



Dear parent and carers,

As promised, I am writing with additional information about the return of students to our school campus. First, a reminder about the dates for our phased return.

<b>Commencing 25 October (Week 4)</b>	<ul style="list-style-type: none"> <li>• Early childhood centres (ECEC)</li> <li>• Preschool and kindergarten</li> <li>• Years 1 and 2</li> <li>• Year 6</li> </ul>
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<b>Commencing 1 November (Week 5)</b>	<ul style="list-style-type: none"> <li>• Years 3, 4 and 5</li> </ul>
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*From weeks 1 to 4 of term, onsite supervision and care continues to be available for vulnerable children and young people whose parents are essential workers.*

Drawing on national and local health advice we have developed a return to school plan which has three key priorities:

- the health and safety of staff and young people,
- the mental and emotional well-being of students and staff, and
- ensuring continuity of learning.

Below is an outline of [ACT Health Guidelines](#) that schools are required to implement to ensure effective COVID-19 measures are in place.

<b>Use of Check in CBR app</b>
All staff and visitors must check in using the 'Check in CBR' app. Parents and carers cannot enter school grounds except for an essential reason. Visitors must call to make an appointment, or in advance of attendance. All visitors must report to the front office.
<b>Student illness</b>
Staff and students who are unwell are not able to attend school. Students who present unwell will be required to go home.
<b>Hygiene</b>
Schools will maintain and promote appropriate hand hygiene and respiratory hygiene practices. Students will need to wash hands and use hand sanitisers throughout the day. Students will not be allowed to share food or drink.
<b>Masks</b>
Students in years 3-6 are encouraged to wear a mask if they are comfortable doing so. Students in Preschool to year 2 are not required to wear a mask. Masks may not be suitable for students with a disability or medical condition and schools will make allowances for those students not to wear masks.
<i>* Students will be required to wear their personal masks. Masks will be available at school for those who require them. Disposable masks need to be changed every four hours.</i>
<b>Physical Distancing</b>
Physical distancing between children and young people is not always possible, particularly in single classrooms and school environments. It is however important for limiting the transmission of COVID 19. To promote physical distancing, we may adjust learning programs, breaktimes, our timetable as well as pick up and drop off arrangements. More specific information about what this means for your child is included below.
<b>Environmental cleaning</b>
Our school cleaning program includes regular cleaning of high touch services, frequently used objects, and play equipment.

## Ventilation

All schools have been assessed to increase fresh air circulation and this may involve changes to ventilation, modified HVAC system settings and maximising the use of outdoor learning spaces.

## Managing suspected cases

We are prepared to respond to a positive COVID-19 case on campus, should the need arise. ACT Health will provide direction to the school and community, which may result in a full or partial school closure. A student who presents with symptoms of COVID-19 will be isolated with suitable supervision, and parents will be required to collect their child. Symptomatic students will be required to wear a mask.

## Will schools have routine testing for COVID-19?

Anyone with COVID-19 symptoms should get tested immediately. ACT Health is not recommending routine COVID-19 testing of children, young people or staff using rapid antigen testing.

## Wellbeing supports

Wellbeing and learning supports, such as face to face appointments with the school psychologist or access to a Learning Support Assistant, will recommence with the return to school. For parents and carers of students with a medical vulnerability: if you wish the school to make reasonable adjustments for the safe return of your child, you must consult a GP and provide medical advice to that effect. Where adjustments can't be made, the school will support your child to learn from home.

To further support the ACT Health Guidelines our school is making the following adjustments.

## Hygiene routines

Where will hand sanitiser be located?

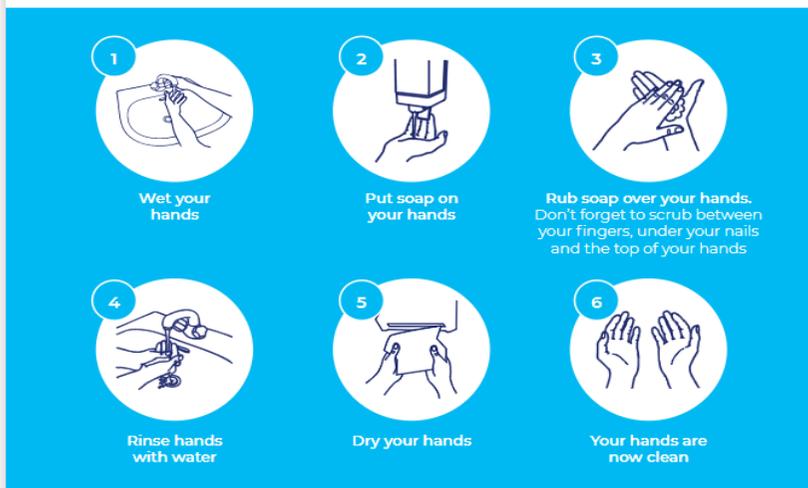
- Hand sanitiser will be available in every room to supplement regular handwashing with warm water and soap.

What will hand washing routines look like?

- Staff and students will undertake regular hand washing, particularly on arrival to school, before and after eating and after using the bathroom.
- Students will be expected to sanitise their hands after each break time.
- Our toilet blocks have been identified for use by cohorts

Preschool	Kindergarten	Yr 1-2	Yr 3-6
Preschool bathrooms	Bimbi bathrooms	Junior bathrooms	Senior bathrooms

- Please practice the hand washing routine with your child before they return to school



### Drop off and pick up

- Parents are encouraged to drop off their child as close to 9am and collect at 3pm. Please say your goodbyes where possible outside of the school gate. Your family may identify a new meeting point for pick up, the oval is a great option where you can socially distance.
- Large cones and signage will be placed at the front of the school to indicate where year groups are to meet and wait for car pickups. Please remain in your cars at drop off and pick up times.
- **At this stage parents are unable to enter the school grounds. If you require support, we request that you call the front office on 61421660 or email the school at [info@monashps.act.edu.au](mailto:info@monashps.act.edu.au).** We know some children will struggle with transitioning back to school, our friendly staff will support you if needed.
- When waiting for your child outside the school gates, please remember to socially distance from each other.

Preschool	Kindergarten	Year 1/2	Year 3/4	Year 5/6
<p><b>DROP OFF</b> Students to be dropped off at the footpath outside the preschool building (Forwood Street). Educators will walk students into the Preschool setting and into the classroom. To support health advice: <b>Possums and Echidnas</b> will have a <b>9.00am</b> start <b>Joeys and Bilbies</b> will have a <b>9.15am</b> start</p>	<p><b>DROP OFF</b> Kindergarten students that are dropped off at the front of the school will be assisted by Educators to enter the school via the kindergarten building to drop off their bag before going to the Kindy playground. Kindergarten students entering from one of the side gates around the school will make their way to the kindergarten playground where they will wait before entering class.</p>	<p><b>DROP OFF</b> Year 1/2 students that are dropped off at the front of the school will be assisted by Educators to enter the school via the Sensory Garden gate before going to the junior playground. Year 1/2 students entering from one of the side gates around the school will make their way to the Junior Playground where they will wait before entering class.</p>	<p><b>DROP OFF</b> Year 3/4 students that are dropped off at the front of the school will be assisted by Educators to enter the school via the front office before going to the senior playground. Year 3/4 students entering from one of the side gates around the school will make their way to the Senior Playground where they will wait before entering class.</p>	<p><b>DROP OFF</b> Year 5/6 students that are dropped off at the front of the school will be assisted by Educators to enter the school via the front office before going to the grass area (near the library). Year 5/6 students entering from one of the side gates around the school will make their way to the grass area (near the library) where they will wait before entering class.</p>
<p><b>PICK UP</b> Teachers and educators will escort students up to the footpath outside the preschool building (Forwood Street) in class groups. Students will be assisted with getting into cars. To support health advice: <b>Possums and Echidnas</b> will have a <b>2.45pm</b> pick up <b>Joeys and Bilbies</b> will have a <b>3.00pm</b> pick up</p>	<p><b>PICK UP</b> At <b>2.45pm</b> Kindergarten students being picked up by <b>car</b> or going to OHSC (and siblings) will move to the front of the school in their cohort group, led by a Kindy teacher and educator. Students will assemble at the Kindy pick up point closest to the school hall. Kindy students going to OHSC will be picked up from this point. Kindy students can also be collected from the gate on the footpath between Forwood St and Corlette St.</p>	<p><b>PICK UP</b> Students will move to the front of the school through the Sensory Garden gate in cohort groups, led by a 1/2 teacher and educators and will assemble in the Year 1/2 pick up point. Students being picked up at another designated spot will make their way to that exit point promptly to meet up with parents/ carers or siblings.</p>	<p><b>PICK UP</b> Students will move to the front of the school through the front doors in cohort groups and will assemble in the Year 3/4 pick up point. Students being picked up at another designated spot will make their way to that exit point promptly to meet up with parents/ carers or siblings.</p>	<p><b>PICK UP</b> Students will move to the front of the school through the gate near the basketball courts in cohort groups and will assemble in the Year 5/6 pick up point. Students being picked up at another designated spot will make their way to that exit point promptly to meet up with parents/ carers or siblings.</p>

- Any late students will need to come through the front office. Parents cannot enter the building, however, must communicate the reason for the lateness through an email or phone call.
- Students leaving school grounds before the end of a school day will need to do so through the front office. Parents must ring ahead, and their child/children will be collected by a staff member and assisted to the car park for pick up.
- Mobile phones must be handed in to the front office on arrival in the morning.
- Phones belonging to Yr. 3/4 students will be handed back to students at 3.00pm (adhering to physical distance requirements) in the garden space outside Dulma.
- Phones belonging to Yr. 5/6 will be collected from the front office by a staff member and distributed to students on the basketball courts, adhering to physical distancing at 3.00pm.

## Teaching and learning

To support students, transition to face to face learning, whilst also ensuring a safe and productive learning environment, Monash staff will attempt to keep teaching and learning as consistent as possible. We will do this by:

- Limiting unnecessary physical interaction between students on school grounds and the mixing of student cohorts (those not routinely learning together) where possible.
- Where possible, mixing of staff cohorts will be minimised by assigning staff rooms and facilities.
- Students will remain in their classrooms and will have opportunities to access outdoor learning spaces throughout the day.
- Small group programs and Response to Improvement (RTI) sessions will continue with allocated teachers, working within each cohort.
- Extra-curricular activities (incursions, after school activities) will not be able to continue onsite.
- Sharing social stories on transitioning back to school

[Preschool](#)

[Kindergarten](#)

[Year 1/2](#)

[Year 3/4](#)

[Year 5/6](#)

### Year Cohorts for return to face-to-face teaching

#### Teachers and Educators

Preschool Location: Preschool	Kindy Location: Kindy classrooms	Year 1 Location: Year 1 classrooms	Year 2 Location: Year 2 classrooms	Year 3/4 Location: Year 3/4 classrooms	Year 5/6 Location: Year 5/6 classrooms	Specialist Location: cohort classrooms
<p><b>Exec:</b> Sarah Reece</p> <p><b>Teachers:</b> Shay Rutherford Ronnie Pearce Caitlin Stuart</p> <p><b>Educators:</b> Clare Emma Kirsty Tonia Violeta</p>	<p><b>Exec:</b> Sarah Reece</p> <p><b>Teachers:</b> Sharon Swift Beth Page Annabelle Jaiyawong Hazel Wybrew</p> <p><b>Educators:</b> Elizabeth Susan Violeta</p>	<p><b>Exec:</b> Kylie Robson</p> <p><b>Teachers:</b> Jenine Whennan Luisa Bornholm Allison McCudden</p> <p><b>Educators:</b> Jane Fiona Rachel S Sophie N</p>	<p><b>Exec:</b> Kylie Robson</p> <p><b>Teachers:</b> Brooke Penna Merin Cruikshank Natasha Monger Laura Fitzgerald Mikaela Logan</p> <p><b>Educators:</b> Tom M Rachel G Toby Josh Yolanda</p>	<p><b>Exec:</b> Karlie Russell</p> <p><b>Teachers:</b> Kat Tirzins Alice Lowes Sam Bartholomeusz Brittany Ashman Jo Comber Liz Harding Todd Henry</p> <p><b>Educators:</b> Michelle C Jemma Kyle Hayden Holly Jess R</p>	<p><b>Exec:</b> Kellie Keeffe</p> <p><b>Teachers:</b> Dannielle Carney Madison Miller Alex Thompson Casey Johnson Emmalea Greaney Sharon Rogers</p> <p><b>Educators:</b> Virginia Jordy Laura S Erin Sophie A Kieran Dan Renata</p>	<p><b>Exec:</b> Matt Holdway</p> <p><b>Teachers:</b> Tracey Hanson Leia Grunwald Pete Mitchell Frances Kleine Bri Warren</p>

**Break times**

Cohorts will be separated on the playground and provided with designated areas to play. They will be supervised by teachers and educators who predominately teach in that cohort. We have worked to limit the amount of transition points of school staff in order to maintain cohort measures, aligned with health guidelines. Play equipment will be thoroughly sanitised and high touch areas will be cleaned at the end of each day.

**Preschool:** Preschool students will continue to use their preschool playground as normal during play times

**Kindergarten:** Kindergarten students will continue to use their Kindergarten play area as normal during break times

**Year 1-6:** Cohorts have been assigned to specific play areas each day

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>Preschool</b>	Preschool Playground				
<b>Kindergarten</b>	Kindy Fenced Area				
<b>Year 1/2</b>	Junior	Oval	Senior	Junior	Junior
<b>Year 3/4</b>	Senior	Junior	Oval	Senior	Oval
<b>Year 5/6</b>	Oval	Senior	Junior	Oval	Senior

**Before and After School Care**

Our OSHC Educators have been working for the duration of the lockdown. They will continue to follow the Organisation's COVID Response Plan, as well as adhere to ACT Health requirements.

Staff will continue to implement the following:

- Mandatory mask wearing, both inside and outside
- Signing in using the school's check-in code each time they work
- Enforcing social distancing between adults
- Restricting educators in non-student areas and limiting adults onsite.
- Not permitting families entry to the service and request they sign their child in/out of OSHC at the service's entry door
- Maintain hand and respiratory hygiene
- Unwell children will be sent home immediately, and isolated in an appropriate area until they go home
- Environmental and resource cleaning completed daily
- Social distancing with and between children is not practicable, but activities involving a higher risk of transmission will be avoided
- Encourage lots of outdoor play in fresh air, weather permitting.
- Active play and sports will be outdoors only
- Indoor play will be structured seated play
- Small groups only during staggered mealtimes
- Educators will not enter classrooms and will only use areas within the school required to support the children attending the OSHC service

Students requiring support to transition to and from OSHC will continue to be provided this service to ensure student wellbeing and safety. Monash Primary School will continue to work closely with OSHC to provide ongoing support for our students.

We will continue to review and adjust these measures based on the most up to date advice from ACT Health.

Remember, all adults and children aged 12 years and above are eligible for vaccination. If your child is eligible but not yet vaccinated, we encourage you to book them in by calling the COVID-19 vaccination line on 5124 7700 daily between 7am-7pm. Bookings can also be made with some [GP clinics and pharmacies](#).

We understand that there has been considerable change and uncertainty for our students during the pandemic, and as we transition back to school. I'd remind you that you and your child can book an appointment with our Telehealth Support Service on 02 6205 1559 between 9.00am and 4.30pm weekdays. With the return to school, your child will also be able to organise face to face sessions with the school psychologist.

For more information about the return to schools, I'd recommend visiting [the Education Directorate's website](#).

You can keep up to date with the latest health information, advice and resources on the [ACT's COVID-19 website](#).

I would also like to take this opportunity to thank you for your support and understanding as we return to face-to-face schooling.

We look forward to seeing all our students back at school.

Kind regards,

Matthew Holdway

Monash Primary School