

Dear parent and carers,

As promised, I am writing with additional information about the return of students to our school campus. First, a reminder about the dates for our phased return.

<b>Commencing 25 October (Week 4)</b>	<ul style="list-style-type: none"> <li>• Early childhood centres (ECEC)</li> <li>• Preschool and kindergarten</li> <li>• Years 1 and 2</li> <li>• Year 6</li> <li>• Years 9 and 10</li> <li>• Out of school hours care (OSHC)</li> </ul>
<b>Commencing 1 November (Week 5)</b>	<ul style="list-style-type: none"> <li>• Years 3, 4 and 5</li> <li>• Years 7 and 8</li> </ul>
<p><i>From weeks 1 to 4 of term, onsite supervision and care continues to be available for vulnerable children and young people whose parents are essential workers.</i></p>	

Drawing on national and local health advice we have developed a return to school plan which has three key priorities:

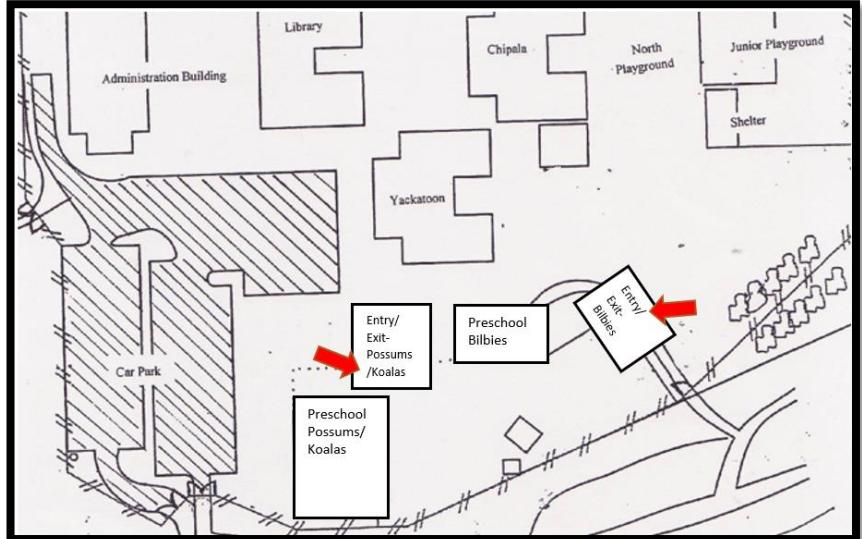
- the health and safety of staff and young people,
- the mental and emotional well-being of students and staff, and
- ensuring continuity of learning.

Below is an outline of [ACT Health Guidelines](#) that schools are required to implement to ensure effective COVID-19 measures are in place.

<b>Use of Check in CBR app</b>	All staff and visitors must check in using the 'Check in CBR' app. Parents and carers cannot enter school grounds except for an essential reason. Visitors must call to make an appointment, or in advance of attendance. All visitors must report to the front office.
<b>Student illness</b>	Staff and students who are unwell are not able to attend school. Students who present unwell will be required to go home.
<b>Hygiene</b>	Schools will maintain and promote appropriate hand hygiene and respiratory hygiene practices. Students will need to wash hands and use hand sanitisers throughout the day. Students will not be allowed to share food or drink.

<b>Masks</b>	Staff, visitors and students* in years 7-12 must wear a face mask on campus. Students in years 3-6 are encouraged to wear a mask if they are comfortable doing so. Students in Preschool to year 2 are not required to wear a mask. Masks may not be suitable for students with a disability or medical condition and schools will make allowances for those students not to wear masks.  <i>* Students will be required to wear their personal masks. Masks will be available at school for those who require them. Disposable masks need to be changed every four hours.</i>
<b>Physical Distancing</b>	Physical distancing between children and young people is not always possible, particularly in single classrooms and school environments. It is however important for limiting the transmission of COVID 19. To promote physical distancing we may adjust learning programs, breaktimes, our timetable as well as pick up and drop off arrangements. More specific information about what this means for your child is included below.
<b>Environmental cleaning</b>	Our school cleaning program includes regular cleaning of high touch services, frequently used objects, and play equipment.
<b>Ventilation</b>	All schools have been assessed to increase fresh air circulation and this may involve changes to ventilation, modified HVAC system settings and maximising the use of outdoor learning spaces.
<b>Managing suspected cases</b>	We are prepared to respond to a positive COVID-19 case on campus, should the need arise. ACT Health will provide direction to the school and community, which may result in a full or partial school closure. A student who presents with symptoms of COVID-19 will be isolated with suitable supervision, and parents will be required to collect their child. Symptomatic students will be required to wear a mask.
<b>Will schools have routine testing for COVID-19?</b>	Anyone with COVID-19 symptoms should get tested immediately. ACT Health is not recommending routine COVID-19 testing of children, young people or staff using rapid antigen testing.
<b>Wellbeing supports</b>	Wellbeing and learning supports, such as face to face appointments with the school psychologist or access to a Learning Support Assistant, will recommence with the return to school.  For parents and carers of students with a medical vulnerability: if you wish the school to make reasonable adjustments for the safe return of your child, you must consult a GP and provide medical advice to that effect. Where adjustments can't be made, the school will support your child to learn from home.

To further support the ACT Health Guidelines our school is making the following adjustments.

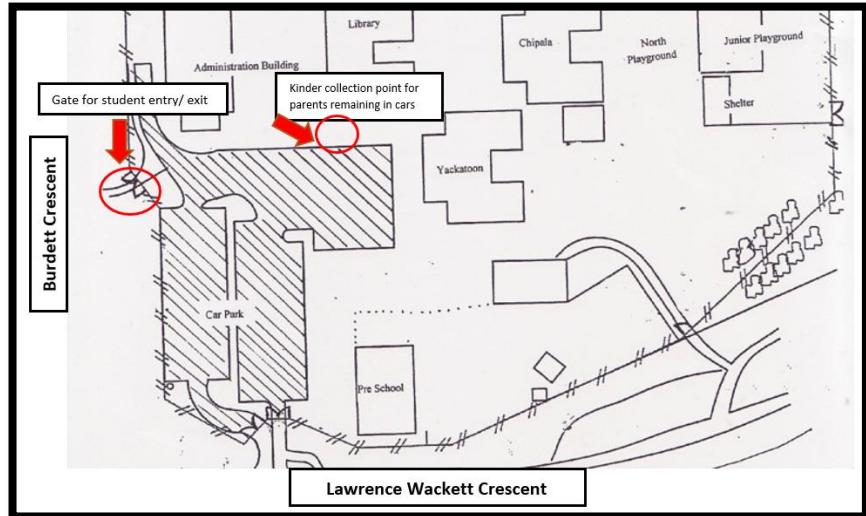
<b>Drop off and pick up</b>	<p>The following arrangements have been made to assist you to drop off and collect your child/ren in the safest and most efficient way. Please refer to the information most relevant to your child's cohort.</p>
	<p><b>Preschool</b></p> <ul style="list-style-type: none"> <li>Each preschool group (Bilbies, Possums and Koalas) will have a designated entry and exit point where parents will be able to hand their children over to a member of staff/ collect their children. These are located at the preschool front gate (Bilbies and Koalas) and at the rear gate of the preschool (Possums) (Please see map below).</li> <li>Parents will need to observe social distancing requirements as well as wearing face masks whilst waiting at their child's designated gate.</li> <li>To support social distancing, parents will be able to begin dropping their child off at their designated gate from 8:45am and collecting their child from 2:45pm. These are as follows: <ul style="list-style-type: none"> <li>→ <b>Bilbies:</b> 8:45am (drop off), 2:45pm (collection)</li> <li>→ <b>Possums:</b> 8:45am (drop off), 2:45pm (collection)</li> <li>→ <b>Koalas:</b> 8:45am (drop off), 2:45pm (collection)</li> </ul> </li> <li>Older siblings of preschool students in K-6 will be allowed to leave their class at 2:45pm to meet their parent at the carpark.</li> </ul>  <p><b>Kindergarten</b></p> <ul style="list-style-type: none"> <li>Students will enter their unit once they have arrived at school in the morning for supervised quiet settling time.</li> <li>Kindergarten students will be able to be collected from school from <b>2:45pm</b> each day.</li> <li>Kindergarten teachers will have students sitting on the grassed area at the front of the school ready for collection.</li> <li>Families are permitted to collect their child via the drive through waiting bay in the carpark or by waiting outside the Burdett Crescent gate (see map and photo below).</li> <li>When assisting children into the car and loading items such as bags and bikes, parents are required to wear facial masks.</li> <li>It is important to note that adults are not permitted to enter the school grounds.</li> </ul>



### Years 1-6

- Students who have a sibling in preschool are permitted to wait at the front of the school from **2:45pm** for their parent to complete collection of the preschool sibling.
- Students with a sibling in kindergarten are permitted to accompany their sibling at the front of the school at collection time.
- When assisting children into the car and loading items such as bags and bikes, parents are required to wear facial masks.
- All other students will commence school at **9am** and be dismissed at **3pm**. Students will enter and/or leave the care of the school in one of the following ways:
  - Attending Before/ After School Care.
  - Walking to school/ home alone (as arranged with Parents/ Carers).
  - Being dropped off/ collected by a parent in the carpark, where the parent remains in the car.
  - Being dropped off/ collected by a parent at the Burdett Crescent gate, where the parent remains outside the gate, wearing a mask and social distancing. (Please see photo below. A larger picture is attached to this email).
- Students will enter their unit once they have arrived at school for supervised quiet settling time.
- It is important to note that adults are not permitted to enter the school grounds.





### **Early pick up**

- Parents are able to park in the school car park and phone the front office to notify them when an early pick up is required.
- A member of staff will arrange for the child being collected early to make their way to the front of the school and be handed over at the carpark.
- Parents are required to remain in their car.
- In the instance of children being picked up early from school due to illness, parents are asked to notify the front office via phone call that they have arrived in the carpark and remain in their car. A member of staff will accompany the student to their parent's car for handover.

### **Late arrival**

- Parents are asked to please remain in their cars in the carpark and phone the front office. A member of staff will collect children from their car and accompany them to their classroom.

<b>Hygiene routines</b>	<ul style="list-style-type: none"> <li>• Each learning space across the school will be equipped with the following hygiene items:           <ul style="list-style-type: none"> <li>→ Hand sanitiser</li> <li>→ Disposable sanitising wipes</li> <li>→ Surface spray and paper towel</li> <li>→ Facial tissues</li> <li>→ Designated mask disposal bins</li> </ul> </li> <li>• Students will be encouraged to sanitise their hands at multiple times throughout the day including:           <ul style="list-style-type: none"> <li>→ As they enter the learning space</li> <li>→ Before eating</li> <li>→ Returning from the toilet</li> <li>→ Prior to accessing the play equipment</li> <li>→ Before and after using the library</li> </ul> </li> </ul>
<b>Teaching and learning</b>	<p>When students return to school, they will remain in year group cohorts as much as possible. This will mean that students will remain with students in their unit during learning sessions as well as class teachers from the unit.</p> <p><b>Specialist Program</b></p> <ul style="list-style-type: none"> <li>• Across the week, students will continue to engage in their specialist programs of Art, Physical Education, Sustainability and STEM.</li> <li>• Specialist programs will only focus on one cohort per day, as to minimise exposure across multiple cohorts.</li> </ul>

	<p><b>Extra-curricular programs</b></p> <ul style="list-style-type: none"> <li>• <b>Ukulele Band:</b> as this is not a ‘wind- instrument’ activity, the Ukulele band will continue each week for students in years 5 and 6.</li> <li>• <b>Clubs:</b> will be placed on hold for the foreseeable future in order to limit the cross mingling of student cohorts across the school.</li> <li>• <b>Excursions-</b> have been placed on hold until further notice.</li> <li>• <b>Transition programs:</b> Preschool 2022 interviews will be conducted via an online platform. Year 7 2022 transition visits will be advised by High Schools.</li> <li>• <b>Assemblies:</b> Will remain online in weeks 2, 5 and 7. Classes will join these assemblies via Google Meets from within their classrooms.</li> <li>• <b>Bike program:</b> Opportunities to use the bikes will be provided to students during their in class Physical Education lessons.</li> </ul> <p><b>Front office Enquires</b></p> <ul style="list-style-type: none"> <li>• Please note that the Front Office will be locked down to public access.</li> <li>• For all enquires please phone the Front Office on (02) 6142 3100 or email: <a href="mailto:theodoreps@ed.act.edu.au">theodoreps@ed.act.edu.au</a></li> </ul>
<b>Break times</b>	<p><b>Before School</b></p> <ul style="list-style-type: none"> <li>• Students will enter their learning units once they arrive at school in the morning.</li> <li>• Teachers will provide students with supervised quiet settling time prior to learning programs commencing at 9:00am.</li> </ul> <p><b>Break 1</b></p> <ul style="list-style-type: none"> <li>• Kindergarten and years 3-4 students will have Break 1 at 10:30am. Kindergarten students will play at the junior play equipment and junior turf areas. Years 3-4 students will use the senior playground and senior grassed areas.</li> <li>• Years 1-2 and 5-6 students will have Break 1 at 11:05am. Years 1-2 students will play at the junior play equipment and junior turf areas. Years 5-6 will use the senior playground and senior grassed areas.</li> <li>• Students will be supervised by teachers from their units.</li> </ul> <p><b>Break 2</b></p> <ul style="list-style-type: none"> <li>• Kindergarten and years 3-4 students have Break 2 at 12:30pm. Kindergarten students will play at the junior play equipment and junior turf areas. Years 3-4 students will use the senior playground and senior grassed areas.</li> <li>• Years 1-2 and 5-6 students have break 2 at 1:05pm. Years 1-2 students will play at the junior play equipment and junior turf areas. Years 5-6 will use the senior playground and senior grassed areas.</li> <li>• Students will be supervised by teachers from their units.</li> </ul>
<b>Before and After School Care</b>	Parents dropping off or collecting students from Before and After School Care will be permitted to do so in person in accordance with social distancing and hygiene guidelines. This is to fulfill the requirements of parents signing their children in/ out of these programs.

We will continue to review and adjust these measures based on the most up to date advice from ACT Health.

Remember, all adults and children aged 12 years and above are eligible for vaccination. If your child is eligible but not yet vaccinated, we encourage you to book them in by calling the COVID-19 vaccination line on 5124 7700 daily between 7am-7pm. Bookings can also be made with some [GP clinics and pharmacies](#).

We understand that there has been considerable change and uncertainty for our students during the pandemic, and as we transition back to school. I'd remind you that you and your child can book an appointment with our Telehealth Support Service on 02 6205 1559 between 9.00am and 4.30pm weekdays. With the return to school, your child will also be able to organise face to face sessions with the school psychologist.

For more information about the return to schools, I'd recommend visiting [the Education Directorate's website](#).

You can keep up to date with the latest health information, advice and resources on the [ACT's COVID-19 website](#).

I would also like to take this opportunity to thank you for your support and understanding as we return to face-to-face schooling.

We look forward to seeing all our students back at school.

My regards,

Debbie Martens

Principal- Theodore Primary School