

4th May 2020

## **Phase 1 student return to school in Term 2**

Message to parents/carers,

I hope that you and your family are well. Following up from our previous correspondence dated 24th April 2020 I would like to outline our plan to support students returning to face to face learning starting from Monday 11th May (week 3 Term 2). In response to the NSW Department of Education's "A managed return to school" document phase 1 (see attached), JCBTHS will be holding classes to allow each school year group to return for at least one day a week (see attached). During week 2 Monday 4th May to Friday 8th May the school will continue to be operational for students who need to attend, however as advised in our previous correspondence, the majority of students will continue to learn from home until week 3.

Students who are present at school from week 3 on their designated day/s will be continuing to work on their learning materials that have been provided for them through Google Classroom. Students will have the opportunity to work with their classroom teachers and ask questions and receive feedback on their current work. When students are not attending school on their designated day/s or if a student is absent they will continue to complete their Learning from home work (Google Classrooms) and follow their new learning timetable from home. Students will receive their new learning timetable on their first designated day of attendance in week 3.

To ensure that students and staff are safe, smaller class groups will be established, student movement across the school will be reduced, additional cleaning will occur during school hours and hand sanitisers and hygiene products will be provided in every classroom and across the school. Students and staff will follow good hygiene practices that will include frequent hand washing, maintaining physical distancing, covering face and nose when coughing or sneezing and refraining from attending school if feeling unwell or presenting with any flu like symptoms.

Students will be required to wear their school uniform (not their sport uniform) on their designated day/s. Students will have to bring their own digital device for learning, in exceptional circumstances students will be provided with a loan device. The school canteen will be operational for students to purchase food and drinks and the microwave ovens will be cleaned and accessible for students to use. It is recommended that every student either bring their own water bottle or purchase a water bottle from the school canteen to reduce the risk of virus transmission from the water bubblers. There is a water tap in the canteen area to allow students to refill their water bottles. School will commence as per normal at 8:45am and finish at normal times.

Student designated days will be Monday, Tuesday, Thursday and Friday. Wednesday will be a non-designated day for student attendance at school to allow teachers time to prepare work for their online classes. If parents are unable to support their son's Learning from home on Wednesday or any other day of the week the school will be open to support their learning. However where possible it would be greatly appreciated if students can attend only on their designated day/s.

We are looking forward to seeing your son return to school in phase 1 in week 3 term 2. Further information will be distributed regarding the implementation of phase 2 and onwards as it becomes available.

I do understand that this is a complex situation and that you may have questions and individual concerns that you may need to discuss, if so please contact me or your son's Year Advisor directly on 9587 1770.

Yours Sincerely

Mark Marciniak,  
Principal

## Students return to school from the 11<sup>th</sup> May

### Term 2 Week 3

	<b>Phase 1 From the 11<sup>th</sup> May</b>	<b>Phase 2 Date to be advised</b>
<b>Monday</b>	Year 7 Students Year 11 Students	Year 7 Students Year 10 Students Year 11 Students
<b>Tuesday</b>	Year 8 Students Year 12 Students Support Students	Year 8 Students Year 9 Students Year 12 Students Support Students
<b>Wednesday</b>	All students Learning from home	All students Learning from home
<b>Thursday</b>	Year 10 Students Year 11 Students	Year 8 Students Year 10 Students Year 11 Students
<b>Friday</b>	Year 9 Students Year 12 Students Support Students	Year 7 Students Year 9 Students Year 12 Students Support Students

## PHASE 0

## PHASE 1

## PHASE 2

## PHASE 3

## PHASE 4

### At all times

- Schools are safe places for students, teachers and staff.
- All students engage with a single unit of work.
- Keep up-to-date with your school's communications to make sure you receive important messages about timetable changes.
- Any identified cases of COVID-19 will continue to be managed in line with health advice, including temporary school closures where necessary.

### Learning from home

Practical resources and guides to support students are available at the department's [Learning from home hub](#).

Schools are open for families who need it.

- Families are encouraged to keep their children at home wherever possible, with no student to be turned away.
- Students who attend school are supervised only, not in their regular classes.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

You must continue to

- Keep your child/children at home if possible.
- Support your child/children to continue learning at home.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

Students at school at least one day per week.

- Schools have discretion for establishing which group attends on which day, with a preference to group siblings/families together.
- Families who need to send their child to school every day may continue to do so and no child will be turned away.
- Classes are split across different spaces and break times can be staggered.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

You can now

- Send your child/children to school one day a week.
- You are encouraged to keep you child at home for the rest of the week wherever possible.
- Check with your school to see which day of the week your child/children should attend.
- Use the school canteen and uniform shop where appropriate hygiene measures are in place.

You must continue to

- Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.
- Maintain social distancing by avoiding gathering outside of school gates.
- Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.
- Support your child/children to continue learning at home on remote learning days.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

Students at school at least two days per week.

- Schools have discretion for establishing which group attends on which days, with a preference to group siblings/families together.
- Families who need to send their child to school every day may continue to do so and no child will be turned away.
- Classes are split across different spaces and break times can be staggered.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

You can now

- Send your child/children to school two days a week.
- You are encouraged to keep you child at home for the rest of the week wherever possible.
- Check with your school to see which two days of the week your child/children should attend.
- Use the school canteen and uniform shop where appropriate hygiene measures are in place.

You must continue to

- Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.
- Maintain social distancing by avoiding gathering outside of school gates.
- Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.
- Support your child/children to continue learning at home on remote learning days.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

Students at school five days per week, with social distancing measures.

- Students with increased health risks may continue to learn at home to suit their individual needs.
- Students remain in the same classroom for the day, break times can be staggered to reduce mixing between class groups.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

You can now

- Send your child/children to school every day.
- Access community services run on school sites, where they are not restricted by Public Health Orders.
- Use the school canteen and uniform shop where appropriate hygiene measures are in place.
- Walk your child/children into and out of school while maintaining social distancing.

You must continue to

- Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.
- Maintain social distancing by avoiding gathering outside of school gates.
- Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.
- Support your child/children to continue to learn at home if they are required to learn remotely.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

Students at school five days per week, with full school activities.

- Normal school breaks and entry/exit processes will resume.
- Infection control procedures will continue on a school by school basis.
- Communication to staff, students and families regarding NSW Health advice will continue.
- Continued communication to the Early Childhood Education sector regarding NSW Health Advice.

You can now

- Send your child/children to school every day.
- Participate in school excursions and inter-school activities.
- Use playground equipment at schools.
- Drop your child/children off at school as you would normally do.
- Participate in school based activities such as volunteering in classes and assemblies.
- Use services that usually operate at your school like canteens and other community run activities.

# A managed return to school

Guidelines for families