

Shelley Public School



Wednesday 20th May, 2020

Dear Shelley parents and caregivers,

Thank you for your ongoing support of Phase 1 of the Managed Return to School which has continued this week. The Shelley staff have greatly appreciated your understanding of how complex and difficult this phase has been, in terms of managing both online learning and face to face teaching, to provide optimum learning opportunities for our students. At the forefront of all our plans has been making sure that students remain engaged in their learning and feel connected to their class and school, as much as possible.

It has been a delight to see our students steadily return to school over the past two weeks. I have particularly enjoyed seeing the smiles on the faces of our students as they reconnected with friends and their teachers. (I have to say – the teachers have appeared equally excited to have their students back with them!)

In my email yesterday, I let parents know that the Premier of NSW and the Minister of Education have announced that all schools will be returning to full on-campus learning from next Monday 25 May 2020. (This replaces the phased approach to school return, which I provided information about last week.)

The Department of Education has provided information on their website ([DoE Return to School](#)), including information about School Attendance, Reports and Assessments, School Activities, School Cleaning and Hygiene, as well as some Frequently Asked Questions. I have also attached some information from the Department of Education.

Key Points:

- All students return to school full-time from Monday 25th May.
- ONLY Staff, students and essential visitors allowed on school grounds.
- All parents, caregivers and high school siblings MUST wait outside the school gates to collect students. (Please read carefully our Drop off and Pick Up arrangements)
- 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.

I would like to provide you with some specific information about the return to school at our school.

All Shelley students will return to school next week full-time. The majority of our teaching staff will also be back at school full-time, with the exception of staff at high risk, or those who are on leave. The expectation is that all students should be at school unless they are currently unwell, or they have a medical certificate which states that they are unable to return to school due to an ongoing medical condition. (In the case of students being unable to attend school at the advice of a doctor, due to higher risk of infection, please contact the school so that we can organise work for your child. Work provided for completion at home will NOT be online, but will align with the work being undertaken by students at school).

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E shelley-p.school@det.nsw.edu.au

Drop-off and Pick Up Arrangements

Please make sure you read the following arrangements carefully. It will be critical for the health and safety of our staff to minimise the number of adults entering the school grounds.

The advice that we have received is that there should be **no visitors to school sites, unless they are essential**. This includes parents. Whilst we have allowed parents on-site in the afternoon to pick up students during Phase 1, with the greatly increased student numbers next week, this will no longer be the case. All parents will need to remain outside the school gates.

We will have staff at school gates in the mornings from 8.30 and afternoons, to ensure that students enter and leave the school safely. Parents can drop students off between 8.30am and 9am. (Students MUST NOT arrive prior to 8.30am)

In the mornings, all parents will need to drop students at one of FOUR gates. These are:

- Hadrian Ave (near the pedestrian crossing)
- Hadrian Ave (3-6 side)
- Pelleas St
- Blacktown Road

NB The Hadrian Ave pedestrian gate near the carpark will NOT be open.

Parents will also collect their child from these 4 gates in the afternoon. Please discuss with your child, which gate you will drop them off and collect them from each day. We strongly recommend that families nominate ONE gate only and use this gate consistently, to avoid any confusion about meeting spots.

Kindergarten Parents: please note – alternate arrangements have been made for Kindergarten after school pick up. You will be sent an email today and asked to complete a quick Google Form survey. In the afternoon, Kindergarten students will be taken to one of THREE exit points, **to be collected by parents at 2.45pm**. Please read the email sent to Kindergarten parents – and complete the Google Form by 9am Friday 22nd May, so that we can ensure your child is taken to the correct gate each afternoon.

Staggered Recess and Lunch

With all our students back at school, we will once again be staggering our recess and lunch breaks for the time-being, to minimise larger gatherings of students and the mixing of students across stages.

Recess 1	11.00-11.20am	Kinder	Year 3 and 4
Recess 2	11.20-11.40am	Year 1 and 2	Year 5 and 6
Lunch 1	1.10-1.30pm	Kinder	Year 3 and 4
Lunch 2	1.40-2.00pm	Year 1 and 2	Year 5 and 6

Assemblies and School Activities

School assemblies of any form, will not take place at this stage (unless there is no other option to deliver urgent / critical communications). There will be no Monday morning K-6 assembly or Monday afternoon K-2/3-6 assemblies.

School activities which involve students from across multiple grades will also not re-commence at this time (this includes gardening club, dance groups, choir, band etc).

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Excursions and Incursions

All school excursions, including camps, and incursions are on hold at the moment. Whilst we will be asking parents to ensure payments are made prior to Term 3 for incursions such as Footsteps, Musica Viva and Life Education, we will await further advice on when these activities can occur. (Please be assured that if any event is unable to go ahead in 2020 due to COVID restrictions, any money paid will be transferred to upcoming costs).

Reporting

Assessment continues to be an integral part of the teaching and learning cycle at Shelley. Online learning has been monitored, with feedback provided, during the learning from home period and students will receive ongoing assessment on their return to school. Shelley PS teachers have already started to plan for Semester 1 reports, however it is important for teachers to have some more time face to face with students before writing these reports. Shelley parents will receive your child's Semester 1 report by the end of Term 3, Week 3. This will be a simplified version of the report you normally receive.

Parent Meetings

The current recommendation is that all teacher meetings with parents be undertaken either virtually (eg Zoom) or via phone. The staff at Shelley, as always, are available to talk with parents as needed, however at this time may not be available for face to face meetings. (If you have an urgent issue, which requires a face to face meeting, please contact the office to discuss.) Virtual or phone interviews with teachers can be organised by calling the school office.

Due to the restrictions and the delayed Semester 1 reports, we will not be holding Three Way Interviews at the start of Term 3, as per our usual practice. Once the current restrictions are over, parents will also be welcome to request a face to face meeting with their child's class teacher if needed.

Loan Devices (iPads)

During Phases 0 and 1, Shelley PS loaned a large number of devices (iPads) to students to complete online learning. It is very important that we now get those devices back to school as soon as possible, so they can be updated as needed and ready for the return of our students next week. Parents are asked to return the device to the office this week if possible. Please ensure you also bring the charging cord and sign the device back in with the SASS staff.

Further Updates

As we have at each stage of this remote learning journey, we will continue to keep Shelley PS parents informed of any changes to our procedures and organisation. We look forward to having all our students back next week – and to the time in the future, when we can once again gather as a whole school community, but in the meantime hope that all our families stay healthy and safe.

Kind regards,

Ms Jo-Ann Campion

Principal

Mrs Leanita Williams

Deputy Principal

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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
- 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.

Reporting and assessment

Your child has been assessed during the learning from home period and will receive additional assessment on their return to school.

You will receive your child's semester 1 report before the end of August (week 6, Term 3).

This will be a simplified version of the report you normally receive.

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'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 bubblers 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.

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.

Your school will provide advice on drop off and pick up procedures.

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

Canteens and uniform shops can open at the discretion of the principal.

Out of school hours care can continue to operate.