

Nelson College H & S Boarding Orange 2022

Our Boarding House is a safe environment for students and staff.

To always gauge the safe functioning of boarding, we will operate a three-level system. At each stage, the ability of boarding to provide a safe and functioning environment for students and staff will be assessed.

Level 1	Boarding is open with either no CASES of staff/students or only a handful
Level 2	Boarding is open and coping with large numbers of CASES of staff/students
Level 3	Boarding closes as it can no longer cope with the increasing/large numbers of CASES of staff/students

Additional measures will be in place to help prevent the spread of the COVID 19 disease and to support contact tracing.

The boarding school is not considered a place of mass gathering as we are a controlled environment.

Our goal is to open within a structure that:

- Promotes safety for all within Ministry of Education and Ministry of Health guidelines
- Ensures all public health measures are in place, and
- Allows for the safe return for all students and staff

The overriding principles for Orange are:

- There will be increasing community transmission that is putting pressure on our health system.
- 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.
- Hostels are prohibited from requiring boarders to be vaccinated as a condition of acceptance in the hostel. This includes parents, caregivers and whānau supporting students and their learning.

We have an obligation to ensure the health and safety of our staff, students, whānau and members of the public who may engage with Nelson College Boarding in some capacity.

We must manage the associated risks.

The key controls for our boarding school are:

- Ensure people with COVID-19 symptoms or who are sick, stay away from boarding if they are due to return. If they are already in boarding, isolation measures will be implemented.
- Maintain physical distancing so that where possible, they are not breathing on or touching each other.
- Ensure good hygiene practices through cough & sneeze etiquette, heightened hand washing reminders & well stocked hygiene facilities.

- Heightened cleaning of school & boarding facilities.
- Heightened ventilation measures.
- Vaccination registers for all hostel & dining room staff & staff whānau living on site.
- Keep track of people that enter our boarding community through visitor book/contact tracing registers in the houses & dining room.
- Increase protocols around day leave and more tightly monitored overnight leave to friends for the time being.

Preparation Phase

ACTION	WHO	FOLLOW UP ACTIONS IF REQUIRED
Email sent to all boarding whanau outlining: <ul style="list-style-type: none"> • H & S practices at ORANGE • Return to boarding process and timelines Process to manage any concerns re returning to boarding	SH/HM	
Work with individual students and whanau/ascertain health status of students	AH/MN/SH	
Establish Isolation Zones, including PPR, medical and cleaning supplies	SH/AH/MN	
Set up dorms with increased signage and sanitising equipment	BR/Helen/Lucy	
Review dining room /gym procedures	SH/Shاون	
Check cleaning stock and equipment	Helen/Lucy	
Adapt Boarding ware for daytime sign out	MN	
Check parent and emergency caregiver details	SC/SH	
Consult staff regarding the H & S plan	SH	
Finalise COVID-19 H & S plan	SH	

Implementation Phase

	How will we ensure contact tracing	How will we reduce contact & promote physical distancing	How will we ensure appropriate cleaning & hygiene & ventilation practices
Arrival of students	<ul style="list-style-type: none"> - Arrival times planned and staggered to avoid mass contact. - Contact tracing/visitor register completed for parents/whanau/visitors who enter the houses/dining room. 	<ul style="list-style-type: none"> - Parent/caregivers asked to maintain physical distance from staff & boarders. - Staggered arrival times 	<ul style="list-style-type: none"> - Heightened cleaning with focus on common touch surfaces. - Sanitiser at bathrooms & entry/exit points. - Increased signage to promote handwashing and hygiene practices - Windows & doors open where/when possible
Students within boarding	<ul style="list-style-type: none"> - Boarding ware/Orah to continue to record leave. - Students permitted to visit friend(s) during the day with extra sign out steps for contact tracing. 	<ul style="list-style-type: none"> - Students reminded to stay out of breath & touch space of others within the boarding community. - Students reminded to stay 2m physical distance from visitors. - Students have tighter sign out overnight unless it is to home. - No mass gatherings that include visitors - House gatherings outside - Deliveries to the door only - Whānau drop offs/only 1 parent inside if necessary - Staff wear masks in houses/dining room 	<ul style="list-style-type: none"> - Heightened cleaning with focus on common touch surfaces. - Sanitiser at bathrooms & entry/exit points. - Increased signage to promote handwashing and hygiene practices. - Heightened reminders of hand washing before entering the houses, before eating and after sport and ablutions. - Windows & doors open where/when possible

		- Boarders recommended to wear masks in dining room	
Unwell students	<ul style="list-style-type: none"> - Isolation zone, and screening procedures continue. - Continued advice from MOH 	<ul style="list-style-type: none"> - Lower threshold for unwell assessment - Isolation zone to have no potential access for other students - Students who become unwell will be sent home where practical. 	<ul style="list-style-type: none"> - Separate COVID-Like isolation from other isolation (Use of San & Fell House if numbers grow) - Isolation zone to have separate staff, bathroom and toilet facilities. - Deep clean post any use. - PPE equipment available as needed. - Matrons/HM/DOB isolation liaison staff. DOB is the MOH liaison.
Signage	<ul style="list-style-type: none"> - Clear signage regarding access to site & use of visitor books/registers. - Contractors/deliveries are contactless. - Onsite visitors' registers are maintained 	- Increased signage in houses	- Increased signage across all areas promoting hygiene

Cases & Close Contacts of Home/Household

Boarders are expected to notify staff if they are unwell or test positive for covid-19

Parents will be expected to inform boarding if their son is identified as a household contact and collect their son(s) if travel does not require public transport.

Nelson College Boarding is registered has Critical Worker status. This means if boarding staff are identified as a household contact, they RAT test each morning before coming to work, wear a mask & maintain physical distancing where possible.

Unwell Students and Staff

A key component of this plan is the effective management of staff and students who show signs and symptoms of being unwell. During ORANGE, the threshold for being unwell is reduced.

Isolation Zone

Unwell boarders will be assessed by housemaster/house staff in their boarding house in the first instance.

Unwell boarding students who present without Covid-like symptoms but need to be isolated, will be cared for in house sick room(s) separate from COVID isolation.

Staff are required to stay away from work if unwell and COVID positive. For those who live onsite, they are required to self-isolate in their residence. Absolutely no access to communal, bathroom or food areas.

The Junior Dorm(s)/San/Fell House is the isolation point for unwell Covid-positive students who cannot return home. Students must remain there until an approved course of action is determined by SLT, AH/MN & SH - MOH.

Any student showing COVID-like signs must be placed in the isolation zone for screening by housemasters using the Screening tool provided. Symptoms to monitor for are any respiratory symptoms such as a sore throat, a runny nose, a head cold, blocked ears, cough, sneezing, chills and a fever. Anyone with those symptoms will be isolated and tested for COVID-19.

In the instance of a Boarder or staff member confirmed/probable case of COVID-19 we may contact and take the advice of the Medical Officer of Health to manage our response. This will include isolation and supporting health authorities to identify any close/household contacts and working through any potential closure and/or increased cleaning practices. Close contacts in boarding can choose to isolate at home in negotiation with parents and staff.

For contact tracing purposes, the [Ministry of Health](#) describes close contacts as any person with the following exposure to a suspect, confirmed or probable case during the case's infectious period, without appropriate personal protective equipment (PPE):

- living in the same household or household-like setting (For example: shared section in a hostel) with a case
- face-to-face contact in any setting within 1.5 metres of a case for 1 hour or more
- sport
- eating
- sleeping nearby

Any student/staff member absent due to Covid 19 must complete the isolation phase and be well to return. Nelson College will take advice from the Ministry of Health due to Covid 19 being a notifiable disease.

When treating a student/staff member, as noted on the COVID-19 website:

COVID CASE ISOLATION (7 days)	CLOSE CONTACT ISOLATION - Elective (7 days)
Minimise contact with a case	Isolated away from known cases
Designated welfare staff	Designated welfare staff
Case & staff member in masks during contact	Case & staff member in masks during contact

Welfare checks each day – full PPE gear, 2m distance, if symptoms warrant, seek medical advice	Welfare checks each day – full PPE gear, 2m distance, if symptoms develop, seek medical advice
Own ventilated room, cases can isolate together	Ventilated rooms, close contacts can isolate together
Food, laundry & essential items left at the door	Food, laundry & essential items left at the door
Rubbish & laundry double bagged	Rubbish & laundry double bagged
Windows closed/fans off when door is opened, corridor empty	Windows closed/fans off when door is opened, corridor empty
Separate bathroom – ‘in use’ signage	Separate bathroom – ‘in use’ signage
Laundry done commercially OR hot temperature	Laundry done commercially OR hot temperature
Essential cleaning done if case(s) outside	Essential cleaning done if close contact(s) outside
Thorough cleaning 24 hours after isolation ceases	Thorough cleaning 24 hours after isolation ceases

Students identified as a case will go home where possible to isolate for 7 days

Students identified as a home household contact will go home where possible to isolate for 7 days

Students identified as a close contact of a case in boarding may be encouraged/want to isolate for 7 days with continued monitoring of symptoms and RATs

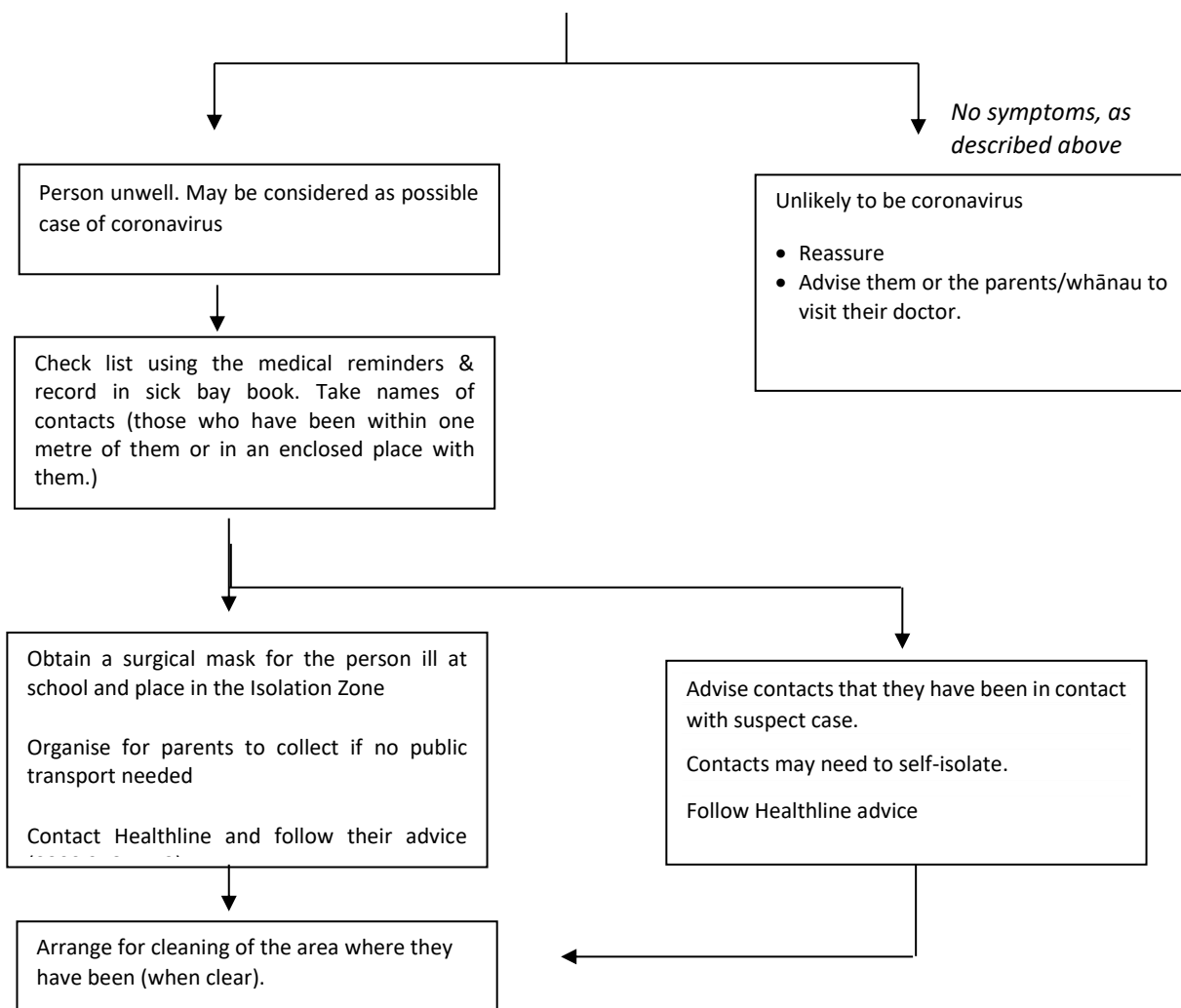
Staff identified as a case will isolate for 7 days

Staff identified as a home household contact will RAT each day before work

SCREENING FLOWCHARD

Housemaster/House staff to assess whether the person or child has any of the following:

- High fever (or feel feverish and hot) > 38 degrees.
- Headache, fatigue, and weakness
- Sore throat, runny nose, cough, cold, chest discomfort, difficulty in breathing, blocked ears, sneezing
- Muscle aches and pains.
- Been in contact with someone diagnosed with influenza/coronavirus.



Medical Reminders

SYMPTOM	Covid-19	COMMON COLD
Fever	Usual, sudden onset 38°-40° and lasts 3-4 days.	Rare
Shortness of Breath	Usual	Rare
Headache	Usual and can be severe	Rare
Aches and pains	Usual and can be severe	Rare
Fatigue and weakness	Usual and can last 2-3 weeks or more after the acute illness	Sometimes, but mild
Debilitating fatigue	Usual, early onset can be severe	Rare
Nausea, vomiting, diarrhoea	In children over 5 years	Rare
Watering of the eyes	Rare	Usual
Runny, stuffy nose	Usual	Usual
Sneezing	Rare in early stages	Usual
Sore throat	Usual	Usual
Chest discomfort	Usual and can be severe	Sometimes, but mild to moderate
Complications	Respiratory failure; can worsen a current chronic condition; can be life threatening	Congestion or earache
Fatalities	Well recognised	Not reported
Prevention	Frequent handwashing; cover your cough, masks	Frequent handwashing, cover your cough