**Buckland School**

**Managing Health and Safety while at Camp on Kawau Island at Red Level, Phase 3**

**COVID-19 Protection Framework (CPF)**

**Purpose of this document**

This document sets out the key principles and minimum public health requirements that define responsible, healthy and safe operations for Buckland Schools working under Red Level Phase 3, while at Camp Bentzon on Kawau Island.

The core principle behind this document is to protect the health and safety of all teachers, children and their parents who are attending.

Schools (BOT) as a PCBU have obligations under the Health and Safety at Work Act 2015 to ensure the health and safety of its staff, children and the public.  In considering the obligation of the Act, the school will conduct health and safety assessments as per any guidance provided by the Ministry and the Camp Managers. The school will consider the possible range of mitigations. The mitigations applied will need to be in response to the level of risk in the community which will be broadly determined by the CPF setting.

Public health measures at all CPF 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 Red.

**Contact tracing** – Schools/Camps are required to display QR Code posters for the NZ COVID Tracer App. They must also have other contact tracing systems in place, including an attendance register and visitor register.

**Vaccination** - getting vaccinated is a key step to gain more protection against the virus. From 1 January 2022, only fully vaccinated staff and support people can have contact with children and students.

**If children/adults are sick prior to camp** – they are to 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 each day, checking for symptoms. Those presenting as unwell will be isolated, have a RAT test and if necessary arrangements for them to go home will be made.

**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.

Case management across all CPF settings

Cases of COVID-19 will continue to be managed across the framework. Schools will work with the Ministry of Education, following public health guidance to identify who else may need to self-isolate and get tested.

**Red Level summary**

The overriding principles for [Red](https://covid19.govt.nz/alert-system/alert-level-2/) Level are:

* to minimise the risk that someone gets infected in the first place
* to ensure we can identify and contact anyone who has been in close contact with a person, if someone at camp is infected

**Detailed Information**

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| **Measure / risk** | **Red Level** |
| **Education outside the classroom (EOTC)** | As per Ministry of Education advice Education outside the classroom (EOTC) activities can go ahead but will need careful planning.  We have worked closely with the venue to ensure that any requirements for COVID are understood and can be met.  A Vaccine Pass is required by the school for adults attending camp and for trip venues. A vaccine pass for students who are 12.3yrs and over may also be required. |
| **Children with complex medical needs, particularly if not fully vaccinated** | Children with complex medical needs, can seek advice from their health professional about whether it is appropriate to attend camp.  Children at higher-risk of severe illness from COVID-19 (e.g. those with underlying medical conditions, especially if not well-controlled) are encouraged to take additional precautions when leaving home. Parents, caregivers and students will need to work with the school to develop a plan to manage their attendance at camp. Where possible a parent will be required to attend. |
| **Crossing boundaries and movement between schools and kura** | At present there are no different traffic-light zones therefore there will be no restrictions for students, and adults that prevents them from crossing between different traffic-light zones to attend camp. |
| **Vaccinated** | Only vaccinated people (paid and unpaid) will attend camp and have contact with students.  Staff and parents will also be expected to use the Covid Tracing App at camp and then again for each visit, e.g. ferry/Mansion House. |
| **Permission Slips, health forms, etc** | Parents must not send sick children to camp.  All forms will be completed, signed by parents and sent back to school, acknowledging the health risks associated with Covid-19 and their responsibilities for only sending students (or attending themselves) if healthy and free from any symptoms.  Forms will be checked, filed and taken on camp.  If possible the school asks that RAT test is completed and negative prior to attendance. |
| **Visitors** | No non-essential visitors will be at the camp.  Only our group will be at Camp Bentzon grounds with the Camp Bentzon staff. |
| **Cleaning at Camp** | All kitchen surfaces and areas in the camp that are used will be disinfected and cleaned daily, this includes door handles, toilets, etc.  Cleaning supplies will be available for frequent cleaning.  Gloves will be available for all cleaning of spaces.  Rubbish collection will be completed by adults.  Soap is available in toilet areas and sinks, sanitisers are in every indoor space.  Easy access to hand sanitiser will be at stations set up at the entrance and exit points of buildings. |
| **Masks** | Masks must be worn by all when indoors; in the kitchen and recreation room.  Masks will also be expected to be worn on the bus and ferry. (Those who are exempt will be encouraged to wear them but if unable to, will be seated away from others as much as possible.)  Face masks Type IIR/Level 2 masks) will be made available for all attending camp should they not have their own.  Masks will be required to be worn during the Mansion House visit. |
| **Ventilation** | Rooms and the Recreation room are to be well ventilated. Doors and windows are to be kept open.  Students should be outdoors wherever possible. |
| **Physical distancing** | There is no physical distancing requirement between group/adult members as we will be classed as one group.  When on trips physical distance from any members of the public will be needed.  Rooms have been allocated to students and adults. Students will not be allowed to visit others in rooms. All congregations must be done outside wherever possible.  Students, staff and adults should be far enough away from each other so that they are not breathing on or touching each other, coupled with good hygiene practices and regular cleaning of commonly touched surfaces. There does not need to be a specific measurement but where practicable 1 metre can be used as a guide, particularly between adults. Practice should be sensible. |
| **Daily Checks on Health** | School staff and parents are to observe students each morning, checking for symptoms.  Should there be a concern the student/adult will be placed in the room allocated for isolation.  A RAT test will be given. If positive, parents will be rung and arrangements made for the student to be taken off the island by the Water Taxi. ($150)  Other students who have been in the room (sleeping) will also be checked for symptoms and tested.  If deemed necessary they will be placed in separate rooms and monitored.  Adults handling the child must use a face mask, door will be shut and signage positioned on door notifying others of no entry.  The room they have waited in will be cleaned.  If the sickness is of a respiratory type they will be asked to wear a mask. Healthline will be contacted for advice 0800 358 5453 |
| **Shared Supplies** | Shared supplies and equipment are able to be used if students and staff are undertaking regular hand washing/sanitizing. |
| **Food Preparation**  **Meals** | Food will be prepared onsite and the MPI guidance on food safety will be checked.  All food to be served by adults.  Gloves and masks will be worn by those preparing food and those serving the food.  The school will ensure we meet all health and safety requirements.  Food will be eaten outside wherever practicable. |
| **Managing in an Emergency** | Fire alarms and other emergencies may require either evacuating the buildings or moving everyone inside. The priority in these situations is keeping students and adults safe from the threat arising through the emergency event – fire, flood, earthquake etc.  We will operate under the emergency guidance of Camp Bentzon. |