

1 October 2020

Update on School Operations for Term 4

Dear Parents/Carers,

We hope that you and your families are safe and well. As you are aware, on 27th September 2020, Premier Andrews announced some **important updates** in relation to **Term 4**. I will summarise these updates and the changes to our school operations in Term 4, 2020 below:

School Operations for Weeks 1-2 of Term 4:

Week 1 (starting 5th October 2020) – **remote learning** will continue for **all students in Years F-12** (excluding the currently approved on-site students). *On 7th October 2020, all Year 12 students and some Year 11 students will attend on-site to complete the **GAT test**.

Week 2 (starting 12th October 2020) – **face to face learning** will commence for **all students in Years F-6 and Years 11-12** (in addition to the currently approved on-site students). *All students in **Years 7-10** will continue **learning remotely** from home. ***Year 10 VCE students** will attend their VCE class **remotely** via Teams.

We are awaiting further instruction from the Premier in relation to the return of **Years 7-10 students to face to face learning**. ***An updated notification will be sent to parents/carers once that information has been received.**

We are very pleased to advise that **Digital Temperature Measurement Terminals and Automatic Hand Sanitiser Dispensers** have been installed at the College, at **four different entry and exit points**. The terminals take temperatures within 0.2 seconds and are completely contact-free, as are the sanitiser dispensers.

Starting Week 2:

There are **four (4) entry & exit points** for staff & students:

1. **Front Office** – **Years F-2** (parents/carers drop their child in the foyer area and may not enter the Junior School building. *Staff will be on hand to escort students in **Years F-1** to their classrooms. **In the afternoons, students in Years F-1 will be sent to the Front Office for collection once the Front Office staff calls the child's name on the speaker**).
 2. **Pedestrian Gate** – **Years 3-5** (upon entering the gate, students turn left to use the temperature scanner positioned at the Junior School entrance).
 3. **Pedestrian Gate** – **Years 6-9** (upon entering the gate, students turn right to use the temperature scanner positioned at the Middle School entrance).
 4. **Senior School Building** – **Years 10-12** (enter via front carpark entry to use temperature scanner positioned near the stairs).
- In Weeks 1 & 2 only, all currently **approved on-site supervised students** in Years 7-10 will enter and exit through the **Front Office**.

- The **doors** to the Junior, Middle and Senior School Buildings **will remain open from 8:20 am - 8:50 am** and staff will be stationed at all entry points to usher students in the right direction and to supervise the temperature readings.
- **Students who arrive before or after these times enter and have their temperatures taken at the Front Office.**
- **On-site students will attend school from 8:50 am – 3:00 pm** (Form Class is at 8:50 am).
- **Years 7-10 students will attend online lessons from 9:00 am – 3:00 pm** (no Form Class).
- Students must wear **full school uniform** when attending **on-site**.
- **Parents/carers** are requested to **avoid coming on campus** unless essential and to instead make contact with the College via **email** or **phone** whenever possible.
- The **working hours for teachers** will be **8:20 am – 3:45 pm**. This means that parents/carers and students can get in touch with their teachers **between these times**. Parents/carers and students can send teachers emails, SEQTA messages, Teams messages or an email to request a phone call back.
- **It is a legal requirement for students between the ages of 6-17 years to attend school, whether conducted on-site or remotely**. A parent/carer note or phone call is required to explain all absences.

Student Wellbeing:

- We recognise that the pandemic has taken a toll on the wellbeing of students across Victoria. As such, in **Weeks 1 & 2 of Term 4** we will be focusing on wellbeing and re-orienting our students back to face to face learning. We have also planned a range of enjoyable activities for students throughout Term 4.
- Our school counselling services continue to be available for on-site and remote students during school hours.

COVID Safe Procedures (mandatory):

- **Face masks** will continue to be **compulsory** for everyone over the age of 12 years.
- **Strictly no congregating of parents/carers on school grounds at any time.** The government has indicated a strict enforcement of the community requirements to maintain physical distancing especially at the start and finish of the school day. Compliance with community restrictions will be monitored by **authorised officers**. **This will include monitoring of any breaches of the restrictions, including in relation to gatherings at school gates at the start and finish of the school day.**
- Any student with a **temperature of 37.5 degrees or above will be sent home immediately**.
- **Students are not to attend school if they have any flu-like symptoms** or contagious illness.
- All staff and students are expected to undertake regular **hand hygiene**, particularly on **arrival to school, before and after eating, after blowing their nose, coughing, sneezing or using the toilet**.

We are very excited to be welcoming our students back on campus for face-to-face learning in Term 4 God-willing (insha Allah). If you have any questions or concerns, please contact the College on **(03) 9709 0100**.

Kind regards,



Dr Toni Pikos-Sallie
Vice Principal, Administration