathering group - who, when and adult
- School Bus service will continue.

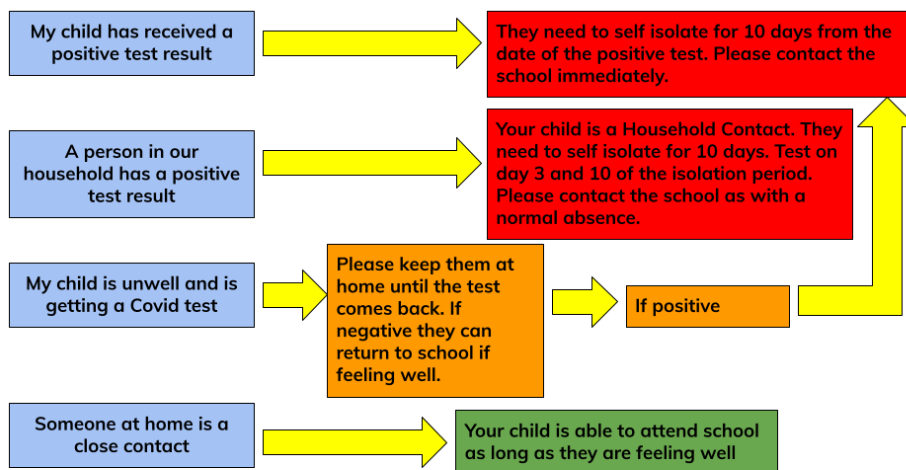
Phase TWO - School open for instruction.

- Business as usual is impacted at 60% with infection (61-120 in total) of staff (30% infected) and students. This number is all of our school staff and students as of the start of Term 1 Wednesday 2 February 2022. Business Continuity Planning engaged for staff.
- Red traffic light settings continued. Home isolation for the affected 61-120. *At school: mask wearing Yr 4+ with staff and adults in these classes, good hygiene practice, reduced numbers in gathering, high ventilation.*
- PCR tests and RAT (Rapid Antigen Tests) every 10 days used to indicate the person is clear of infection to return to school after the recommended time. MoH distribution and will direct.
- Significant reduction of physical schooling and the move to **TWO gatherings** (formerly bubbles). **GATHERING TEINA** - Rm 2 (NE & Yr 1) and Tuakana (Yr 2) to be taught as one class. Class located in Rm 2. Toilets used in the main block Boys and Girls.

- **GATHERING TUAKANA** - Rm 1 (Yr 3/4), Rm 4 (Yr 5/6) and Rm 5 (Yr 5/6) to be taught as one class. Class in Rm 4 used. Toilets to be used will be the school pool toilets. ORS students use their usual toilet. School Pool drained of water to reduce the risk of drowning.
- Staff will use two toilets -
- Main staff toilet (Teina gathering and Support Staff working in those classes, Admin);
- Disabled toilet - (Tuakana gathering and Support Staff working in these classes).
- Further encouragement for vaccination of school community and boosters.
- School Pool is closed and drained for swimming but open for toileting.
- DJ's will NOT operate. Kapa Haka will NOT occur. Bible in Schools will NOT occur.
- School Bus service will NOT operate
- Learning will move to Distance Learning while some students may be at physical school

Phase THREE - SCHOOL CLOSED for instruction. Business as usual is compromised, as Omicron has overtaken 80% of operation and 90% infection of the staff and students. PCR tests and RAT (Rapid Antigen Tests) used to indicate the person is clear of infection. Distance learning continues. Updates by the principal of next steps and whether a shift back in phases will occur. For example, Phase 3 to Phase 2.

Glentunnel School **Covid-19: Positive Test, Household Contact & Close Contact Flow Chart** 
 This flowchart is designed to help you in times of uncertainty. If needed, contact me, Ed Trotter on principal@glentunnel.school.nz or the School Office 03-318-2717. If your child is unwell, please keep them at home. If you are unsure what to do contact school or [Healthline 0800-611-116](tel:0800-611-116).



Covid-19 symptoms can include one or more of the following: a new or worsening cough; sneezing and runny nose; a fever; temporary loss of smell or altered sense of taste; sore throat or shortness of breath
 Things you can do to protect yourself through all phases: Stay at home if unwell; maintain good hygiene and physical distancing, continue mask wearing, scan and pass wherever you go; and get your COVID-19 booster shot.