



28 April 2020

TERM 2 SCHOOL OPERATIONS (COVID-19 UPDATE)

Dear Parents and Carers,

We hope this letter finds you and your family well. We anticipate that you have experienced and enjoyed a considerable amount of family time during this holiday period.

As communicated previously, we are moving towards the managed return to school for all of our students. This will be done through the Department of Education's phased approach (attached), to balance the needs of students, staff and their families. The Department of Education has advised schools to individually structure this managed return to school for their context, with every school's organisation looking differently.

Below is an overview of Quakers Hill Public School's operations during Phase 0 and Phase 1. Additional information regarding the following phases will be provided once their implementation dates are made available.

PHASE 0 – WEEKS 1-2 REMOTE LEARNING CONTINUES

In Weeks 1 and 2, students will return to distance learning via the online learning platforms SeeSaw (K-4) and Microsoft Teams (Yrs 5-6). Students who are experiencing challenges accessing online materials can arrange to pick up a take home pack from the front office.

The NSW Premier continues to strongly encourage families **to keep their children at home**, however the school will remain open with no student turned away. Students who attend school are supervised only, not in their regular classes, as they engage in the same learning as the students learning remotely.

PHASE 1 – WEEK 3 ONWARDS

Teaching and Learning

Phase 1 of the managed return to school will begin on Monday 11 May 2020. In this phase, the single method of teaching and learning continues with all students rostered to attend school one day per week. In order to comply with the Department of Education guidelines and student/teacher safety, our teachers will attend school twice a week to provide face to face explicit teaching and learning to their students; with half of their class rostered to attend one day and the other half the next. The lessons delivered to each half of the class on day 1 and day 2 will be identical and any student who attends on their non-rostered day will be provided supervision only, not in their regular class. Over the course of a week, each student will have one face to face learning day at school, three days of distance learning and one day of independent learning activities.

- **Face to face explicit teaching and learning** – delivered to students one rostered day a week, in their classroom with their class teacher.
- **Distance learning** – three days a week, teachers will provide daily structured activities for their students to complete throughout the day. Teachers will be available via their class' online learning platform to provide guidance and feedback.

- **Independent learning activities** – all students will participate in independent learning activities one day per week whilst the other half of their class is at school for explicit teaching and learning. As teachers will be in class delivering quality lessons and providing immediate feedback to the rostered students at school, they will not be available via their online learning platform. Students will be provided with independent activities to complete and are requested not to post on their online learning platforms during this day.

By the end of Week 1, classroom teachers will contact all students via their online learning platform to inform them of their rostered school day. Due to the organisational structures, we will not be able to accommodate requests for particular days or to change a child's rostered day at school.

Community

In order to keep our whole school community safe, we will be employing a *kiss and drop* method for morning arrivals. Parents are requested to drop off their child/ren from 8:40 am at Gate 1 (Quakers Rd pedestrian crossing gate) or Gate 4 (Medlow Dr basketball court pedestrian gate), where they will be greeted by staff. Throughout the day, the school gates will remain locked until 3:10 pm, when parents will be let in to collect their child/ren directly from their classroom and then proceed straight home (leave the school grounds).

Health and Safety

In line with the current advice, if a child is unwell or displaying any symptoms they **MUST** stay home. This is important for their health, as well as that of their peers and teachers. Families are reminded of the following:

- Wash hands regularly and thoroughly with soap and water for at least 20 seconds
- Sneeze into your elbow or tissue, dispose of the tissue and wash hands afterwards
- Cover nose and mouth when coughing and wash hands afterwards

Facilities

Operations of the following facilities will be limited:

- The school canteen will remain closed until further notice. Please ensure your child/ren bring their own lunch and recess to school.
- School banking is temporarily ceased until further notice.
- Orders for the school uniform shop can be placed through the school office.

At Quakers Hill Public School we understand that these are challenging times and only ask that families do their best. The health and wellbeing of all families is our key priority and encourage you to aim for a balanced approach to learning from home. We have been incredibly appreciative of the support and understanding that we have received from our school community during these unprecedented times.

We would also like to thank the extraordinarily amazing executive team and staff at Quakers Hill Public School who have gone above and beyond to learn new modes of lesson delivery and technology platforms when designing and creating new content in a short time period to ensure their students' learning and growth continues. They have demonstrated why teachers are pivotal in every child's education and development. Whilst nothing can replace face to face explicit teaching and the interactions and relationships that teachers create, we have endeavoured to, and believe we have developed a single method of teaching and learning that provides the best possible outcomes for our students whilst we manage the return to school.

Bert Lo Campo
Principal

Shonah Gibson & Rosannah Ryan
Deputy Principals

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 your 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 your 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