



SSCC COVID-19 Return to school planning considerations

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:	<input type="checkbox"/> Action taken:
Provide facilities for regular handwashing and sanitising in every classroom	<ul style="list-style-type: none"> Increased hand hygiene practices including daily reminders for students about when to wash hands.
Ensure adequate cleaning supplies, monitor and reorder proactively	<ul style="list-style-type: none"> Hand soap in dispenser bottles placed at every drinking foundation, in addition to handwash in toilets.
Display student promotional materials promoting hygiene and physical distancing in appropriate locations	<ul style="list-style-type: none"> Hand sanitiser in every classroom, at front reception and staff work areas.
Seek advice and assistance if unable to source adequate supplies	<ul style="list-style-type: none"> Chris Gillies to ensure adequate supply of hygiene and cleaning supplies.
Increased cleaning of: <ul style="list-style-type: none"> staff rooms classrooms play equipment high frequency touch points such as drink taps, door handles, hand rails and toilets 	<ul style="list-style-type: none"> General Handwashing, Hygiene and COVID specific information posters displayed in bathrooms, eating areas, lockers and classrooms. All high touch outdoor areas including water taps and furniture cleaned daily. All student desks and other internal high touch areas cleaned daily. Science Admin staff daily cleaning of equipment
Continue to notify any suspected or confirmed cases of COVID-19 through CES processes. See COVID link of College website	<ul style="list-style-type: none"> Daily cleaning of staffroom by rostered staff. Minimised use of play equipment.

School based arrangements:	<input type="checkbox"/> Action taken:
Maximise airflow in enclosed spaces	<ul style="list-style-type: none"> • Teachers advised to open windows rather than use air-conditioners. • Visitors to the school sign in electronically, provided with hand sanitiser and sign in unit wipe after each use.
Consider using alternative spaces for learning	
Ensure hygiene for visitors and contractors	

Physical distancing	
Required:	<input type="checkbox"/> Action taken:
Maintain 1.5m between adults	<ul style="list-style-type: none"> • Whole school isolation plan developed. Staff allocated specific rooms to work from. Bathroom facilities and lunch areas also regulated. Additional lunch areas organised to allow further distancing. • Daily briefing conducted using Zoom. • Contractors requested to attend on site outside school hours. • Parents requested to use stop, drop and go where possible. • Student distancing within classrooms as possible.
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 Regional Office of any concerns about responses by parents/carers or other persons external to the school.	

School based arrangements:	<input type="checkbox"/> Action taken:
Manage and monitor student drop off and pick up including supervision at key times	<ul style="list-style-type: none"> • Students reminded to spread out during break times. • Minimal use of car park by parents and students. • Given the size of the College and student body, students are able to decrease contact within the usual school procedures.
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

Staffing

Required:

Ensure unwell staff stay away from school

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

Action taken:

- Staff have been advised to stay home if they are unwell.
- Whole school isolation plan developed.
- Daily briefing conducted using Zoom.

School based arrangements:

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

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

Action taken:

- Vulnerable staff provided with resources and support to work from home.
- School Officers and LSO's supervising on site students.
- Middle Leaders checking with staff re wellbeing
- School counsellor providing wellbeing support for staff as well as students.
- College Canvas pages and content on parent portal regarding wellbeing.
- Alternative staffrooms allocated via isolation plan.

Student management

Required:	<input type="checkbox"/> Action taken:
Ensure students with compromised immune systems remain home and are supported with learning materials	<ul style="list-style-type: none">● Middle Leaders (Pastoral) will monitor the wellbeing of students with health issues, ensure they are provided with home-based learning material.
Maintain all student reporting requirements including attendance and student protection.	<ul style="list-style-type: none">● Attendance and roll marking will return to for face to face classes and will be marked by online home form teachers.● Parents and carers advised that students who are unwell are to stay home from school.
Ensure unwell students stay away from school in accordance with Chief Health Officer directions	

School based arrangements:	<input type="checkbox"/> Action taken:
Plan for monitoring and responding to increased wellbeing concerns	<ul style="list-style-type: none">● Student counsellor and Student Diversity offices to monitor those students who are on their regular caseload and support and additional wellbeing needs.
Establish regular communication with students about appropriate hygiene measures, including display of student posters on hand washing.	<ul style="list-style-type: none">● Daily reminders of hand hygiene requirements and social distancing expectations,

Curriculum and school activities

Required:	<input type="checkbox"/> Action taken:
Continued suspension of all mass gatherings of students, including: <ul style="list-style-type: none">● school assemblies● interschool activities● camps and excursions● sports and swimming events● arts events	<ul style="list-style-type: none">● No whole school gatherings during Term 2.

School based arrangements:	<input type="checkbox"/> Action taken:
Assess student progress levels and plan for an adapted curriculum and timetable on return to school	<ul style="list-style-type: none">● Student focus on core subjects for the during homebased learning phase.● Middle Leaders Curriculum will monitor
Make appropriate arrangements for students learning at home	

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

- Students learning at home provide with the necessary resources via Canvas and posted electronic copy/hard copies.
 - Proposed changes to reporting based on guidelines from CES administered through the Middle Leaders Curriculum
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Communication

Required:

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

Action taken:

- Principal to continue with regular written updates, newsletter and additional information uploaded to Parent Portal as required.

School based arrangements:

Display promotional materials promoting hygiene and physical distancing in appropriate locations

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

Action taken:

- Additional hygiene and COVID general health posters displayed in various locations throughout the school.
 - Staff advised of supervision and duty rosters.
 - Parents advised of learning arrangements via regular updates from the Principal.
 - Parents advised of College requirements by the Principal.
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