**Dear Parents/Guardians,**

**This is information directly from the Department of Education along with specific information for our school in yellow.**

**A guide to NSW school students returning to face-to- face learning**

**This guide is for parents and carers**

Information has been updated as at 19 May 2020, until further notice.

**Schools are safe and open for full time face-to-face learning**

All schools are returning to full on-campus learning from Monday 25 May. All school activities and operations will be in line with Australian Health Protection Principal Committee (AHPPC) and NSW Health guidelines as applicable.

School students do not need to follow physical distancing guidelines, but should follow good hygiene practices like:

* Regularly washing hands
* Avoiding sharing drinks or food - **For Irrawang Public School: No canteen or breakfast club will be available and bubblers are not to be used. Students must bring all food and a drink bottle.**
* Coughing or sneezing into your elbow, or a tissue which should be discarded immediately.

# School attendance

All students should be at school unless:

* They have a medical certificate which states that they are unable to return to school due to an ongoing medical condition
* They are currently unwell.

Students who have a medical certificate to stay at home will be supported to learn from home in line with regular procedures if they are able to. These regular procedures are different to what was offered during the learning from home period. If you require work to be provided to your child whilst they are at home due to an underlying health condition, you should contact the school for assistance.

Please note, students who live with a family member in one of the categories identified as being at increased risk by the AHPPC, should attend school unless a medical practitioner advises otherwise in writing.

If your child is unwell, do not send them to school. If they are unwell at school you or your nominated emergency contact will need to collect them immediately. Please make sure your contact details are up to date.

If a student is absent without a medical reason for more than three days, this will be recorded as an unauthorised absence and followed up by the school.

If you need any support to get your child back to school, please contact your school.

**At Irrawang Public School: If your details are up to date, you will receive a text message when your child is absent. Simply reply to that text message to explain your child’s absence. If you are unable to send a text, call the school or write a note to send in with your child’s name, class, date/s of absence and reason for absence.**

# Reporting and assessment

You will receive your child’s semester 1 report before the end of August (week 6, Term 3). **For Irrawang Public School: These reports will be sent home before the end of Term 2**.

This may be a simplified version of the report you normally receive.**For Irrawang Public School: There will be parent/teacher conferences at a later date in Term 3**.

# School activities

Teachers will continue to follow the same school curriculum with the exception of some activities that can’t go ahead for now.

***What students can do:***

* Use the school library
* Engage in non-contact sporting activities

***What students can’t do:***

* School assemblies (unless for critical information)
* School incursions and excursions including camps
* Inter-school activities (debating, inter-school sport)
* In-school activities requiring parent or other volunteers
* Drink from a water bubbler – bring a water bottle instead

# School cleaning and hygiene supplies

Your school will receive additional cleaning in line with the AHPPC guidelines and advice from NSW Health. Targeted areas include high-touch areas and other hard surfaces, door handles, lockers, light switches and handrails in stairways and movement areas. There will also be additional cleaning of toilets and topping up of supplies like soap.

Your school has received supplies of soap, hand sanitiser, toilet paper, paper towels, disinfectant wipes and personal protective equipment. The school is able to order more as needed.

**Responding to COVID-19 cases**

There is a clear plan in place for schools to respond to any suspected or confirmed cases of COVID-19 in our schools. We are working closely with NSW Health and will communicate with parents if a situation was to arise.

# School grounds

There should be no visitors to school sites unless they are essential. Your school can provide guidance as to who is considered essential. **For Irrawang Public School: Please see additional information on the final page of this document.**

Your school will provide advice on drop off and pick up procedures**. For Irrawang Public School: Morning and afternoon routines will be outlined in detail below.**

Wherever possible, P&C and parent/carer/teacher meetings should be conducted virtually.

Community use of school facilities will recommence only for uses that are necessary for continuation of education and with principal’s approval.

**Morning Routine and Gates at Irrawang Public School:**

Students may enter through Roslyn Street, Cambridge Street or Geer Street entrances.

Gates to Roslyn Street and Cambridge Street will be locked each morning at 9.10am. If a child arrives later than 9.10am, they must enter via Geer Street gates. Geer Street gates will be closed but unlocked all day. The parent/carer of the late arrival is not permitted on site, they need to call the school office and inform them of your child’s arrival.

Parents/carers are only permitted on site in the morning if:

* They are dropping off and signing in a preschool child. (One parent only and be aware that two exits will be locked at 9.10am)

**Throughout the day at Irrawang Public School:**

If your child is sick and a parent/carer needs to collect them, the parent/carer is to call the front office when they arrive at the Geer Street gates and a staff member will walk your child to Geer Street gate.

**Afternoon Routine and Gates at Irrawang Public School:**

Students may leave through Roslyn Street, Cambridge Street or Geer Street gates.

Gates to Roslyn Street and Cambridge Street will be locked until a teacher is able to get to the gates. This may be just prior to 3pm. If parents/carers need to collect their child before the end of the day, ring the school office who will then escort the student to Geer Street gates ONLY. Staff will monitor all students leaving the school gates each afternoon.

Parents/carers are only permitted on site in the afternoon if:

* They are picking up and signing out a preschool child. (One parent only and be aware that two exits will be locked until close to 3pm). If a parent/carer is required to collect a preschool child throughout the day or prior to 2.55pm, they can ONLY use Geer Street gates.

**Additional information for Irrawang Public School:**

At this point in time, the following will not be occurring at Irrawang Public School:

* Parents and volunteers on site (unless as an exception mentioned in this document)
* Scripture
* NDIS and other therapists
* Groups run at Thou Walla (including breakfast club) – These will still be occurring online.
* Canteen – as it is currently under refurbishment