



Transition back to onsite learning

Following advice from the Victorian Chief Health Officer and as announced by the Premier, Catholic schools will begin a transition back to onsite learning for students.

The *Return to School: School Operations Guide* supports schools to make an effective transition back to onsite learning. The core elements of this approach are:

- staged return for students commencing Tuesday 26 May 2020
- all school staff to work from the school site from Monday 25 May 2020, with exceptions for some staff in identified risk categories, based on medical advice
- voluntary prioritised coronavirus (COVID-19) testing available for all Victorian school staff from 13 May to 26 May 2020
- enhanced hygiene practice and cleaning on school sites
- physical distancing, for adults
- planned return of all students for onsite learning at Catholic schools from Tuesday 9 June 2020

It continues to be the principal's responsibility to make the school-based decisions required to deliver quality education for their school community. When determining the working arrangements that enable the transition back to onsite learning, the consultative arrangements in place at each school should be used to ensure staff are consulted on, and have input into, the ways that work may be organised and allocated.

Staged return for students

The staged return will be as follows:

- Foundation, Year 1 and Year 2 students onsite from Tuesday 26 May 2020
- VCE Year 11 and 12 students (and Year 10 students undertaking VCE studies for VCE classes where practicable) onsite from Tuesday 26 May 2020
- students in Years 3 to 10 continued remote and flexible learning program
- students in Years 3 to 10 for whom no other appropriate arrangements can be made, and students who are vulnerable, being supervised onsite with continued remote and flexible learning program

Antonine College will develop a timetable and teaching program that reflects the above arrangements.

The Australian Health Protection Principal Committee (AHPPC) has advised that a 'venue density rule' of no more than one person per four square metres is not appropriate or practical in classrooms or corridors, nor is maintaining 1.5 metres between students during classroom activities. Therefore, the previously established ratio of 10 students per class is no longer required in schools.

All students in the year levels returning to onsite learning are expected to attend school. Schools are not expected to provide a home-based learning program for students in these year levels, or in specialist schools, where parents elect to keep these students at home, except where this is based on medical advice.

It is important to follow College policy regarding student wellbeing to manage the student transition back.



Staff attendance

All school staff should return to working onsite from Monday 25 May 2020, beginning with a student-free day.

With students returning onsite, all school staff will be required to attend for duty at their school in accordance with normal arrangements, making necessary adjustments to support physical distancing between adults.

Guidance on vulnerable staff has been updated by the Victorian Chief Health Officer. In line with other members of the community, teachers and other school staff may be at greater risk of more serious illness if they are infected with COVID-19 if they are:

- aged 70 years and older
- aged 65 years and older, with chronic medical condition
- of any age, with compromised immune systems
- Aboriginal or Torres Strait Islander and aged over 50 years, with one or more chronic medical conditions

Voluntary COVID-19 testing for all staff

Voluntary prioritised COVID-19 testing will be available for all Victorian school staff for a two- week period from 13 May 2020 to 26 May 2020.

Participation in testing will be voluntary. Testing will be available for all school staff, including those who are asymptomatic. Informed consent processes will be followed.

Staff who are asymptomatic will be able to continue to work while they wait for their test results. Staff who are symptomatic will be considered a suspected case and required to self-isolate until test results are received. Any staff who are unwell should not attend school until symptoms resolve.

Any positive COVID-19 cases will be reported to the DHHS as per current practice. In the event of a confirmed case, the CECV will contact the school to provide advice and support for enacting their COVID-19 management plan to contain any outbreak and commence contact tracing.

School health and safety measures

The return to onsite school attendance is based on the advice of the Victorian Chief Health Officer.

A variety of strategies will be used to support physical distancing, particularly among adults, and good hygiene practices to reduce the risk of COVID-19 transmission within the practical limitations of a school environment.

Consideration has been taken to reduce the number of adults congregating outside the school at any one time, including parents and carers at peak times such as drop-off and pick-up.

Decisions will be informed by continually reviewing Department (Health and Education) updates to ensure community confidence.

Specific attention will be paid to:

- opening as many entry and exit points to the school as is safe, and allocating staff to ensure students are safely supervised, and students and parents feel confident with the arrival/departure from school



- asking parents to avoid or minimise time spent in or around the school grounds. Families will need to plan for and adapt to altered arrangements to arrive at specified times
- using signage to remind staff, students and families of the need for changed behaviours
- reducing possible congestion in staffrooms
- where possible, allocating different areas of the school grounds to different year levels during breaks, in order to reduce mixing among different year levels

The greater the likelihood of congestion, especially among adults, the more strategies we will need to consider.

First Aid Procedures

If a student comes to sick bay, with a temperature of 38.8 or more they will need to wait in an isolated area as directed by the first aid officer on duty. Parents are phoned and the student is to be collected. If a student presents as being unwell/or injured but does have any of the COVID-19 symptoms (sore throat, cough, fever, and runny nose) they can then be seated in the first aid area. Sick bay will have disposable sheets, wipeable pillow for the bed. All chairs can be cleaned with sanitiser. The isolated areas will be the St Joseph Campus Meeting room and the Cedar Campus Boardroom.

Other health and safety measures

Playground equipment can now be used. However, we may keep these out of bounds for the time being to help manage the return to school and hygiene. This decision will be reviewed.

Students should bring their own water bottle for use at school as they should not drink directly from drinking taps at this time. Taps may be used to refill water bottles.

Particularly at Cedar Campus, taps will be covered to avoid students drinking from them and signs will be up near taps at both campuses.

Students will be reminded to clean their phones regularly. Schools are managed environments that include records of student, staff and visitor attendance, which can support contact tracing. Phones can be turned on with the COVID Safe app activated immediately before and after school.

Physical distancing – Staff

Close attention and proactive management must be provided to physical distancing for staff. Specific attention should be paid to:

- using spaces within the school that can support physical distancing for staff, such as libraries and vacant classrooms
- implementing signage and rostering so that access to physical spaces and food preparation areas can be managed



- appropriately spacing occupied offices
- Keeping windows open to confined spaces to allow natural ventilation – offices and classrooms
- Carefully managing the movement of adults through school reception, complemented by clear signage and access to hand sanitiser
- Staff meetings will continue online as much as possible

Cleaning

Extended and increased cleaning arrangements will continue. In addition to our school's normal cleaning activity, there will be progressive cleaning throughout the day to ensure that risks of transmission are reduced for high-touch surfaces, including (but not limited to):

- door handles and handrails
- benchtops and reception counters
- kitchenettes and staff lounges
- bathrooms
- drinking taps

Cleaning staff/contractors are familiar with the increased requirements, and these requirements are documented and clearly understood.

Also, in addition:

- There will be hand sanitiser stations across the campuses
- There will be disinfectant spray bottles and paper towel wipes available especially for use in high touch areas

Personal hygiene products

The procurement of personal hygiene products (soap, toilet paper, hand sanitiser) has been difficult at times but we will actively monitor cleaning and hygiene supplies and reorder in advance of needing access to additional materials.

Mental health and wellbeing

The mental health and wellbeing of principals, teachers, school staff and students will be an important consideration during the return to school transition. Student Wellbeing policies will be reviewed regularly during the year especially as students first return to school.

Managing a suspected or confirmed case of COVID-19

The CECV has procedures in place with the Department of Health and Human Services (DHHS) to manage suspected or confirmed cases of COVID-19 in schools.

The Co-Principals will contact the DHHS on 1300 651 160 to activate the established procedures if a



student or staff member:

- is a confirmed case
- has been in close contact with a confirmed case

The DHHS defines 'close contact' as someone who has either:

- had at least 15 minutes of face-to-face contact with a confirmed case of COVID-19
- shared a closed space for more than two hours with someone who is a confirmed case

Unless we have a student or staff member in one of the two above categories, we do not need to take further action. Communication should not be made with the school community.

If a school has a confirmed case of COVID-19, the diocesan education office can work with the school to facilitate a deep clean and the school will be made operational as soon as possible.

School transport

The Department of Transport continues to work closely with the DHHS and transport operators to implement measures to limit the risk and spread of COVID-19 so that students can feel confident travelling on public transport to school.

Public transport

Students should practise hand hygiene before and after catching school transport (i.e. prior to leaving home and at the end of the school day), and practise physical distancing at bus stops, train stations and interchange locations for other shared transport services.

Parents and carers, particularly of students with complex medical needs, should consider all transport to school options and may opt to use private transport.

Where necessary, Year 10 students who attend for VCE/VET classes may be supervised at school for the remainder of the day if travel is problematic.

School Buses:

- Students should practise hand hygiene before and after catching school transport (i.e. prior to leaving home and at the end of the school day)
- All our buses will be deeply cleaned before we return to school on 25 May
- Each driver will be provided with hand sanitiser, disinfectant spray and paper towels. Drivers are distanced from students
- Our child safety procedures state that drivers are not allowed to enter the cabin of the bus while students are on the bus – students are not allowed to approach the driver's area
- Students must remain seated and not move from one seat to another during all runs
- The buses will not be used by any other groups since we no longer have excursions
- No one other than students listed for each bus is allowed on



- Drivers will wipe down with disinfectant all rails, handles, seats, steering wheel, seat belts after each run morning and afternoon – daily
- Our bus manager will do spot checks
- No food on buses
- No rubbish allowed to be left on buses (especially tissues)
- No parents on the bus – they contact the driver via phone before and after a run
- Students not doing the right thing may be suspended from buses

What students need to bring to school each day

- Lunch and snacks must be brought from home – no canteen under further notice
- Water bottle that is labelled (not to share with other students)
- Wipes and a small bottle of hand sanitiser in bag would be helpful
- Must bring own tissues from home and must dispose of these in bins
- On cold days, a school jacket, scarf and beanie as there will be times when windows will be opened for ventilation throughout the day
- Students must avoid sharing pencils and other stationery; they must have their own supplies. This includes items such as calculators
- For Years 5-12, students must bring own school devices fully charged each day

Parents to refer any questions to the Classroom Teacher, Wellbeing Leader or Deputy Principal.