



Rotorua SDA School Board Pandemic Action Plan:

The following actions comprise the Pandemic Action Plan specifically updated for COVID-19 (Omicron) February 2022.

1. The Ministry of Health is the lead organisation. Rotorua SDA School will follow **all** Health advice and directives including any directive from public health to close the school or manage positive cases or close contacts (ongoing)
2. The Ministry of Education is the second lead agency. Rotorua SDA School will follow **all** MoE advice and directives (ongoing)
3. Principal has already established (at commencement of Term 1) and will maintain (ongoing) regular communications with parent and whanau community in line with MoH & MOE advice and the COVID-19 Protection Framework
 1. School Facebook page
 2. Personal emails to parents/whanau
 3. Website notices if a significant event (eg school closure)
 4. Other media, e.g. Google Classroom, Seesaw
4. Principal will provide high-quality, regular, accurate information for staff/parents/whanau via communication links - facebook, email and text (ongoing)
5. Staff will update the school Emergency Contact database. (Term 1 2022)
6. Ensure cleanliness in all school facilities is of a high standard. (ongoing)
7. Teachers will foster improved personal hygiene habits in staff and pupils including hand hygiene, mask use for years 4-8, cough & sneeze etiquette. (ongoing)
8. School communications will ensure parents/whanau are regularly reminded that all sick/ill students and staff **MUST** stay at home as per MoH/MoE requirements/advice. (ongoing)
9. Principal and teaching staff have a plan for home learning/distance learning/hybrid learning should individual or groups of students be required to stay at home
10. Principal and teaching staff implement home learning/distance learning in the event of classroom or full school closure.
11. Principal will develop a plan when required for reopening of the school in conjunction with public health advice
12. Principal ensures that the School Pandemic Procedure is up-to-date on website

FORMULATED BY: Rotorua Seventh-day Adventist School Board

APPROVED: Board Chair/Presiding Member Victoria Finch

22nd February, 2022