



COVID-19 Resumption of On-Site Learning Parent Handbook

LEARNING TASK EXPECTATIONS AND COMMUNICATION

From week 3 classroom tasks will be posted the evening before to allow for families dropping students at school and supporting students at home.

9am Google meets will be moved from 9am to 9:10 am to allow for families and staff to access the online platforms.

When teachers are onsite with their classes students will not have specialist classes. Learning will be asynchronous (offline) on the day that staff are scheduled for on-site supervision.

HYGIENE

- All students will be guided in regular handwashing and sanitising in the following circumstances:
 - Upon arrival at school
 - After recess and lunch breaks.
 - Before and after eating
 - Prior to and after using all equipment, including technology, shared classroom resources, play equipment or sporting equipment.
- Hand sanitiser will be available in all classrooms and at the front desk and in the staff room.
- Students should not leave classrooms unless they absolutely need to (no collecting photocopying, incidental first aid etc.)
- Drinking taps are available for use; bottles can be refilled using the re-fill tap outside Room 4.
- All windows and doors (where possible) will be opened to maximise airflow.
- If any confirmed cases of COVID-19 are identified amongst the student or staff cohorts at the school, that or those persons will be isolated immediately. An IRIS Alert will be made and then we will wait to be contacted by DHHS on next steps to take.

SOCIAL DISTANCING

- Students should practise physical distancing where possible. Maintaining a physical distance of 1.5 metres will not always be practical in the school environment and may be particularly challenging in the younger years of primary school. In these contexts, a combination of health and safety measures should be utilised to reduce risk.
- Outdoor spaces, will be utilised where possible for learning and eating times.

MASKS AND UNIFORMS

For all school settings, the Victorian Chief Health Officer has issued the following directives:

- That students in years 3-6 are now mandated to wear a face mask when attending on-site learning from the 18th of October unless a lawful exception applies.
- It is strongly recommended but not mandated that students in years Prep-2 wear a face mask.

- Directs school staff to wear a face mask while teaching wherever practicable, except where removal of a face mask is necessary for effective communication.
- There are several lawful reasons for not wearing a face mask, including for staff and students who are unable to wear a face mask due to the nature of their disability, medical or a mental health condition.
- A face mask must cover the nose and mouth. Face shields, scarves or bandanas do not meet these requirements. Refusal to wear a mask is breach of the Victorian Chief Health Officer Directions.
- **All students are required to bring a hat for outside learning and play. Warm weather clothing is also required for inclement weather.**

HEALTH CHECKS

- If one of the school's First Aid Officers declares a child "ill" with any symptoms related to COVID-19 (temperature over 37.5, cough, etc) following a presentation during the day that child will be immediately isolated in the First Aid Room and parents will be called for them to be sent home or isolated for the remainder of the day.

RETURN TO SCHOOL LOGISTICS

- Foundation students will resume on-site learning on Monday 18th October (Monday, Tuesday, and Wednesday)
- Grade 1-2 students will resume on-site learning on Thursday 21st October (Thursday and Friday)
- Grade 3 - 4 students will resume on-site learning Tuesday 26th October (Tuesday and Wednesday)
- Grade 5 - 6 students will resume on-site learning Thursday 28th October (Thursday and Friday)
- All staff and students to return to on-site learning on the 5th of November.
- Students of authorised workers or deemed vulnerable will continue to be provided with on-site supervision between 18th October- 5th November.
- Between the dates of the 18th of October and 5th of November students will be provided with tasks both online and offline, dependent on days of on-site learning in class and staff supervision required for students engaged in on-site learning (vulnerable and authorised workers).
- Specialist classes will continue as online learning tasks between 18th October and 5th November, all specialist classes will resume on-site learning from Monday 8th November.

PICK UP AND DROP OFF TIMES

- Students will be dropped at school and collected from school at the below times (not before- unless in Before School Care):
 - Students with surname beginning with A-L - Drop off: 8:50-8:55am; Pick up 3:20-3:25pm
 - Students with surname beginning with M-Z: Drop off: 8:55-9:00am; Pick up 3:25-3:30pm
- At drop off, students will be taken to the following locations, then will be required to proceed without their parent/carer to their classroom.
 - Foundation – basketball Court 1 (closest to Quentin Rd)
 - Grade 1/2 Students: at least 2 metres from external doors to classrooms
 - Grade 3-6 Students: at least 2 metres from the Deck which connects their classrooms

During times where all students are not in classes (8:50 – 9:00am and 3:20 - 3:30pm), no direct instruction will take place. Students will follow teacher direction to participate in a range of activities.

***No access will be available for parents and students to tag on and tag off until the multipurpose room construction has been completed. Please do not use the doors leading to the Amphitheatre.**

PICK UP & DROP OFF REQUIREMENTS *Refer to the map for room locations

Students of authorised workers and vulnerable students (staggered pick up and drop off times also apply)

Monday 18th October- Thursday 4th November

Students approved for on-site learning will need to go directly to the following classrooms in the morning for check in with the supervising teacher.
Supervising teacher will need to check off students in attendance in the cohort and send the list to the office.

Prep: between (room 2 & 3)

Year 1/2: Ms McGaw's classroom (between room 4 & 5)

Year 3/4: Mr Soo's classroom (room 12)

Year 5/6: Mr Velez's classroom (room 8)

PREP

Monday 18th October- Wednesday 20th October

Monday 25th October- Wednesday 27th October

Monday 1st November

Wednesday 3rd November

All prep students meet their teacher on the basketball court closest to Quentin Rd.

Year 1/2

Thursday 21st October- Friday 22nd October Thursday 28th- Friday 29th October

Thursday 4th November

All 1/2 students go directly to their classroom line up areas.

Year 3/4

Tuesday 27th October-Wednesday 28th October

Wednesday 3rd November

All 3/4 students go directly to their classroom line up areas.

Year 5/6

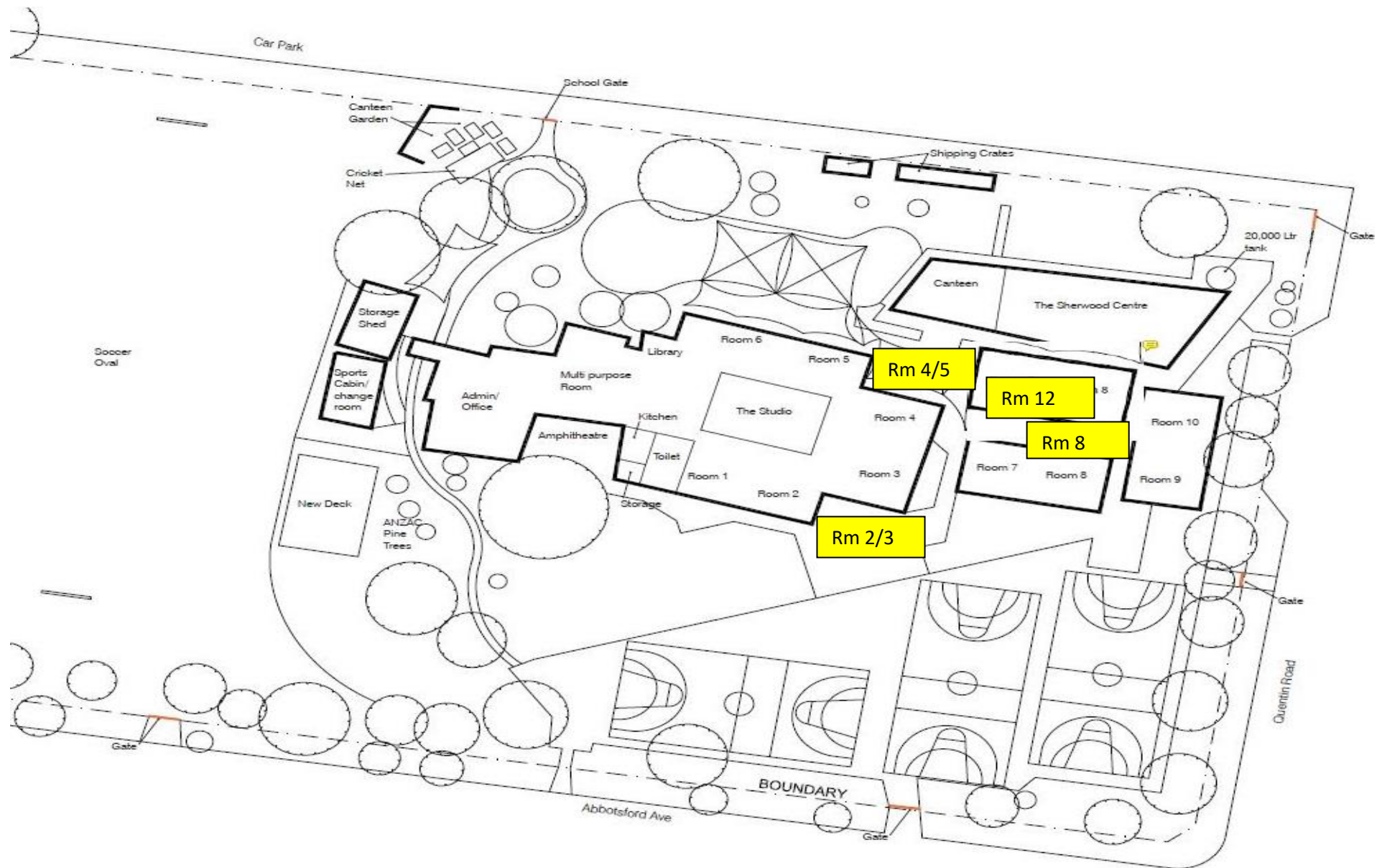
Thursday 28th October- Friday 29th October Thursday 4th November

All 5/6 students go directly to their classroom line up areas.

Prep-6 Friday 5th November All students back on-site.

Prep students meet their teachers at the basketball court. Year 1-6 students go directly to their classroom line up areas.

Please note that Tuesday 2nd of November is a public holiday.



- Parents will be permitted into school grounds to drop off and pick up (see next point for details). They must, however, maintain social distancing, not linger, not allow students to play on equipment and not enter any school buildings.

- All late arrivals will be dropped off in front of the admin office by the parent/carer. The student will be signed in by administration staff and taken to their classroom.
- For all early pick-ups of students, parents must notify the office in advance. The student will be brought to the office to await collection by the parent.

ON-SITE OPERATIONS

There will be none of the following events until further notice:

- Staff functions -staff meetings will be held virtually
- Inter-school sport/swimming
- Camps, excursions, and incursions
- Canteen
- Use of facilities by external hirers and community groups (including outdoor sport)
- Parent/carer volunteering
- School Tours
- School photos
- Assemblies, school concerts, formals, and graduations
- Singing, brass and woodwind classes
- Library classes and borrowing
- The Before and Aftercare program will continue to be available to students in line with the return to school plan. The same times of operation and booking process will remain.

VISITORS VOLUNTEERS and EXTRACURRICULAR SCHOOL ACTIVITIES

- Visitors to school premises should be limited to essential school services and operations. Volunteers cannot attend onsite at this time.
- Only final year preservice teachers can continue placements onsite.
- Health, wellbeing, and inclusion visits are essential visits only- allied health workers, such as speech therapists cannot attend onsite.