ICL EDUCATION GROUP

COVID-19 UPDATE

28/08/2020

ICL GRADUATE BUSINESS SCHOOL | Auckland English Academy | Bridge International College | New Horizon College

Today's update is divided into 2 parts. In Alert Level 2 FAQ we discuss the Government's announcement to move to Alert Level 2 on Monday 31 August, and we remind you about what you should do during Alert Level 2. In Alert Level 2 PROTOCOLS we outline important Safe Studying Protocols to follow while attending classes at ICL Education Group.

MESSAGE FROM THE CHAIRMAN

Earlier this year we spent seven weeks online and while challenging, we succeeded. The lessons we learned then have made it easier for us this shorter time, only a little over two weeks. But I thank all our admin and teaching staff for the hard work they have put in to making online learning so valuable. I must also thank you, our students, for being patient with technical issues and for making the extra effort to concentrate in a difficult environment.

Instructions for Level 2 are on this page. We must support the whole country trying to get back to normality, and that means we must all be patient a little longer. Spring is in the air, and starting technically next week. Let us hope it brings relief and easier times going forward.

Ewen Mackenzie-Bowie
Chairman

ALERT LEVEL 2 FAQ

Q: When will we move to Alert Level 2?
A: The NZ Government has announced that Auckland will move into Alert Level 2 on **Monday 31st August.**

Q: When will school start again?
A: Face-to-face classes will start again on Monday 31st August. You are expected to attend your classes as usual, however ICL Education Group has a series of protocols that MUST be followed when on campus and in classes. These protocols are outlined in **ALERT LEVEL 2 PROTOCOLS.**

Q: What if I feel sick?
A: You should stay home, contact ICL Education Group on **09 368 4343**, and call Healthline on **0800 358 5453**. You will be able to get tested as soon as possible. Make note of everyone you've had contact with while feeling sick so that health officials have the chance to contact trace should you test positive for Covid-19.

Q: Can we meet with friends and family in Alert Level 2?
A: 'Bubbles' are disbanding in Level 2. You can travel around New Zealand again, visit friends, and family. However, any social gatherings must not be more than 10 people. Parties with more than 10 people gathered will be breaking Level 2 protocol and will be seen as an offence.

Q: What will be open in Alert Level 2?
A: Restaurants, cafes, retail stores, and gyms will be open from **Monday 31st August.** All schools will be open from **Monday 31st August.** All businesses **must display an NZ COVID Tracer QR code** for each business location.

Q: Will physical distancing still be neccessary during Alert Level 2?
A: Yes! People should continue to keep 2 metres physical distancing, with 1 metre physical distancing encouraged in other environments, unless other mitigating measures are in. In areas designated 'controlled learning spaces' or 'other controlled environments', where contact tracing and strict hygiene practices are in place, people should be encouraged and enabled to maintain physical distancing of 1 metre, where possible.

More information about Alert Level 2 here:
https://covid19.govt.nz/covid-19/alert-system/alert-level-2/

ALERT LEVEL 2 PROTOCOLS

1. Stay home if you feel unwell
Inform school on **09 368 4343** and call Healthline on **0800 358 5453** or your doctor immediately.

2. You must wear face mask in public transport
While wearing face covering or masks in situations other than on public transport is not mandatory, the Ministry recommends that students bring face coverings or masks with them when attending activities on a tertiary campus, and make use of these where appropriate, particularly where physical distancing may be difficult. In the ICL Education Centre building we recommend students and staff wear masks in spaces which are confined or allow a lot of mobility, such as:
- Around Reception
- In corridors
- The level 1 student lounge (except for eating)
- The breakout areas on levels 2, 3 and 4
- In the lifts and
- On the stairs

3. Register using NZ COVID tracer app
The QR code is avaliable at Reception and in every level and common areas.
Instructions on how to register and use NZ COVID Tracer can be found here: https://tracing.covid19.govt.nz/

4. Compulsory attendance
Ensure that your teacher/lecturer has checked your attendance every class.

5. Good hygiene
Good hygiene practices (hand-washing, coughing or sneezing into a tissue or your elbow, and not touching your face when your hands are not clean) MUST be followed at all times.

6. Physical distancing
Keep at least 1 metre away from people while you are on campus or in classes. Seating in classrooms will allow you to maintain this distance during lessons.

7. Social distancing
- Avoid body contact (e.g. kissing, hand shaking, hugging) with anyone.
- Avoid borrowing books, pens, laptops, etc. from each other. Bring and use your own materials and equipment.
- Avoid close contact with people who are unwell.
- Do not let other people use your phone, and do not use other people's phones.

8. Breaks
- Do not share your utensils (cups, forks, spoons, chopsticks, etc.) and food or drinks with others.
- Use the common areas on Levels 2, 3 and 4 for your meal break if there is not enough space in the cafeteria.
- Wash your hands and clean the used surface after you finish your meal.

9. Movement around school
- Use separate ways as instructed to move up and down the different levels of the school building, and still keep a 1 metre distance from others.
- Do not stand and/or talk in a group in the stair landing spaces.
- Follow instructions on signs around the school regarding queuing or moving. These signs are located at entrances, reception, and toilets.
- Lifts are not available to students. If you have any accessibility needs, please talk to Reception.
- Clean the surface you have used.

10. Cafeteria, piano, public magazines are not accessible under Alert Level 2.

11. When you hear an alarm sound
- Evacuate the building calmly, maintain physical distancing where possible.
- Wait in the designated assembly point and keep a 2 metre distance from others.
- When you are allowed to re-enter the building, maintain physical distancing while moving and make sure to wash your hands afterwards.

A gentle reminder that at times like this people get worried and stressed.
Please be kind and considerate of each other, and remember it's OK to ask for helpif you are feeling overwhelmed, contact ***studentsupport@icl.ac.nz***

www.icl.ac.nz email: info@icl.ac.nz Ph: +6421780272