

## Summary of safety measures

This one page document summarises the COVID 19 safety measures being implemented at St Albans Secondary College. More detailed information is available in the Department of Education (DET) Operational Guidelines and COVID safety Management plan. Please note this document is subject to change based on evolving DET and Health advice and was correct at the time of printing.

### Room allocations/timetabling

- From Week 2 when Year 11 and Year 12 students return on site Year 12 classes will be timetabled in the three storey building and Year 11 in the portables. There will be some variations to enable use of specialised rooms.
- Year 11s are not to use their lockers and will carry their bags with them – Please note bags must not be kept at desks and should be left at the back of the room being sure not to create a tripping hazard.
- Use of double rooms for larger Year 11 classes will be allocated where possible.
- PE classes are to utilise outdoor space as much as possible

### Temperature checks

In order to support community awareness of the symptoms of coronavirus (COVID-19) and to help identify children displaying symptoms, our school will undertake temperature screening of students attending on-site.

### Face coverings in schools

- All school-based staff must wear face coverings at school, and when travelling to and from school.
- Teachers and education support staff are not required to wear face coverings while teaching, but those who wish to do so, can. Teachers should wear face coverings in other areas of the school when not teaching (for example, in the staffroom, on yard duty and when providing first aid or taking temperatures), and when travelling to and from school.
- Health, wellbeing and inclusion staff are required to wear face coverings, unless an exemption applies, including the need for 'clear enunciation or visibility of their mouth' (for example, when undertaking a speech therapy intervention or working with individuals who are deaf or hard of hearing).

### Other hygiene measures

- Hand sanitiser is available at entry points to classrooms and education will continue to be provided on hand hygiene.
- Where possible shared equipment should not be used at this time. If used, strict hand hygiene should be followed before and after use. There is no requirement for books to be placed aside for a given period after use or if loaned to students.
- Students should bring their own water bottle for use at school as students should not drink directly from drinking fountains at this time. Taps may be used to refill water bottles.
- The Department's Students Using Mobile Phones Policy remains in place. Remind staff and students to clean their phones regularly. Phones can be turned on with the COVID SAFE app activated immediately before and after school. Schools are managed environments that include records of student, staff and visitor attendance, which can support contact tracing.

### Cleaning

- Extended and increased cleaning arrangements already introduced will continue. This involves progressive cleaning throughout the day to ensure that risks of transmission are reduced for high-touch services

### Ventilation

The DET OHS advisory service has recommended ensuring ventilation in classrooms. To ensure appropriate ventilation:

- Two or more windows are to be open at all times
- The air-conditioning units are switched on to fan, heat or cool
- The classroom door is open

### Further advice regarding health and safety measures

DET has advised further advice on health and safety measures will be provided shortly, including in relation to:

- Physical distancing
- Ventilation
- Managing safe school arrival and departure.