



# GREEN BAY SCHOOL

RespectWhakaute PositivityMatika InitiativeAuahatia

28 April 2022

Dear Parents/Caregivers

Parent/caregiver protocols under Orange effective Monday 2 May 2022:

1. School starts at 8.50am and finishes at 2.55pm, all students to be in uniform and Y4–8 students are still encouraged to wear their face mask indoors.
2. All school gates (including junior carpark gate) will open at 8.30am and 2.50pm daily.
3. Main office gate will be unlocked (but shut) all day. For Health and Safety reasons, all other school gates will be locked from 8.50am until 2.50pm. Late comers and parent/caregiver visitors need to sign in at the school office.
4. We have been very impressed with our students entering and exiting the school on their own during last term, giving them a sense of independence and responsibility. Please continue to support this independence.
5. All parent/caregivers are now able to enter the school grounds to drop off and pick up their children. We strongly encourage the wearing of face masks whilst on the school grounds, keeping us all safe.
6. No lunch orders or breakfast club will be available.
7. As we are an Enviro school, please promote/provide a 'litterless' lunchbox for your child.
8. Every child must bring their own water bottle to school every day (no sharing of food or water).
9. All students will be dismissed at 2.55pm. School gates will be unlocked at 2.50pm. Please have after-school pick-up plans in place.
10. Continue with good hygiene practices; wear your face mask, regular hand washing/sanitising, cough and sneeze etiquette, if you are sick with [COVID-19 symptoms](#), please get tested. If your child is sick, please keep them home.
11. Continue to advise school whenever there is a positive case within your household.
12. If a child is sent to the sickbay from the classroom due to being unwell, you will be telephoned to collect your child from school.
13. If you need to contact your child's classroom teacher, please do so via email.
14. Be kind and respectful to each other.

**These protocols are subject to change as we get further information.**

**Thank you for your continued support, understanding and patience.**

Regards

Anand Muthoo  
***Principal***  
**Green Bay School**