



# *Miners Rest Primary School*

*-incorporating Miners Rest Kindergarten & OSHC*

"With Knowledge We Grow"

## PARENT HANDBOOK

### Student Resumption of On-Site Learning

2020

PROFESSIONAL; RESPECTFUL; COLLABORATIVE;  
/ COMPASSIONATE & DEDICATED



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**Foreword:**

Our school community have been amazing, managing all that has happened in COVID-19.

This book is primarily prepared to assist families in transitioning successfully back to school, and to acknowledge this new challenge will look different for each household.

I will also outline the new requirements of parents and students, in relation to resuming school – it needs to be and will be different, for everyone’s safety.

Please remain positive, safe and respectful during the coming weeks, whilst we navigate our way through further unprecedented times.

If you require support, please contact the office to make an appointment or speak with an appropriate member of staff to your needs.

Dale,  
Principal.

## ORGANISATIONAL DETAILS

### Monday 5 October – Year F-6 Resume On-site Learning

#### *Staff Contacts*

Dale Power	Principal - Governance	Kylie Nissen	Assistant Principal – Teaching & Learning
Tess Kelly	Well-being	Michael Searl	Operations & Classroom
Tammy Hansford	Business Manager	Classroom Teachers/ Specialists	Via Office – 5334 6328
Alison Major	Administration	Simone Drabsch	Administration



## LOANED DEVICE RETURNS

Preference #1 – Friday 18 September to the school office between 1-4pm

Preference #2 – Monday 5 October to the school office between 9am – 12 noon

Please return the device, including the charger and cord, loaned to you within the aforementioned hours to any of our helpful office staff.

## STAGGERED TIMETABLE OVERVIEW

TIME	Foundation - Year 2	TIME	Year 3 - Year 6
<b>8:55-9:10am</b>	<b>Arrival to classroom</b>	<b>8:45 - 9:00am<sup>2</sup></b>	<b>Arrival to classroom<sup>2</sup></b>
<b>9:10-9:55</b>	Session 1 45mins	<b>9:00-10:00</b>	Session 1
<b>9:55-10:40</b>	Session 2 45mins	<b>10:00-11:00</b>	Session 2
<b>10:45-11:00</b>	<i>Break</i>	<b>11:05-11:30</b>	<i>Break</i>
<b>11:00-12:00</b>	Session 3 60mins	<b>11:30-12:30</b>	Session 3
<b>12:00-1:00</b>	Session 4 60mins	<b>12:30-1:30</b>	Session 4
<b>1:10-1:40</b>	<i>Lunch</i>	<b>1:40-2:20</b>	<i>Lunch</i>
<b>1:40-2:25</b>	Session 5 45mins	<b>2:20-3:20</b>	Session 5
<b>2:25-3:10</b>	Session 6 45mins	<b>3:20pm</b>	<b>Leave grounds for home</b>
<b>3:10pm</b>	<b>Leave grounds for home</b>		
	300mins of instruction time		300mins of instruction time

Note: Families with students in Jnr & Snr School may use the overlap time for delivery of students

**RISK MITIGATION – Below are two excerpts from DET memorandums and our Chief Health Officer:**

*“Visitors to school grounds should be limited to those delivering or supporting essential school services and operations (e.g. student health and wellbeing services, specialist curriculum programs, maintenance workers).”*

*“As the main risk of transmission of coronavirus (COVID-19) in the school environment is between adults, it is important that visitors to school grounds are limited to those delivering or supporting essential school services and operations.”*

As such, there are only two reasons Parents are permitted to enter the school grounds:

1. If you are dropping off or picking up a Foundation student; or
2. If you require Administrative support.

**For the latter, you MUST proceed straight to the General Office to register your details, for contamination tracing purposes.**

Your child’s safety, health & well-being is important to us, therefore we are implementing a number of strategies to protect them and ultimately you and your loved ones.

Following DET directives, we have acknowledged and adopted Risk Mitigation factors, to provide the safest and most practical learning environment for all stakeholders to co-exist within. Some factors are listed below, and we ask they are respected throughout the coming weeks/months until restrictions are lifted:

#	Risk Mitigation Steps
1	Hand Sanitiser dispensers at classroom doors
2	Hygiene rules – hand sanitiser: Upon entry to classroom each time for all children Prior to eating snack / lunch After toileting
3	No bubble taps – byo drink bottles
4	Social distancing for staff – students (not applicable)
5	Drop off time/location: Yr3-6 = 8:45-9:00am (Kindergarten Gate entry point) YrF-2 = 8:55-9:10am (Front Gate [Dundas St] entry point) Students move directly to classroom – no play-time.  Pick up time/location: YrF-2 = 3:10pm (front of school gates exit point) Yr3-6 = 3:20pm (Kindergarten / oval gates exit point) Students disperse directly to exit points of the grounds to commute home - no play-time.  Families with students in both Jnr & Snr school can enter & exit from most convenient location.
6	Staggered recesses: YrF-2 = R 10:45-11:00 L 1:10-1:40 Yr3-6 = R 11:05-11:30 L 1:40-2:20  Students to play with own year level students only
7	Additional Cleaning as per DET guidelines ie high touch / use areas, playgrounds
8	1.5m markings on floor in foyer/admin area to aid social distancing for all adults requiring administrative support
9	Classroom adult capacity – no more than 3 adults
10	Student seating – no floor seating & table ends used where practical
11	No assembly, incursion, excursion, camps, classroom or social gatherings
12	Staff - Any cold or flu symptoms to be declared and leave taken Students – contact parents to be collected
13	Performing Arts to be delivered from classrooms. PE & Arts equipment to be supported by student use of hand-sanitiser before & after use
14	Main Building: Rooms 1, 3, 4 & 6 to use external doors for entry & exit (toilet during class time via gallery) Rooms 2 & 5 use gallery (inside) entry points
15	Student led conferences – to be confirmed (online OR face-to-face) for week 10 of term 3
16	Parent to school access – <b>Foundation parents only on-site</b> to drop off and pick up <i>Parents requiring Administrative support permitted on-site but must report straight to Office for registration process</i> Parents to utilise children to deliver messages, notes & monies where possible Parents are advised to pre-arrange/advise children of drop off and pick location and details
17	Staff to promote/endorse air flow to classrooms & office spaces – personally managed

## COMMUNICATION

Please ensure you're viewing the weekly iNewsletter, each Wednesday and checking emails for Sentral generated communications.

Staff will invite parents to a phone or WebEx conversation should it be required.  
Parents are welcome to contact staff via phone or bookings through our office.

## EVENTS – DECISIONS FOR TERM 4

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Note, all camps, including Yr2 Sleepover have been cancelled for the year.  
Depending on restriction limitations, we are hoping to hold special events for all year levels at a date to be announced.  
We will be notifying families of events that can proceed, either virtually or on-site, as term 4 progresses.

## RETURNING TO SCHOOL

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Parents, please begin supporting your child/ren now, regarding a return to school.  
Please talk them through the experience and ask questions about what will enable or limit the relative success of this transition back to learning.  
Focus on the strengths of your child and what aspects of school they enjoy.

Staff are ready to support students on-site, but it is a parent responsibility to get them there and in a frame of mind to succeed.



## ENTRY & EXIT POINTS



Green Arrows indicate the entry/exit point for Foundation to Year 2 Students (double gates will be open) (8:55-9:10) & (3:10-3:20)



Orange Arrows indicate the entry/exit point for Year 3-6 Students (8:45-9:00) & (3:20-3:30)



Room 1 Foundation Entry



Room 2 Foundation Entry



Room 3 Foundation Entry

**FAMILIES WITH SIBLINGS IN BOTH F-2 & 3-6 CAN UTILISE THE MOST CONVENIENT ENTRY/EXIT POINT AND ARE ENCOURAGED TO COMMUTE TOGETHER WHERE APPROPRIATE / POSSIBLE – DO YOUR BEST!**

**FOUNDATION PARENTS & PARENTS REQUIRING ADMINISTRATIVE SUPPORT ONLY, PERMITTED ON SCHOOL GROUNDS**