

OXFORD AREA SCHOOL COVID-19 Protection Framework (CPF)

At Oxford Area School we follow the guidance provided by the Ministry of Education to ensure that we apply public health measures, case management (if/when appropriate) and consider additional mitigations to ensure the safety of our students, staff and wider community. Our efforts will focus on preventative measures and what we can control on site, in order to be in the best position to respond, localise and minimise the effect of any outbreak. For further information please [follow this link](#).

Overarching description	Green	Orange	Red
	<p>There are some COVID-19 cases in the community, and sporadic imported cases. Community transmission will be limited, and COVID-19 hospitalisations will be at a manageable level.</p> <p>The health system will be ready to respond, including primary care, public health, and hospitals.</p> <p>Schools and kura are <u>open</u> for on site learning for all students.</p> <p>Schools are prohibited from requiring students to be vaccinated to access education. This includes parents, caregiver and whānau supporting students and their learning.</p>	<p>There will be increasing community transmission that is putting pressure on our health system.</p> <p>The whole of health system will focus its resources, but can continue to manage primary care, public health, and hospitals. There may also be an increasing risk for at-risk people.</p> <p>Schools and kura are <u>open</u> for on site learning for all students.</p> <p>Schools are prohibited from requiring students to be vaccinated to access education. This includes parents, caregiver and whānau supporting students and their learning.</p>	<p>Action will need to be taken to protect both at-risk people and protect our health system from an unsustainable number of hospitalisations.</p> <p>Schools and kura are <u>open</u> for on site learning for all students.</p> <p>Schools are prohibited from requiring students to be vaccinated to access education. This includes parents, caregiver and whānau supporting students and their learning.</p> <div data-bbox="1559 979 2018 1193" style="border: 1px solid black; padding: 5px;"> <p><u>Open</u> is unique to each school and how education is delivered could look different in response to the impact the spread of COVID-19</p> </div>

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 Orange and Red. [Maintain good hygiene | Unite against COVID-19 \(covid19.govt.nz\)](#)

Contact tracing - schools 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. [COVID-19 Health and safety guidance – Contact Trace](#)

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. [COVID-19 Health and safety guidance – Vaccination](#)

If you are sick – 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 on arrival, checking for symptoms. Those presenting as unwell will be asked to go home or arrange for parents or caregivers to come and pick up.

Principals at state and state-integrated schools have authority to preclude a student from attending if they believe on reasonable grounds, they may have a communicable disease under section 77 of the Education and Training Act 2020. See [Guide to Legal Powers](#)
[COVID-19 symptoms | Unite against COVID-19](#) (including links to information on symptoms in other languages other than English)

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. [Ventilating schools – Education in New Zealand](#)

Case management across all CPF settings

Cases of COVID-19 in a school 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. Contact tracing systems will support this process. Letter templates and other supports will be provided, to assist with communications to the community.

Closing schools onsite is an unlikely option at all levels of the framework. However, it may be considered where there is a high volume of cases in a school.

Where confirmed cases occur within a school or kura, it may be necessary to group **Year 0 – 8** students by classrooms to limit the risk of transmission. These groups should not intermingle where practicable. There is no fixed limit on the maximum size of classroom groups (for example, one room in a modern learning environment can be considered one group).

All **Year 9 to 13** students operate as normal unless public health advice requires stable groupings to be implemented.

[Schools connected to a confirmed case – Education in New Zealand](#)

Detailed information

Measure / risk	Green	Orange	Red
Children with complex medical needs, particularly if not fully vaccinated	<p>Encouraged to take additional precautions when leaving home.</p> <p>Parents, caregivers and students will need to work with the school to develop a plan to support attendance onsite.</p>	<p>Encouraged to take additional precautions when leaving home.</p> <p>Parents, caregivers and students will need to work with the school to develop a plan to support attendance onsite.</p>	<p>Children with complex medical needs can seek advice from their health professional about whether it is appropriate to come to school.</p> <p>Support off site learning will be provided for those who are advised to remain at home.</p>
Crossing boundaries and movement between schools and kura	<p>No restrictions for children, students, and staff that prevents them from crossing between different traffic-light zones to access their education provider. Parents/caregivers will be permitted to accompany children/students to attend school.</p> <p>Targeted local lockdowns, if initiated, may restrict movement across boundaries.</p>		
Staff must be fully vaccinated by 1 January 2022 (and had one dose by 15 November 2021)	<p>Only vaccinated workers (paid and unpaid) can have contact with children and students.</p> <p>This includes home-based educators, and all those support people in schools such as teacher-aides, administration and maintenance staff and contractors. An onsite register is to be maintained. COVID-19 Required Vaccinations Order – Education in New Zealand</p> <p>In rare medical situations, some people may be able to apply for a temporary medical exemption from being vaccinated against COVID-19.</p> <p>There are very few people that are unable to get a vaccine due to medical grounds and exemptions should be limited to situations where a suitable alternative COVID-19 vaccine is not readily available for the individual. Ministry of Health - Temporary medical exemption process,</p>		
Face coverings	<p>Face coverings are encouraged but not required, when inside at school.</p>	<p>Face coverings are encouraged but not required, when inside at school.</p>	<p>Face coverings must be worn when indoors by ākonga receiving</p>

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<p>This must be a mask. It is recommended that masks are medical grade (eg Type IIR/Level 2 masks or above). Scarves, bandannas and pulled up t-shirts are no longer suitable.</p>	<p>Nurses in schools and other health professionals will need to follow their own industry guidance for using PPE.</p>	<p>For all ākonga aged 12 and upwards face coverings are mandatory on school transport, and when accessing public venues, student health and campus retailers – such as food providers / canteens.</p> <p>Nurses in schools and other health professionals will need to follow their own industry guidance for using PPE.</p>	<p>education in Years 4 and above and any staff member working to provide, or support the provision of, that education.</p> <p>Face coverings are not required to be worn in schools by staff or students, for Years 1 – 3.</p> <p>All staff and Y4+ students are required to wear a mask while indoors. The exception to this is those working in a classroom with year 0-3 students. In this instance, those staff can choose to wear a mask.</p> <p>A pragmatic approach may be needed for any situation where there are a mixture of year levels where some students are not required to wear face coverings, and others are. For example, if students are predominantly Year 3 and below but with some Year 4 – 8 students also, face coverings could be optional.</p> <p>For all ākonga aged 12 and upwards face coverings are mandatory on school transport, and when accessing public</p>

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			<p>venues, student health and campus retailers – such as food providers / canteens.</p> <div data-bbox="1579 311 2020 443" style="border: 1px solid black; padding: 5px;"> <p>It is expected students from year 4 up wear a mask on school transport.</p> </div> <p>Nurses in schools and other health professionals will need to follow their own industry guidance for using PPE.</p>
Physical distancing	Physical distancing is not a requirement.	Physical distancing is not a requirement.	<p>Beyond classroom groupings physical distancing of 1 metre when indoors should be observed wherever practicable.</p> <div data-bbox="1579 837 2020 1340" style="border: 1px solid black; padding: 5px;"> <p>Groupings will be established to reduce potential contact. Indoors this will be teaching pairs from years 0-8. Outdoors this will be:</p> <ul style="list-style-type: none"> - Year 0-3 - Year 4-6 - Year 7-8 - Year 9-13 <p>Staggered break times will occur to reduce congestion and improve distancing of groupings.</p> </div>

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			Large groups of students meeting indoors should be avoided including assemblies, prize giving and performances.
Distance Learning	Schools and kura will support off site learning for those required to self-isolate or waiting for a test result. Support will also be required for children with complex medical needs, especially if not fully vaccinated, and who are learning from home following advice from a health professional.		
Physical and cultural activities onsite / use of playgrounds	Playgrounds can be used (maintain good hand hygiene). Physical and cultural activities can go ahead on site (all other public health measures must be maintained including good hygiene practices).	Playgrounds can be used (maintain good hand hygiene). Physical and cultural activities can go ahead on site (all other public health measures must be maintained including good hygiene practices).	Playgrounds can be used (maintain good hand hygiene) but consider rostering use by different groups to minimise congestion. <div data-bbox="1579 726 2022 863" style="border: 1px solid black; padding: 5px;">Staggered break times for groupings to reduce congestion around playgrounds.</div> Exercising and singing must be held outdoors. Physical education classes and break time activities can include access to sports equipment, but hygiene practices should be observed before and after playing with equipment. Physical distancing is not possible in some sporting activities. In these situations, extra emphasis on handwashing

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			<p>and drying before and after activities. See further below for singing and musical instruments.</p>
<p>Curriculum related activities - including technology centres, examinations, assemblies and shared facilities across schools</p>	<p>You cannot require proof of vaccination.</p>	<p>You cannot require proof of vaccination.</p> <p>Large activities with students, if they are to go ahead, should take place in well-ventilated areas or outdoors.</p> <p>Similarly, consider whether any other activities where students might closely congregate indoors in large numbers should go ahead. If they do, they will need careful planning.</p>	<p>You cannot require proof of vaccination.</p> <p>Large activities with students should not go ahead unless held outdoors.</p> <p>Where other students are coming onsite for learning, 1m physical distancing should be applied where practicable.</p> <p>Examinations will require 1.5m physical distancing.</p>
<p>Non-curriculum related events</p>	<p>If bringing others onsite for events, including parents and caregivers, any general rules for events and activities applicable at the time, will apply.</p> <p>These rules will also apply if you are hiring out your facilities.</p> <p>You are able to require proof of vaccination in line with the</p>	<p>Events may only go ahead if a vaccination certificate is required.</p> <p>If bringing others onsite, including parents and caregivers, any general rules for events applicable at the time, will apply.</p> <p>These rules will also apply if</p>	<p>Events should be limited and may only go ahead if a vaccination certificate is required.</p> <p>If bringing others onsite, including parents and caregivers, any general rules for events applicable at the time, will apply.</p>

Measure / risk	Green	Orange	Red
	<p>general rules for events applicable at the time.</p> <p>Further advice for sporting events will be developed.</p>	<p>you are hiring out your facilities.</p> <p>Further advice for sporting events will be developed.</p>	<p>Further advice for sporting events will be developed.</p>
<p>External students onsite for inter-school activities</p>	<p>Students from other schools are permitted to be on site and must follow all health measures.</p>	<p>Inter-school activities not related to the curriculum should be limited or not go ahead.</p> <p>For curriculum related activities, if they do go ahead, physical distancing of 1 metre should be observed wherever practical.</p>	<p>No external students onsite for non-curriculum related inter-school activities.</p> <p>For curriculum related activities, if they do go ahead, physical distancing of 1 metre should be observed wherever practical.</p>
<p>Education outside the classroom (EOTC)</p>	<p>Education outside the classroom (EOTC) activities can go ahead but will need careful planning. Targeted local lockdowns, if initiated, may restrict movement across boundaries.</p> <p>Along with your usual risk management approach you will need to consider:</p> <ul style="list-style-type: none"> ● the importance of protecting those vulnerable to respiratory illness – do you know who on your staff, in your volunteers and in your student population may be at greater risk? ● if someone were to become ill with a serious illness, are you able to respond to that, including the ability to isolate that person while you seek advice from a medical professional? ● work closely with the venue to ensure that any requirements for COVID are understood and can be met. This could include capacity limits and whether a Vaccine Pass is required by the provider. 		

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Visitors	<p>There are no restrictions on numbers of visitors on site, but they need to be captured in a visitor register or other system, to support contact tracing.</p> <p>They must also meet any other health requirements applicable at the time.</p>	<p>There are no restrictions on visitors on site, but they need to be captured in a visitor register or similar, to support contact tracing.</p> <p>They must also meet any other health requirements applicable at the time.</p>	<p>No non-essential visitors on site.</p> <p>All visitors, including parents and caregivers, if they do come onsite should wear face coverings when on school grounds.</p> <div data-bbox="1579 454 2027 1133" style="border: 1px solid black; padding: 5px;"> <p>Encourage drop offs and pickups to be at the school gate to minimise congestion. Some parents may need to come on site to settle a new entrant to their classroom and at the end of the day for years 0-3 students.</p> <p>We encourage students to be dropped off closer to 9am, but after 8.45am (not from 8.30am).</p> <p>Student pickups are to be completed by 3.15pm. Years 0 - 3 students can be picked up from 2.45pm outside their classroom to minimise congestion.</p> </div> <p>Consider how you might monitor entrances to minimise non essential visitors from coming on site. One entry point may be the most practical way to manage visitors, coupled with staggered starts.</p>

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<p>Support services and agencies on site</p> <p>including Ministry of Education, Education Review Office, NZQA, Police, Fire, Mobile Dental units etc</p>	<p>There are no restrictions, but staff must be captured in a visitor register or other system, to support contact tracing.</p> <p>They must also meet any other health requirements applicable at the time.</p>	<p>There are no restrictions, but staff must be captured in a visitor register or other system, to support contact tracing.</p> <p>They must also meet any other health requirements applicable at the time.</p>	<p>Learning support services continue.</p> <p>Minimise attendance on site for non-essential services as much as possible.</p> <p>Those on site must be captured in a visitor register or other system, to support contact tracing and must meet any other health requirements applicable at the time.</p>
<p>Teaching across schools and groups</p>	<p>Staff are able to work across more than one group/class of students within the school.</p> <p>Staff such as itinerant music teachers and relief teachers will be able to work across different schools.</p> <p>As with all staff, they should closely monitor for symptoms, stay home if unwell, get tested if symptomatic, use the COVID-19 tracer app.</p>	<p>Staff are able to work across more than one group/class of students within the school.</p> <p>Staff such as itinerant music teachers and relief teachers will be able to work across different schools.</p> <p>As with all staff, they should closely monitor for symptoms, stay home if unwell, get tested if symptomatic, use the COVID-19 tracer app.</p>	<p>Minimise as much as possible, staff working across groups/classes of students.</p> <p>Unless they are fully immunised (now defined as at least seven days after second dose) and wearing face coverings, staff such as itinerant music teachers and relief teachers will not be able to work across different schools.</p> <p>As with all staff, they should closely monitor for symptoms, stay home if unwell, get tested if symptomatic, use the COVID-19 tracer app.</p>

Measure / risk	Green	Orange	Red
Libraries	Operate as normal.		
Shared supplies	Shared supplies and equipment are able to be used if students and staff are undertaking regular hand washing and staying away if sick.		
Music, instruments, singing etc.	Practices and rehearsals can go ahead – physical distancing of one metre is recommended where practicable especially for higher risk activities such as singing and using wind instruments.	Practices and rehearsals can go ahead – physical distancing of one metre is recommended where practicable especially for higher risk activities such as singing and using wind instruments.	For singing, participants must be outside and two metres distant from each other. No singing should take place inside. Wind instruments not to be shared and limited to home use, or outside only.
Drinking fountains	OK to use at any CPF setting. Follow usual safety precautions (regular cleaning, don't touch mouth to metal, wash hands regularly).		Students are encouraged to bring a drink bottle to school to fill up from the fountains
Food preparation	If you prepare food onsite you must check the MPI guidance on food safety and ensure your school and any suppliers meet all health and safety requirements. MPI guidance on food safety(external link)	If you prepare food onsite you must check the MPI guidance on food safety and ensure your school and any suppliers meet all health and safety requirements. MPI guidance on food safety(external link)	If you prepare food onsite you must check the MPI guidance on food safety and ensure your school and any suppliers meet all health and safety requirements. Food should be eaten outside wherever practicable at Red. MPI guidance on food safety(external link)
Homestays	The regulatory provider must be vaccinated.		

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Examinations	<p>Examinations can operate when a school or kura is open with public health measures in place. All exams including NCEA, Scholarship, Cambridge and International Baccalaureate exams are able to proceed at all CPF settings but must have a range of public health measures in place.</p> <p>NZQA has disseminated information including a detailed checklist about managing NCEA and Scholarship exams. Please contact them if you haven't received this information.</p> <p>Students from other schools are able to attend on site, in order to sit their exams.</p>		
Managing in an emergency	<p>Fire alarms and other emergencies may require you to either evacuate your buildings or move everyone inside. The priority in these situations is keeping students and staff safe from the threat arising through the emergency event – fire, flood, earthquake etc.</p> <p>You will also need to ensure your health and safety plan can respond to other accidents or issues that may be faced in regard to health and safety, particularly if there are smaller numbers of staff on site. This includes having sufficient staff with first aid experience.</p> <p>You should continue to operate practice drills as normal at green, orange and red.</p>		
Managing staff under the COVID-19 Protection Framework			
School/kura closed due to COVID-19 outbreak	Staff paid as usual and move to online learning delivery.		

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Managing staff leave	<p>All staff would be subject to their usual sick leave entitlements</p> <p>In the event of a staff member being sick with COVID-19 or caring for a dependant who is sick with COVID-19, sick leave applies. Staff who contract COVID-19 are eligible for disregarded sick leave.</p> <p>A staff member who is self-isolating, or caring for a dependent who is self-isolating, should be provided discretionary paid leave.</p> <p>A staff member who has underlying health conditions and/or a medical exemption may need to work with the school to mitigate the risks associated with their conditions. Mitigation of these risks will need to consider the setting of COVID-19 exposure in the community.</p>		
Health and Safety	<p>Schools, as a 'person conducting a business or undertaking' (PCBU), have obligations under the Health and Safety at Work Act 2005 to ensure the health and safety of its staff, children and the public.</p> <p>In considering the obligation of the Act, schools and kura will need to conduct health and safety assessments as per guidance provided.</p> <p>The school will need to 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.</p>		
Workers who carry out work at or for a registered school or hostel	<p>These staff must follow the mitigating requirements at each CPF setting for the registered school or hostel when carrying out their work and students/children are also present.</p> <p>Note that individual registered schools or hostels may have additional mitigations under their Health and Safety planning which must also be followed.</p> <p>This includes hostel workers, learning support staff, school bus drivers, volunteers, and external providers.</p>		