

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.

Commencing 25 October (Week 4)	<ul style="list-style-type: none"> • Early childhood centres (ECEC) • Preschool and kindergarten • Years 1 and 2 • Year 6 • Years 9 and 10 • Out of school hours care (OSHC)
Commencing 1 November (Week 5)	<ul style="list-style-type: none"> • Years 3, 4 and 5 • Years 7 and 8
<i>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.</i>	

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.

Use of Check in CBR app	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.
Student illness	Staff and students who are unwell are not able to attend school. Students who present unwell will be required to go home.
Hygiene	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.

Masks	<p>Staff, visitors and students* in years 7-12 must wear a face mask on campus. 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.</p> <p><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></p>
Physical Distancing	<p>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.</p>
Environmental cleaning	<p>Our school cleaning program includes regular cleaning of high touch services, frequently used objects, and play equipment.</p>
Ventilation	<p>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.</p>
Managing suspected cases	<p>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.</p>
Will schools have routine testing for COVID-19?	<p>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.</p>
Wellbeing supports	<p>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.</p> <p>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.</p>

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

<p>Drop off and pick up</p>	<p>Drop off procedures Students are encouraged to arrive at school between 8:45-9:00am. Students enter the school grounds through the gates and go directly to their classrooms through the designated entry/exit point. Some junior students and students with additional needs may require support to transition to their classrooms. Parents entering school grounds to support their child will register their attendance with the Check In CBR App (school code 974995) and leave promptly once the child enters the classroom. This process also applies to our preschool students.</p> <p>Students riding to school will use the bike racks assigned to their cohorts.</p> <p>Pick up procedures At 3pm, all students leave the school building through the designated entry/exit point and leave the school grounds through the school gates. Some junior students and students with additional needs may also require support with this process. Parents entering school grounds to support their child will register their attendance with the Check In CBR App (school code 974995) and move to the outdoor collection point for their child's cohort. Families will leave school grounds once their children are collected. Students catching buses or being collected by parents in vehicles (front of school) will remain outside seated until their bus/parent arrives. Students will wait under the front of school eaves or foyer in wet weather scenarios.</p> <p>Please see the 'Drop Off and Pick Up Maps' documents for additional information.</p>
<p>Hygiene routines</p>	<p>Hand sanitiser is available to staff and students and encouraged to be used in all classrooms and high traffic areas. Children are encouraged to wash and or sanitise their hands throughout the day and before and after play breaks and eating.</p>
<p>Teaching and learning</p>	<p>Our specialist programs (STEM, Sustainability & Japanese) will not continue this term to minimise contact across the school. Our specialist teachers and other support educators will be working with specific cohort group bubbles as a part of their team. School Bands will continue with outdoor rehearsals and PE@K (Passion & Enrichment At Kaleen) initiatives will be discontinued or localised to cohort level. The school library, gym, STEM and Sustainability building will continue to be timetabled to minimise cohort crossover.</p>
<p>Break times</p>	<p>Break times will remain the same for much of the school, apart from kindergarten who will move to a 10:30am recess and 12:00pm lunch. All other cohorts will rotate between spaces around the school to avoid being in the same space as another cohort simultaneously. The school oval will be divided into sections for senior cohorts to use at any time. The junior playground area is also timetabled to ensure our younger students have the opportunity to stay active.</p>
<p>Before and After School Care</p>	<p>Morning drop off procedures remain the same for before school care. In the afternoons, YMCA staff will continue to pick up kindergarten students from their classrooms. All other students attending will walk to their designated setting (hall or gym) from their cohort collection point.</p>

School canteen	Canteen services will recommence each Thursday and Friday beginning Week 4. Food will be prepared offsite and delivered to the school for distribution. No over the counter services will be offered and lunch orders will only be available through flexischools orders. https://www.flexischools.com.au

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.

Please see below drop off and pick up map.

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

Kind Regards,

Chris Shaddock

Kaleen Primary School

Drop Off and Pick Up Map

