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Sunday 12 July 2020

Dear parents and carers,

**Re: Further changes to arrangements for schools at the start of Term 3, 2020**

As I mentioned in my letter to families last week, the Victorian Government has made a series of significant announcements about the introduction of new measures across metropolitan Melbourne and Mitchell Shire to reduce the spread of coronavirus (COVID-19) including the introduction of temperature checks as of the start of Term 3.

These changes to arrangements for schools will impact Kurunjang Secondary College.

In summary, the new arrangements for schools that we need to follow are:

1. There will be five pupil-free days from Monday 13 to Friday 17 July for all students except for the following:
  - Students enrolled in Years 11 and 12
  - Students in Year 10 enrolled in a VCE study, for VCE lessons
  - Students enrolled in specialist schools

For our students this means that:

- Year 11 and 12 students will all attend on-site from Monday 13 July as normal. Just to clarify, the Year 10 students enrolled in VCE, will only need to attend school for their timetabled classes and they will be able to return home if they have parent approval after their face-to-face class finishes.
  - Students enrolled in Years 7 to 10 will have an additional 5 days of school holidays. The College will provide a program of care and supervision for those students whose parents/carers cannot work from home and for vulnerable students. I will notify you of the process that you will need to follow to notify us of your students' attendance as soon as I can.
2. From Monday 13 to Friday 17 July staff will begin preparing for a move to remote and flexible learning from Monday 20 July for students of Year 7 to 10. I will write to families with further details of these arrangements later this week.
  3. Temperature checks will be introduced in Term 3. As mentioned last week, the Hon James Merlino MP, Minister for Education media release states daily temperature checks will be introduced in schools across metropolitan Melbourne and Mitchell Shire as part of the Victorian Government's effort to slow the spread of coronavirus. The link is below:

[Full media release: Temperature checks to be introduced in Term 3 \(PDF, 213Kb\)](#)

Consequently, as of Monday, we have a new procedure when our senior students return. Students will be temperature checked as they come into school in the morning. We are initially restricting entry to the school to the front entrance gate where students will be able to enter from 8:00am. Additional gates will open both at the front and the back of the school from 8:30am till 9:00am. After this time, all students will only be able to enter the college through the main administration entrance as we normally do.

Students who have a high temperature will be sent home. I ask for your full assistance and support if needed.

4. At the beginning of the first day back, all students will once again be inducted into our expectations on social distancing at school. There will be a number of processes and recommendations in place to provide the best safety conditions that we can have for all students and staff.

Let me reiterate that this same approach is being taken by all government schools in Victoria.

**Once again, I want to emphasise to you the following that if your child is ill or is feeling unwell, they must not attend school. They must remain home and seek medical advice. If a child is unwell and is at school you will be contacted to come and collect them.**

I also ask that we continue with the processes that we have in place.

They are:

- We ask that families 'drop off and move on' in the morning and if you are picking up you remain in your car and your children come to you.
- Students will also be asked to line up for their classes in specific areas at the beginning of each lesson and will then be escorted to class in single file.
- Restrictions on access to the school site for anyone other than immediate school staff and students will apply. We ask that students enter and leave the college from the nearest gate to their residence.
- The way we conduct parent-teacher meetings and interviews will change. That means parents and carers must ring or email the school to arrange a tele-meeting to discuss issues and concerns.
- The way you contact the college will change as well. We ask all families to ring the college first to arrange for coming onsite to make payments, deliver or collect paperwork.
- We ask families to make suitable arrangements for snacks and lunches prior to sending children to school. We will be unable to collect and distribute food items on a casual basis.
- All students will be inducted on their first day back at school on the expectation around social distancing at school. There will be a number of processes and recommendations in place to provide the best safety conditions that we can have for all students and staff based on the recommendations of the Chief Medical Officer. We expect all members of the school community to abide by these expectations and I ask for your support in emphasising the importance.
- Students learning on-site can bring their electronic devices to school each day to support their learning. Arrangements are already in place this week to allow for this to occur. I remind all families that the school loaned devices will continue to be the property of the college.
- All students should undertake regular hand hygiene, particularly on arrival to school, before and after eating, after blowing their nose, coughing, sneezing or using the toilet.
- Where soap and water are not readily available, hand sanitiser will be provided in every occupied room.
- If students are sharing school equipment, all students must undertake hand hygiene before and after class. Where soap and water are not readily available, hand sanitiser will be made available.
- Students must bring their own writing materials/calculator etc. to school for use in class.
- Students should bring their own water bottle. Bubble taps will not be available for use but taps for refilling during the day will. The sharing of food and drink bottles will not be permitted.

- Extended and increased cleaning arrangements have been introduced and will continue. This involves progressive cleaning throughout the day to ensure that risks of transmission are reduced.

I know that this may mean uncertainty and another period of dislocation for you and your students however, these steps have been identified as critical measures to protect the safety of all of us.

More information about the return to school and coronavirus (COVID-19) can be found on the Department's website, which will continue to be updated:

<https://www.education.vic.gov.au/about/department/Pages/coronavirus.aspx>

Thank you in anticipation for the way in which I know you will respond to this challenge.

If you have any questions please feel free to contact the College on 9743 9211 or email on [kurunjang.sc@education.vic.gov.au](mailto:kurunjang.sc@education.vic.gov.au).

Yours sincerely,

A handwritten signature in black ink, appearing to read 'John Mitsinikos', with a stylized flourish at the end.

John Mitsinikos

College Principal