



St Edward's College

Plan for the Whole School Return to Face-to-Face-Teaching

Dear Parents Carers and Students

We are planning for the return of the whole school to face-to-face teaching on **Monday November 8**. We have adopted a very cautious approach to students returning to school, taking into consideration the detailed advice that we have received from Catholic Schools NSW. Throughout the entire COVID-19 experience, both in 2020 and now again in 2021, the College has always ensured that the well-being and safety of staff and students is of paramount importance in our decision making and planning. We are aware that the level of engagement with online learning for some students has become more difficult due to the duration of Home-Based Learning and we thank families and students for their patience and support and are very much looking forward to having all students return on November 8. If families are returning to work and would prefer that their son/s attend school on days scheduled for Home-Based Learning in the lead up to the full return, we welcome and encourage them to do so. Supervision will be provided and students will participate in online work on these days.

We have carefully analysed the return of students so far to effectively plan for a safe return of all students. We have received additional advice from CSNSW regarding health and safety, permissible activities and protocols that are designed to mitigate the risk as much as reasonably possible within our school context. We will continue to review the current COVID-19 environment and advice on a fortnightly basis and ensure that we keep our whole community informed. We are relying on the co-operation of all students and families, for the remainder of the school year, to ensure that we can create the safest possible environment for all members of our school.

The information outlined below is designed to supplement previous protocols that have been shared with families and provide some important reminders as well as introduce additional measures based on recent advice.

Learning Delivery

- We will revert to our normal five period day timetable for all classes.
- Friday afternoon sport is now permissible, but only for onsite activities. We do not have the required space or facilities for all students in Years 7-10 to participate in a sporting afternoon at once. This will mean that Year 7-10 students will be scheduled for Friday afternoon activities on a fortnightly rotation, with lessons scheduled on the alternate Friday afternoon.
- Year 11 will continue with Friday afternoon lessons.

Masks and Face Coverings

- NSW Health advice requires all staff and students to wear a face mask or covering at all times while indoors.
- Face masks are not required when outdoors but are required when moving about on verandas and corridors.
- Students who for medical reasons cannot wear a mask must provide a medical certificate explaining their condition.
- Students are required to carry a mask with them at all times while on campus.
- Students are required to wear a face mask while travelling to and from school by bus.



- Students are encouraged to bring two masks to school each day so in the event that their mask is lost or broken they have a spare mask to use.

Student Attendance

- It is the expectation that students attend school each day from November 8.
- If a family decides to keep their son home from school due to concerns regarding, COVID-19 their son will be marked absent.
- Parents are required to inform the College of their son's absence as per normal school protocols.
- Teachers will adopt one mode of delivery approach to teaching and learning, only teaching students in attendance in class.
- Lesson information will be available on the College Portal for students who do not attend.

Pick up and Drop Off

- It is understandable that parents may be concerned about their son catching a bus to school.
- If you intend on dropping off or picking up your son, you are asked to do this at the Frederick Street Entrance (Top Entrance) to the College.
- Parents will not be permitted on site.
- If your son is ill or injured, you will be provided with instructions from the Office staff about collecting your son from school.
- Parents are encouraged to not allow their son to be dropped off or picked up from school by someone outside their household.

Health Hygiene and Safety Protocols

- We have employed additional cleaning personnel to work throughout the day to clean restroom facilities and unused classrooms and high touch areas regularly and students will be asked to wipe down their desk and laptop at the end of each lesson.
- Practices associated with physical distancing will be promoted where possible, but parents must understand that this will not generally be achievable as the number of students on site increases and particularly when students are travelling to and from school.
- Hand sanitising stations are located at several locations around the College and students are encouraged to regularly sanitise their hands, on arrival, before and after breaks and prior to boarding buses.
- Any students or staff who display any signs and symptoms of COVID-19 (fever, coughing, sore throat, shortness of breath) are not permitted to attend school. They will be required to be tested for COVID-19 and the test results will need to be provided to the College before they can return. The College will take a strong stance on sending home any staff member or student who presents with any of the signs and symptoms as per the Government Department of Health website advice.

Families will be aware that some schools on the Central Coast and throughout NSW have been required to close since returning to face-to-face teaching due to a positive case of COVID-19 within their community. It is important that all families are familiar with the details of the College's response plan to a positive test within our community. These details are as follows.



Action Plan in response to a member of the College Community testing positive to COVID-19

We have established an action plan to implement in consultation with NSW Health, if a member of the St Edward's community tests positive and we are notified of this during school time. A positive notification may require the College to be closed to allow contact tracing and thorough cleaning of facilities. The following information summarises this plan.

- Parents will be notified via SMS, email, the College App and Facebook that a member of the community has tested positive.
- The decision to close the College will be made in consultation with NSW Health and CSNSW.
- Classes will be suspended.
- Senior students who drive to school and students who walk home will be permitted to make their own way home.
- NSW Health has advised that no student will be permitted to travel home on College or public buses.
- Students will be supervised in designated areas of the college in a physically distant manner and parents will be required to make arrangements to pick up their son from school as quickly as possible. It is hoped that this can be done within a two-hour period from notification.
- Students will be permitted to use their mobile phones to co-ordinate their pickup time.
- Parents are asked to meet their son at the Russel Drysdale (lower) entry to the school. No student will be able to leave via the Frederick Street (top) entry as these gates will be locked.
- No parents or members of the public will be permitted on site.
- Additional staff will be redeployed to answering phone calls to assist this process.
- Updates will continue to be provided via email throughout the day.
- On the following day, students will recommence Home-Based Learning until the school becomes operational again.

If we are notified outside of school time, families will be notified via SMS, email, the College App and Facebook. Regular updates will follow and students will recommence Home-Based Learning until the school becomes operational again.

We understand that it may be difficult for some families to pick up their son if we are required to implement this action plan and we ask that families discuss contingencies so that appropriate arrangements can be made. The accuracy of parent contact details is critical to the effectiveness of this plan. I therefore I ask that parents check the accuracy of contact details on the Parent Portal ensuring that your most current details are listed.

Please do not hesitate to contact me on 4321 6400, or 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