



Wairau Intermediate School

Board of Trustees Additional Meeting, 15 November 2021 – via Google Meet

MINUTES

Board Members Present

Yolanda East, Principal
Nicolette Hansen, Chair
Ryan Pilkington, Staff Rep
Jonathan Stirling, Parent Rep
Michelle Webb-Atkinson, Parent Rep
Rachael Findlay-Clarke, Parent Rep
Natalee Scripps-Hawkins, Parent Rep

Also in Attendance

Melissa Jackson, Minute Secretary

Apologies

Benji Potvin, Parent Rep

Administrative | Health & Safety Meeting; COVID return to school

The Board meeting opened at 6.30pm with Nicolette welcoming Board members.

Yolanda advised a letter has gone out to the school community today advising return to school formalities.

It was queried whether there was a plan should anti-vaccinated protesters gather outside the school. It was good to have this noted; if this occurs and protesters become aggressive, Police should be called.

Teachers have meet onsite to go through the return plan, agreeing a message to all students about reconnecting, not going over what they have done, ensuring the last four weeks of the school year is a positive one.

There is enough space for each year to return, each class year having no more than 30 students within the Block. Learning is being encouraged to take place outside as much as possible. Subject to the weather, if there is a feeling spacing is not working within the Blocks, Block 4 that can be used.

The school has been advised that there are 24 students not returning for remainder of Term 4 and will continue with online learning.

Before the students return onsite, teachers have been asked to have a general tidy and remove rubbish. The office; some great work has been done in decluttering, painting, new furniture. The sick bay; the medicine cupboard has been decluttered, removing expired medication. The staffroom; old plates and crockery have been removed.

Yolanda is liaising with the cleaning company as there are some areas of cleanliness they are failing to complete.

Health & Safety measures that have been put in place:

- Staggered start and finish time for Blocks.

- Teachers will be visible to hand out masks if students turn up to school without one. Classrooms will be equipped with masks and cleaners, with supplies checked weekly.
- Judy will work on the crossing, and Yolanda on the front gate from 2:30pm– 3pm to ensure students go safely.
- Teachers are to clean hard surfaces each day together with door handles.
- Rooms will be well ventilated. Jonathan commented, if fans are to be used, they will be required to be pointed out the window, placing the face on the northern side which will pull in air from the southern side. This will circulate air throughout the block.
- Water fountains will remain out of use and covered. Spare water bottles will be available at school, together with cups that can be filled in the classroom.
- Toilets will be cleaned by the cleaners daily. Natalee queried on the hand drying method for student bathrooms. If paper towels are being used, the bins will need to be emptied when full, with students advising a teacher. Yolanda will check on this point.

The teachers have discussed having students outside as much as possible, with the message to ensure bring a hat and have sunblock on. Jonathan noted, if the playground and sports equipment are being used, these will need to be wiped down. Encourage children to be involved in cleaning to demonstrate good hygiene.

Messaging has been communicated to teachers around staggered breaks, not all going to the staffroom at the same time. There is some anxiety, noting a couple of teachers are more anxious. Yolanda is confident between teams the formulated plan is sufficient with adequate breaks.

Students will have frequent breaks throughout the day, and teachers can timetable if they want to be on the field, or court, so others can schedule to minimise bubble contact with each other.

Contractors; Yolanda has been receiving emails from contractors advising they are following Government mandates and are fully vaccinated. Yolanda advised she is accepting their letters in writing, showing an element of trust, and won't be asking for reassurance.

Student vaccinations; Margaret has been collating information which is still trickling through. The majority of children aged 12+ are vaccinated.

Tech classes – Hobsonville School; Hobsonville will not be returning to Wairau. Teachers will still provide distance learning until the end of the year.

Wairau's Newsletter; a decision was made to delay last week's communication to the parent community, as currently there is information overload with the return to school formalities. The health survey to parents has also been delayed, however Yolanda asked Trish to send the survey to Māori community as part of her WSL role.

2022 Enrolments; 117 enrolments of today's date.

MOTION: The Chair moved to approve the health & safety measures for the COVID return to school, seconded by Rachael Findlay-Clarke. The Motion passed unanimously.



There was no other business discussed.

The motion to adjourn was made at 7:10pm and passed unanimously.

The above minutes are true and correct.

Signed: 
Chairperson of the Board

Dated: 18/11/21

The next Board meeting is scheduled for **23 November 2021 at 6:30pm** in the Staff Room.



Wairau Intermediate School

ACTIONS from BOT Meeting, 2 November 2021

PERSON	ACTION	DATE REQUIRED
Yolanda East	<ul style="list-style-type: none">to review Strategic Plan evaluating actions achieved in 2021.	
	<ul style="list-style-type: none">The Board to provide Yolanda East with vaccination certificates.	