



COVID - 19 UPDATE

15 May 2020

Dear Parents and Whanau,

Important changes to Drop Off and Pick Up Procedures.

Under Level 2, the procedures for dropping off and picking up students will be different. The Ministry of Education has recommended that parents stay off school premises (for our school, this means outside of the gate) unless absolutely necessary. To accommodate this, we will be using the gravel area at the back of the car park as a designated 'Drop Off and Pick Up Zone'. **No cars will be allowed in this area.**

Drop Off Time (8.00am to 8.45am)

- All students, except children travelling by School Bus) enter the school via the back gate of the car park between 8.00am and 8.45am.
- All students apply hand sanitiser (supplied by the school) when entering the school.
- Parents can park their cars and bring their child to the 'Drop Off and Pick Up' Zone. Drew Campbell and Lynne Bracey will be there to meet and greet and take them through the school gate (if needed).
- Parents can also temporarily stop in the new designated 'Kiss and Go' area. Children walk from the car to the 'Drop Off and Pick Up' Zone and enter the school.

Pick Up Time (2.35pm to 3.00pm)

- Parents will pick up children either from the front gate (by the school bus) or from the 'Drop Off and Pick Up Zone' at the back of the car park.
- To minimise congestion, pick up time is extended to 2.35pm - 3.00pm.

- June Malcolm and Liam Carroll will be on duty at the Front Gate. Children will not be allowed out of the gate until a parent has been sited and the bus has departed.
- Drew Campbell and Judi Scrimgeour will be on duty at the Back Gate.
- Please be mindful of physical distancing etiquette in the 'Drop Off and Pick Up Zone'. If it is crowded, please stay in your car until it clears.
- Children will have their hands sanitised in their classroom on their way out.
- Please make sure your child knows which gate you are picking them up from.

We expect Drop Off and Pick Up times to take longer than usual. We ask for your support, patience and kindness during this time.

Keep safe and be kind to one another.

Ngā mihi

Drew Campbell - Principal