



1 May 2020

Dear Parents, Carers and Students

The term has commenced successfully with students demonstrating a great commitment to engaging in Home Based Learning, communicating with their teachers via Microsoft Teams and participating in a range of online learning experiences. As described in my previous correspondence, providing an opportunity for the boys to maintain a connection with their teachers, peers and the school community has guided the implementation of many of our approaches to online learning. It was pleasing to see the vast majority of students engaging in the Year Assemblies on Monday morning and well over nine hundred boys and staff joining the Whole School Assembly on Wednesday morning. These assemblies will continue throughout the term. The College Prefects did a wonderful job in leading the Whole School Assembly and interested parents can access a recording of the assembly at [St Edward's College Assembly](#).

The NSW Premier recently announced that schools will commence a reintegration of students to face-to-face teaching, commencing in week three of Term 2. The College has developed a detailed reintegration plan based on the following guiding principles:

1. The health and safety of staff and students is paramount with a range of hygiene, safety and cleaning protocols being implemented.
2. With the recent announcement by NSW Education Standards Authority that HSC Examinations and Major Works will go ahead, Year 12 students have been given a priority in relation to a return to face-to-face learning.
3. A staggered approach to students returning will be implemented to reduce the number of staff and students on campus each day to promote social distancing. Only two year groups will be attending school each day and boys are strongly encouraged to attend school on their timetabled days for face-to face learning.
4. Ongoing evaluation is critical in determining any evolution of the reintegration plan.
5. The length of time that the plan will continue to operate in the initial format will be determined by the health advice provided by the NSW Department of Health in consultation with EREA.

With these principles in mind the following information provides detail regarding how we plan to proceed commencing **Monday May 11**.

Timetable

The double period timetable will continue with students only required to attend school on the days that they are timetabled. If the occupation of parents is in essential services or if a parent has returned to work and a student cannot work from home, supervision will continue to be provided at the College throughout the week. Parents are asked to follow normal procedures in notifying the College if their son will not be attending school on their timetabled day.

The timetable is as follows:

Monday	Tuesday	Wednesday	Thursday	Friday
Year 12	Year 12	Year 12	Year 12	Year 10
Year 11	Year 7		Year 9	Year 8





Year 12 students will only be required to attend school for scheduled lessons. They are permitted to arrive in time for period 3 or leave after period 4 if they do not have morning and afternoon lessons and are required to sign in and out at student reception as per normal procedure for flexi-timetable. They will not be permitted to leave the College during the day if they have lessons in the morning and afternoon and the library will be available for quiet study during free periods. Students are reminded of the College policies associated with driving to school.

Hygiene, Safety and Cleaning Controls

The following health, safety and cleaning measures are being implemented.

1. Any staff member or student who displays any signs and symptoms of COVID-19 is not permitted to attend school.
2. The College will take a strong stance on sending home any staff member or student who presents with any of the signs and symptoms.
3. Staff and students will have their temperature checked each morning on arrival and any student or staff member who has a body temperature that falls within the range of a fever will be asked to return home.
4. Touchless hand sanitising stations have been purchased and will be strategically positioned around the College. Students will be asked to clean their hands on arrival and between lessons.
5. Additional cleaning staff have been employed to ensure that student toilet facilities are cleaned three times a day as well as classrooms that are free.
6. Hand wipes will be provided to all classrooms and students will be asked to wipe down their desk, chair and laptop prior to leaving the classroom each lesson.
7. All classrooms and high traffic touch areas will be thoroughly cleaned each evening.
8. Water fountains will not be accessible to students. Students are encouraged to bring a refillable water bottle, and our cold-water filling stations will be operating.
9. Several large teaching spaces have been established to promote social distancing in the classroom.
10. Staggered access to the canteen at recess and lunch to minimise the number of students in this area.
11. Ample supervision will be provided at recess and lunch across a range of playground areas to prevent congestion during these times.
12. Students will not be permitted to participate in contact games such as touch football at recess and lunch.

Technology

Students in Years 7 to 9 are required to bring their laptop to school ensuring that it is fully charged. Students in Years 10-12 who borrowed a school device are required to bring these devices to school on their timetabled day. We also encourage students in Years 10-12 to bring their own device if this is possible. School devices will be made available throughout the day for students in Years 10-12 who are not able to bring their own or a school borrowed device.

Uniform

Due to the difficult financial situation faced by many families combined with a lack of lead in time to organise a winter uniform, the following uniform requirements have been established for Terms 2 and 3.



1. Students are welcome but are not required to wear a College blazer.
2. A summer uniform is permitted while the temperature remains warm.
3. A tie is to be worn if a student is wearing his winter uniform.
4. As we move into the colder months, students are to wear either their College jumper or College tracksuit top, if they do not have a blazer.
5. On days where a student has the subject of PD/H/PE, they are permitted to wear their College sport uniform or tracksuit to school for the day.
6. No non-school uniform items are to be worn at any time.

Cowan and Lewis will be opening their warehouse at Unit 3/6 Bowen Crescent West Gosford for uniform purchases from Monday May 4 to Friday May 8 between the hours 8am-5pm. Strict social distancing guidelines will be followed so please be aware that if the shopfront is up to capacity with customers, you will be required to wait outside and maintain 1.5m social distancing requirements at all times. From Monday May 11, the warehouse opening hours will be reduced and families will be notified of the new temporary hours once confirmed. The College Uniform Shop on campus will not be open until all students have returned to the normal school routine. Families can access the warehouse or alternatively order online, and items can be delivered to the College office for students to collect.

We are fortunate to be members of a wonderfully supportive community. It is during this difficult time that you may be in a position to assist other families through the donation of quality items of the College uniform. I invite any family who would like to donate any item(s) of clothing to either send these items in with their son on the day they are at school or bring them to the main reception office. We ask that uniform items be of good quality and have been washed and neatly presented. Parents who would like to express an interest or need in being provided with an item(s) of uniform can email info@stedwards.nsw.edu.au. All requests will be kept confidential and our Support Staff will organise the collection and distribution.

Canteen

The canteen will be operating with a limited menu during recess and lunch on Monday, Tuesday, Thursday and Friday.

School Fees

The College is very aware that many families are experiencing financial hardship due to loss of employment, and we are currently establishing mechanisms by which families will be able to apply for a fee reduction. This information will be provided to families who applied for a deferment of fees in the coming weeks. If your circumstances have changed and you wish to apply for a deferment of fees, please contact the College accounts department on accounts@stedwards.nsw.edu.au. I would like to once again emphasise that **no child will be denied ongoing enrolment due to inability to pay fees**. We are committed to working with all our families throughout this difficult time.

Travel

We have been informed by the bus company operators that normal services will continue throughout the school term. The health and safety of drivers and students is a priority and boys are encouraged where to maintain hygiene practices. Bus





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companies have introduced extra cleaning, with each bus receiving a disinfectant treatment each day, including regularly touched surfaces such as handrails, poles seats and doors. With a smaller number of students attending each day, it is hoped that many of the buses will be less crowded.

Parent Support Line

Supporting the health and wellbeing of students remains a priority during this difficult time. The College has established a Support Line which allows parents to book in a phone consultation with one of our College Counsellors. The service provides a safe place for parents to access support regarding issues they may be experiencing themselves or with their son(s). Parents are encouraged to reach out and know that support is readily available to them. Access to the Support Line is available through the College Website at [Parent Support Line](#)

Please do not hesitate to contact me at principal@stedwards.nsw.edu.au if you have any questions or would like to discuss the information outlined in this letter.

Yours sincerely

Mark Bonnici
College Principal