6 May 2020

**Phase 1 Partial Student Return: From Monday 11\textsuperscript{th} May**

Dear Parents and Carers

We are very much looking forward to the return of our students. Below is some more detail which may be of assistance. I am unsure how long Phase 1 will last but you will have seen in the media that the Premier and the Prime Minister are keen to for students to return to school so I am assuming that if the COVID-19 curve remains suitably flattened, we shall have all students back at school each day, later this term. As advised, all seniors will be back to face to face learning next week. Junior students will be in one day a week in Phase 1 and should bring their remote learning packs with them to school. Children of essential workers and vulnerable students are welcome at school each day. The weeks 3 and 4 learning packs will be available on Monday 11 May from the school office. Year 7 will receive their packs on that day. Students should return previous work for marking and feedback when they come in to school next week.

At this stage should you have any further queries, please do not hesitate to contact the school.

1. **Expectations to ensure health and safety of all students and staff**

Safety is a priority during the COVID 19 pandemic. Students will be expected to behave in a responsible way, which recognises the importance of protecting the health of themselves, their peers, and staff, who are at higher risk of COVID 19.

Students will be expected to:

- Stay home when unwell. Parents, please do send students to school if they are feeling unwell. If a student is unwell during the school day, they will not be able to remain in sick bay. Parents will be asked to collect unwell students from school.
- Engage in regular handwashing, especially before eating during breaks.
- Not share drinks or food – preferably bring a water bottle.
- Remain 1.5 m apart from other students wherever possible.
- Maintain social distancing in corridors and when queuing.
- Bring all their own equipment including pens, calculators, glue and anything else needed as there will be NO sharing amongst students. The school can provide equipment if required.
• Cough or sneeze into their elbows if necessary to avoid spreading infection. Avoid touching face.
• Use soap, sanitisers and other health items in a responsible manner – ideal to bring own sanitiser.
• Not participate in any ball games except handball during break times due to infection risk.

If we all adhere to these guidelines we can be confident in this phased return to school. In addition, we have hand sanitisers in each classroom. Furthermore, additional cleaning is being undertaken with special attention to cleaning of desks, doorknobs, bathrooms and other surfaces.

**Students who do not adhere to these health and safety requirements will be reminded of our expectations and the school discipline procedures will be implemented if necessary.**

**Transport**

School buses will be running at normal times before and after school. Students should NOT loiter in the school area but go directly home. Parents are encouraged to make pickups north or south of the bus bay and not drive into the car parks.

**Visiting the School**

Non-essential visitors to the school have been suspended. If parents wish to make contact with school please do so via telephone or email. Junior learning packs can be collected from the front office ‘window’.

**Uniform**

Students are expected to wear their full school uniform on the days they attend. The school can assist with provision of winter uniform if required. School hoodies and jackets are available for purchase from Mrs Ryan at a cost of $55. Even though we can’t run whole school sport at the moment, students may wear their sports uniform on Wednesday. Junior students are encouraged to bring a PE prac change of clothes on the days that they come in as we are keen to run PE sessions for students.

**Canteen**

The canteen will operate every day for lunch and recess. However:

To obtain hot food it will need to be ordered **BEFORE school** if required by recess and by recess at the latest for lunch.
Overall, social distancing is our goal in the classroom and on the playground, (within reason).

2. Arrangements for learning during Phase 1

- Senior students will attend each Monday – Thursday and follow their usual timetable except that Wednesday will run on Friday’s timetable (without tutor group) plus an additional lesson:

  Week B - Line 2 Year 12 Line 2 Year 11

  Week A - Line 5 Year 12, Line 5 Year 11

- On Fridays, seniors will learn from home on tasks set up the day before in class or on major works at school under the supervision of their teacher. (As arranged by their teacher). Junior students will return one day a week for each year group:

  Year 7 - Monday

  Year 8 - Tuesday

  Year 9 - Wednesday (running on Friday’s TT, no tutor groups)

  Year 10 - Thursday

  - Junior students will be given an individual timetable with rooming and subjects for their allocated group.
  - To facilitate junior students checking in with each subject’s teacher they will run on a 7 period day with modified bell times.
  - Junior students will be divided into 4 groups after assembly to facilitate social distancing.
  - Senior students will follow normal timetables and will have supervision in senior quad as per current timetable. **Note:** on Wednesday students will follow the Friday Timetable without the tutor group sessions.
  - If senior classes are big – HT will manage in Faculty with the aim of having less than 10 students in a class.
  - Junior students will have a 7 period day (45 minutes per period)
  - **Recess and lunch** times will be different for seniors and juniors to facilitate social distancing and juniors checking in with more teachers.
  - Essential workers’ students will be based in separate rooms as per timetable, for each specific day during Phase 1.
  - In the classroom students will be seated at separate desks, as apart as possible. Sanitiser will be available in each classroom. Rooms must be ventilated.
• Junior students will not be participating in practical lessons during Phase 1 to limit contact.
• Junior students not attending will still need to be collecting and working through the provided remote learning booklets.
• Seniors are expected to be at school and if not to make contact with the school ASAP to advise of their circumstances. Remote learning for seniors will cease on Friday 8 May and the one mode of delivery will move to face to face. If a senior student cannot attend due to COVID – 19, then like any illness in the past, teachers will set work aside, email etc to maintain a connection as best as possible.
• **On the Playground:** Students will continue to be allowed to play handball, be active on the oval, but no games that require shared equipment or any form of tip football etc.

As advised, it will be great to have the students back. My thanks to all staff for their dedication in supporting student learning these past few weeks.

Yours faithfully

Mary Doolan
PRINCIPAL