

St Michael's COVID-19 Return to school planning considerations (modified from EQ)

Considerations to support transition to school-based learning arrangements

Required – refers to those actions/strategies that school must ensure are in place for the return of students to learning at school

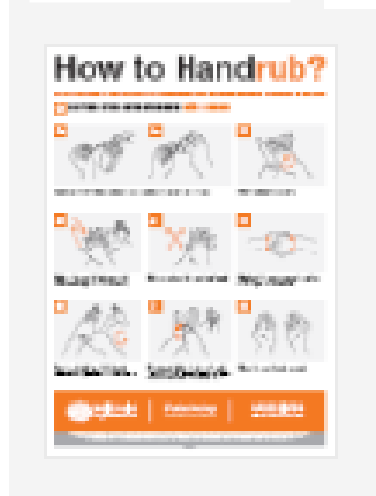
School-based arrangements – refers to those actions/strategies that schools are advised to consider within their local context.

Health and hygiene

Required:	Action taken:
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Provide facilities for regular handwashing and sanitising in every classroom

- Multiple soap dispensers have been fitted to each classroom sink – coughing and sneezing, washing hands and handrub hygiene posters have been installed in all areas of classrooms, learning areas, staff rooms and toilets.



Display student promotional materials promoting hygiene and physical distancing in appropriate locations



- Promotional materials have been displayed in toilets, classrooms and display cabinets within the school. Social distancing signs and floor decals have been ordered 6/05/20 an ETA 8/05/20



Seek advice and assistance if unable to source adequate supplies.

- David Kemp – WHS Manager is in constant contact with us on sourcing adequate supplies.
- School has sourced several local vendors to handle supply at the present time.
- IGA is assisting with providing larger quantities of wipes, spray n wipe when available – Tosco working close with the school to provide stock
- Tosco is assisting with providing and ordering on cleaning items of demand
- Bunnings, through Procurement Australasia Ltd has stock of hand sanitiser ETA 8th May

Increased cleaning of:

- staff rooms
- classrooms
- play equipment
- high frequency touch points such as drink taps, door handles, handrails and toilets

Continue to notify any suspected or confirmed cases of COVID-19 to DSE

School based arrangements:

Action taken:

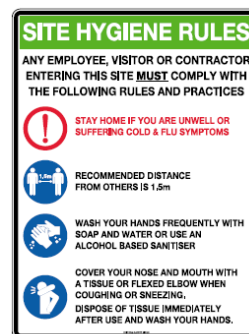
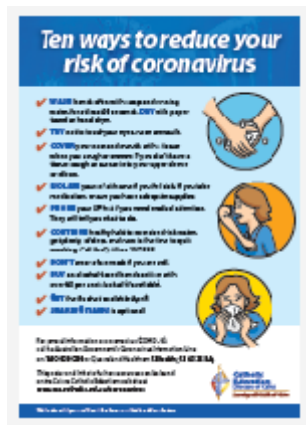
Maximise airflow in enclosed spaces

- Windows and doors left open for maximising airflow.

Consider using alternative spaces for learning

Ensure hygiene for visitors and contractors

- Signage has been ordered 6/05/20 for front of the administration. Hand sanitiser and wipes are available at administration for staff to wipe down after each use of sign in register on the iPad.



Physical distancing

Required:

Maintain 1.5m between adults

Ensure physical distancing for employees in staff rooms, classrooms and other shared spaces

Make arrangements for staff meetings to occur online or via teleconference

Manage access and physical distancing to school site by contractors

Limit access to school site by non-essential visitors and other adults, including parents and carers

Advise DSE of any concerns about responses by parents/carers or other persons external to the school.

1.5 metres and 4sq metres does not apply to students but used as a guide a practically managed

Maintain spacing between students based on classroom size and number of students.

Action taken:

- Reminded through our staff briefings, explained in staff meetings and gatherings, reinforced with parents through all communications.
- Using Google meet have had our staff meetings.
- Discussed with contractors as they have entered the premises.
- Limited any social gatherings: exceptions being those of instrumental music and Yoga for wellbeing (discussed with Yoga instructor the importance of appropriate social distancing).
- Recognition of the need to space students out as fair as reasonably possible. Ensuring that students have adequate spacing for sitting during this time period.

School based arrangements:

Action taken:

Manage and monitor student drop off and pick up including supervision at key times

Manage access to and control of school car park

Supervise movements between school gate and classroom for younger students and as required

Consider reorganisation of the school day to decrease contact between classes and year levels (e.g. staggered start, break and lunch times where practicable)

Minimise or rearrange gathering points

- Informing students' parents know our expectations for drop off and pick up. There are a few parents that don't

Staffing

Required:

Action taken:

Ensure unwell staff stay away from school

- Click or tap here to enter text.

Maintain physical distancing of adults in staff rooms and other shared spaces, including classrooms

Conduct staff meetings online or via teleconference

Actively manage and allocate teaching and support staff (including casual and temporary) to support on-site and home-based learning

School based arrangements:

Action taken:

Support vulnerable staff working from home, including the development of a work plan for these staff

- Click or tap here to enter text.

Maintain regular communication with staff working from home about wellbeing and work performed at home

Ensure additional casual teachers and support staff are available and trained in the school's teaching and learning approach to manage staff absences and support different modes of learning

Consider alternative staffroom arrangements for staff where practicable

Continue to promote and monitor wellbeing in accordance with local school plan

Student management

Required:

Ensure students with compromised immune systems remain home and are supported with learning materials

Action taken:

- Click or tap here to enter text.

Maintain all student reporting requirements including attendance and student protection. See:

Ensure unwell students stay away from school in accordance with [Chief Health Officer directions](#)

School based arrangements:

Plan for monitoring and responding to increased wellbeing concerns

Action taken:

- Click or tap here to enter text.

Establish regular communication with students about appropriate hygiene measures, including display of student posters on hand washing.

Curriculum and school activities

Required:

Continued suspension of all mass gatherings of students, including:

- school assemblies
- interschool activities
- camps and excursions
- sports and swimming events
- arts events

Action taken:

- Click or tap here to enter text.

School based arrangements:

Assess student progress levels and plan for an adapted curriculum and timetable on return to school

Action taken:

- Click or tap here to enter text.

Make arrangements for students learning at home

Plan a revised assessment and reporting process aligned to school-based curriculum and timetable arrangements

Communication

Required:

Action taken:

Maintain regular communication with parents and caregivers about school operations and expectations

- Click or tap here to enter text.

School based arrangements:

Action taken:

Display promotional materials promoting hygiene and physical distancing in appropriate locations

- Click or tap here to enter text.

Advise staff of teaching, movement and office arrangements

Advise parents of learning arrangements

Advise parents of car park, drop off and restricted access to school

Ensure school staff are aware of departmental communication
