



St James

Catholic Primary School, Brighton

Return to School Transition and Planning-Information for Families

(12th October, 2021)

Hello Everyone,

All metropolitan students will have a staggered return to onsite learning, beginning on Monday 18th October. In accordance with the Victorian State Government's phased return to school plan. Please refer to the table below for the return to school dates for each year level and days of the week that your child's year level will be onsite.

Year Levels	From Monday 18th October	From Tuesday 26th October	Specialist Day	From Friday 5th November	Specialist Day
Prep	Monday-Wednesday	Monday-Wednesday	Friday- Seesaw Post	Monday-Friday	Tuesday/ Wednesday
1-2	Thursday-Friday	Thursday/Friday	Tuesday -Seesaw Post	Monday-Friday	Tuesday/ Wednesday
3-4		Tuesday/Wednesday	Friday-Google Classroom	Monday-Friday	Tuesday/ Wednesday
5-6		Thursday/Friday	Tuesday -Google Classroom	Monday-Friday	Tuesday/ Wednesday

Please note: Specialist classes will remain off site until all classes resume onsite learning.

Attendance

As school recommences, student attendance will be recorded as per the usual school year. Students who are medically vulnerable are asked to inform their teacher and the Principal as soon as possible. We require a letter from a GP explaining the condition of the student; this also applies for students living with a medically vulnerable person/family member. All other students are expected to be at school. Once onsite learning commences there will be no provisions for families choosing to keep their children at home unless a certificate is received. However, if a student/family/class is isolating, we will then of course communicate the process and what will occur. This will most likely involve signing into a google meet for the day as per remote learning or a student pack will be organised. Work will also be posted to Google classroom or Seesaw where possible. Please be aware that we are doing everything possible to ensure our COVID safe plan minimises risk to our community.

Masks

It is intended that students in Year 3 and above will be required to wear a fitted face mask while in the classroom or otherwise indoors at all Victorian schools. However, the public-health measure is also strongly recommended for students in Prep through to Year 2 but is not compulsory.

<https://www.dhhs.vic.gov.au/covid-19-chief-health-officer-update#update-mask-wearing-advice>

Masks are to be supplied by the students. We will have additional masks specifically for students if they have forgotten theirs.

Drop off and Pick up

We are required to maintain physical distancing as much as possible in our classrooms, between staff and students. Therefore we ask that you respect our requests to minimise contact and continue with social distancing during drop off and pick ups.

In order to achieve this we would like you to read the following information and familiarise yourself and your children with our drop off and pick up procedures that will be in place until the end of Term 4. If you are able, we highly recommend that you take your child on a trip to St James to show them where drop off and pick up will be taking place. Prepare your child for the fact that you will not be accompanying them into the school but their teacher will be there to greet them. Parents will be asked to assist their children out of the car but then must move on quickly in order to allow cars to drop and go. **If you have multiple children at the school please drop them all at the same time as the youngest child's drop off time and pick them up at the youngest child's finish time.**

The drop off and pick up points are in place regardless of whether you drive, ride or walk to school.

Monday 18th October-End of Term 4				Monday 18th October-End of Term 4			
	Prep	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Drop Off	St James Cl	St James Cl	St James Cl	Osborne Cl	Osborne Cl	Osborne Cl	Osborne Cl
Time	9.10am	9am	8.45am	9am	9am	8.45am	8.45am
Pick Up	St James Cl	St James Cl	St James Cl	Osborne Cl	Osborne Cl	Osborne Cl	Osborne Cl
Time	3.10pm	3.20pm	3.30pm	3.20pm	3.20pm	3.30pm	3.30pm

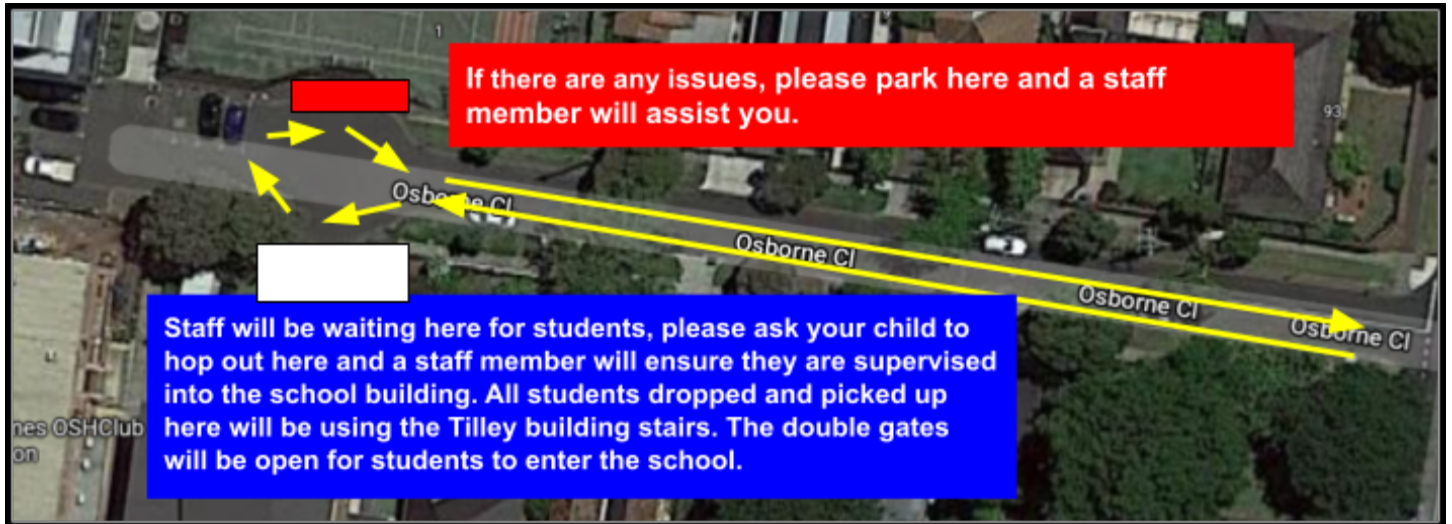
Birds eye view of drop off / pick up zones



Foundation-Year 2 Drop Off and Pick Up Area



Year 3-6 Drop Off and Pick Up Osborne Close



Further Information:

- The doors and gates to the school will be locked prior to the first drop off of 8.45am. OSHClub will be open for anyone requiring pre and after school care. If your child is booked into OSH you will need to call OSHClub and a member of their team will come out to collect your child.
- There is to be no parents onsite or mingling during drop off or pick up.
- If a student comes to school and is deemed unwell, parents will be notified and they must collect their child as soon as possible.
- Students who have existing medical plans are advised to have these updated to reflect COVID-19 instructions from their GP.
- If your child will be absent the school is to be notified as per the normal procedure.
- iPads/Chromebooks will remain at school from the 5th of November. Prior to this, they will need to be brought to and from school each day the students attend.
- Students must bring their own drink bottle; students are **not** to use the communal kitchen for anything other than filling drink bottles. There is to be no sharing of food as per our usual practice.
- There will be **NO lunch orders** for the remainder of the term. There will be NO sharing of food.
- Specialist classes will continue to be run remotely on the days that your children are not onsite until all students return to face to face.
- Students who have been in attendance for supervision will continue to be supervised by either specialist staff or a member of the leadership team plus additional learning support staff.
- Classes will be scheduled outside where possible and classroom windows will be open. Please ensure your child is dressed appropriately.
- Unfortunately the following activities have had to be cancelled: Year 4 camp, Zoo snooze and swimming lessons/carnival. The staff have been working hard to work on varying options to ensure the students still have some form of camp "incursion".
- Further information in regards to Grandparents day will be shared by classroom teachers asap.
- Please ensure you contact the school as soon as possible if you or your child are deemed a close contact.
- **No sports equipment is to be brought from home.**

Cleaning and Air Conditioning:

We are quite lucky in the fact that we have an almost brand new system in place. A CO₂ audit was conducted on the 7th October by a regulator in which the air conditioning units and all measurements within classrooms were taken and comply with the ranges that are recommended. A second audit will be conducted once children return.

Enhanced school cleaning guidelines have been negotiated and will be implemented according to Health Authority guidelines.

- All classrooms will require their own antibacterial spray, wipes, paper towel and hand sanitiser. These are to be used as needed during the day however, desks and chairs will be cleaned down after school by cleaners. There will be progressive cleaning throughout the day specifically on high touch surfaces.
- Specialist classes will take place in the classroom except for PE to minimise student movement.
- Sports equipment for recess and lunch will be moved to a tub in each classroom. All equipment will be labelled with year levels and will be disinfected after each use.

Thank-you for your time, patience and understanding as we transition back to onsite learning.

Brendan Flanagan
Principal

Mrs Georgia McNamara
Student Wellbeing Leader

Carmelina Corio
Deputy Principal