

14 February 2021

College Operations in Week 3

As-Salaamu Alaykum

Dear Parents/Carers,

I hope this message finds you in the best of health and spirits.

You are aware of the disappointing news that all schools will be closed from **Monday 15 February to Wednesday 17 February 2021 inclusive**. We had hoped there would be no disruptions to our students' learning in 2021, but we pray that this short lockdown will be effective and will not be an ongoing occurrence. Nevertheless, we are currently making all the necessary preparations to revert quickly to remote learning should this happen again in future.

Initially, the government had indicated that schools would simply be closed for the three days, but late on Friday afternoon we were advised that schools are to facilitate some type of learning during the closure period.

Flexible Learning

Due to the short notice provided and a lack of time to ensure all students have access to the necessary technology and resources to engage in remote learning, for the next three days we will be implementing "**flexible learning**" arrangements.

By **flexible learning** we mean that teachers will email the set work to their students at the beginning of the day or on the afternoon/evening before, and students can complete the work at their own pace, in whatever order, at any time during the day or afternoon. Teachers will be available online for parent/student communication and interaction from **8:30 am - 3:40 pm**.

The work set will be **a much lighter version** of what would ordinarily have been covered in class. Our teachers are mindful that school closures often have the greatest impact on students who are at-risk, vulnerable and/or have learning difficulties. Off-site/remote student attendance from Monday-Wednesday this week will not be recorded, as there will be no live lessons. Teachers will exercise the greatest flexibility possible when issuing and following up on students' work.

Junior School Teachers (F-5) will be sending their students' work to the respective parents'/carers' email addresses.

Secondary School Teachers (6-12) will be sending work to their students directly via the students' school email addresses.

Where-ever possible, teachers will avoid assigning activities that require printing or any resources students may not have access to at home.

On-Site Operations:

The cut off for registration for supervision of essential worker/vulnerable children was 3:30 pm on Friday.

In line with the Premier's directive 'if you can work from home you must work from home', the College will be operating with a skeleton staff from **Monday 15 February to Wednesday 17 February inclusive.**

Our on-site office hours will be: **8:30 am - 3:40 pm** from **Monday-Wednesday**, and will revert back to **normal hours 8:00 am - 4:30 pm** from **Thursday, 18 February 2021** onwards.

The supervision activities will run from **9:00 am – 3:00 pm** from Monday to Wednesday this week. Non-bus students are to be **picked up promptly at 3:00 pm** please.

Across the three days, all on-site students and staff will have their temperature checked on entry and all students (Year 7 and above) and staff must wear a face mask.

The **Front Office** will be the **only entry point** from **Monday-Wednesday** this week. No parents/carers will be permitted past the front reception.

The school canteen will remain open from Monday – Friday this week.

On-site students will be provided light rotational learning, reading and recreational activities throughout the day.

All on-site classes will be supervised by a qualified teacher and an Education Support Worker across the three days.

Our School Counsellors will also be available as follows:

- Ms Victoria Sapoznikoff will be on campus Monday (full day) and Wednesday (half day - 8:30 am -12:00 pm).
- Ms Rose Bogarts will be on campus on Tuesday (full day) and Wednesday (half day - 12:00 pm-3:40 pm).

The **College will re-open** as normal from **Thursday 18 February 2021** with normal class times from **8:40 am - 3:30 pm** (Form Class – Period 6).

If you have any questions, please contact the College on (03) 9709 0100.

Thank you for your ongoing understanding and support.

Stay safe & take care!

Kind regards,



Dr Toni Pikos-Sallie
Principal