ACT Government Education

Dear parent and carers,

I am writing with additional information about the return of students to our school campus. First, a reminder about the return dates for students.

Commencing 31 January	• Preschool and kindergarten • Years 7 and 11 • New student orientations • Out of school hours care (OSHC)
Commencing 1 February	• Years 1 - 6 • Years 8 – 10 • Year 12

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.

Student illness	Anyone who is unwell, symptomatic or who are household close contacts must not be at school or preschool. This applies to staff and students. If they attend when unwell, they will be sent home.
Masks	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. ** Masks will be available at school for those who require them. Disposable masks need to be changed every four hours.*
Physical Distancing and cohorting of staff and students	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 support cohorting of staff and students, we may adjust learning programs, stagger starts, breaktimes, and timetables as well as pick up and drop off arrangements. More specific information about what this means for your child is included below.
Hand hygiene and COVID smart behaviours	Schools will maintain and promote hand 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.

Environmental cleaning	Our school cleaning program includes regular cleaning of high touch point services, frequently used objects, common areas, toilets and play equipment.
Ventilation	All schools are following an Indoor Air Quality Plan. Improved ventilation and increased outdoor learning will be implemented where appropriate. Ventilation systems have been adjusted to increase fresh air circulation and plans will be updated to reflect improvements made since 2021
Vaccination	The ACT has one of the highest vaccination rates of any city in the world and this is reflected in our teaching workforce. COVID-19 vaccinations are also mandated for staff working across early childhood education and care services, preschools, primary schools, Out of School Hours Care, specialist school settings and P-10 schools, or schools that share campus space with students in year 6 or below. These requirements are in place until the conclusion of the public health emergency.
Visitors and use of Check in CBR app	All students aged 16 and above, staff and visitors must check in using the 'Check in CBR' app. Parents and carers are allowed on school grounds for scheduled appointments only. Special arrangements will be made for children starting at a new school or early childhood service in 2022, or children with special needs who require transition visits prior to the commencement of the new school year.
Wellbeing supports	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. They can be accessed through the schools established referral process. If the school psychology position is temporarily vacant, you can book an appointment for your child with our Central Telehealth team by filling a booking request form or emailing Telehealth@ed.act.edu.au. Central Telehealth Service is available between 9:30 – 4:30 pm during weekdays. 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.
Managing COVID-19 in schools	We are prepared to respond to a positive COVID-19 case on campus. 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. Symptomatic staff and visitors will be advised to travel directly home. If a staff member, child, young person or visitor is diagnosed with COVID-19 and has attended a school site during their infectious period, they are required to advise their school. Where a COVID-19 case in a school leads to students and staff being assessed as at risk of exposure, those impacted will be informed by the school about what they are required to do in line with ACT Health requirements. If the exposure is considered low risk, students and staff will continue to be able to attend school while closely monitoring for COVID-19 symptoms. Risk assessments are based off the ACT Health Guidelines for Schools.
COVID-19 screening	Anyone with COVID-19 symptoms should get a PCR or Rapid Antigen Test immediately.

	Free Rapid Antigen Tests will be provided to all staff and students in ACT schools for the first four weeks of term 1. Rapid Antigen Testing will be voluntary for staff and students. Students and staff will do the tests at home and are required to report any positive test results to their school and to ACT Health. Rapid Antigen Testing kits will be available to collect from school during the first week of term. More information on the collection arrangements for our school will be provided in the coming days.

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

<table>
<tr><td>Student Drop off and pick up</td><td>
Maps can be found on our school website at Covid Information - Telopea Park School.
The arrangements for the first day of school, Monday 31 January, have been outlined in letters already sent to parents/carers

When students enter the school in the morning they will move to designated areas in the playground until lessons start.
All students arriving late will need to go to the main front office to sign in before going to class.
Collection of students from first aid will occur through the main front office. Please call the front office when you arrive and wait outside.
To support the health measures the school is implementing, early collection and late drop offs of students is discouraged.

<table>
<tr><th>Primary</th><th>Secondary</th></tr>
<tr><td>Kinder Gate – Kindergarten entry/exit
Gate 2 – Years 3/4 entry/exit
Gate 3 – Years 1/2 entry/exit
Gate 4 – Years 5/6 entry/exit

Until lessons start, students wait:
Kindergarten – Kindergarten playground
Years 1 – 3 – Junior Quad
Years 4 – 6 – Junior basketball courts

Wet weather - CG teachers and students to go to classrooms at 8.30am</td><td>Front double doors - Year 7 entry/exit
Gate 5 - Year 8 entry/exit via
Gate 6 - Year 9 entry/exit
Gate 7 - Year 10 entry/exit

Until lessons start, students wait:
Year 7 – Main Quad
Year 8 – designated oval space
Year 9 – designated oval space
Year 10 – designated oval space

All students are encouraged to carry all items with them and not use their lockers.
Wet weather - CG teachers and students to go to classrooms at 8.30am</td></tr>
</table>
Kindergarten
On the first day of school for Kindergarten, students will be greeted by their teachers in the Kindergarten Playground, accessed through the Kindergarten Gate (see map - Covid Information - Telopea Park School). Up to two (2) parents/carers can accompany their child on the playground. Unfortunately, parents/carers are not able to enter their child’s classroom or other school buildings at this point in time.
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<table>
<tr><td></td><td>Parents entering the Kindergarten playground need to ensure they scan in using the Check in CBR app, wear a mask while onsite and physical distance from other families and teachers.
Please do not come to the school if you are unwell.</td></tr>
<tr><td>Hygiene routines</td><td>Teachers will remind students regularly about hand hygiene and signs relating to hand hygiene have been placed around the school.
Hand sanitiser will be available in every classroom and each teacher will also have hand sanitiser and sanitising wipes.
Hand sanitiser will also be situated at mask disposal areas around the school.</td></tr>
<tr><td>Teaching and learning</td><td>A number of suitable outdoor learning spaces have been identified in different areas of the school. A booking roster has been organised for the outdoor learning spaces identified for teachers to book, including Music, Art and Physical Education.
It is recognised that teachers are not able to provide remote online learning and face to face lessons concurrently. Arrangements to support students who are not able to return to on-campus learning can be found on the school website at Covid Information - Telopea Park School
<table>
<tr><th>Primary</th><th>Secondary</th></tr>
<tr><td>Students remain in their usual class groupings with specialist teachers moving to classes rather than students moving.
Kindergarten to Year 2 classes will continue to focus on their bilingual learning
Specialist Learning Areas
Specialist learning areas such as Physical Education, Music, Art, and Digital Technologies will be offered to year groups based on cohorting and availability of specialist teachers.
Language acquisition support for students who have English as an additional language or dialect and specialised student support will continue for students across Kindergarten to Year 6</td><td>Students remain in usual class groupings when attending classes.
Years 9/10 will be considered as a cohort and their elective and Physical Education classes will continue to be combined.
Year groups to remain in designated areas prior to morning Contact Group</td></tr>
</table></td></tr>
<tr><td>Break times</td><td>To minimise contact between year groups, designated areas have been identified for specific year groups. Additional shade structures have been ordered to provide greater areas of shade. We anticipate these being installed shortly.
In the event of inclement weather, cohorts will be allocated to different areas of the school buildings that allow for social distancing.
<table>
<tr><th>Primary</th><th>Secondary</th></tr>
<tr><td>Recess 10:35 – 11:05
Lunch 12:40 – 1:40

Routes to minimise contact between cohorts when exiting and entering</td><td>Recess 11:00 – 11:30 Mon/Wed/Fri
Recess 11.26-11.56 Tues/Thur
Lunch
Mon 1:20 – 2:20
Tues 1:10 – 2:00
Wed 1:25 – 2:20</td></tr>
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<table>
<tr><td></td><td><table>
<tr><td>buildings for breaks have been devised.</td><td>Thurs 1:00 – 2:00
Fri 1:25 – 2:20</td></tr>
<tr><td>Designated areas identified for specific year groups.
Kindy - own space Kindy playground
Year 1 - Year 1 play equipment, quad & sand pit
Year 2 - Roster for equipment and quad
Year 3 - roster for equipment, low ropes and first half of the oval
Year 4 - roster for equipment, low ropes and first half of the oval
Year 5 - soccer pitch and back half of the oval
Year 6 - soccer pitch and back half oval</td><td>Designated areas identified for specific year groups.
Year 7 – Main Quad and Montgomery Oval (supervised)
Year 8 – Designated oval location
Year 9 – Designated oval location
Year 10 – Designated oval location

Cohort based rotation for access to specific areas (e.g., basketball courts, synthetic turf) will be informed by student input.</td></tr>
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<tr><td>Before and After School Care</td><td>Drop Off
• Kindergarten will be collected from classes by an OOSHC staff member at 3:10pm
• Years 1 and 2 will be delivered to OOSHC at 3:10pm
• Years 3 - 6 will be delivered to OOSHC at 3:15pm
Pick Up
• Fine weather - an OOSHC staff member will monitor Gate 2 in the afternoon. Children will be brought to the gate by OOSHC staff for collection.
Wet weather, parents will collect children from the Francophonie Hall door.</td></tr>
<tr><td>FSchool canteens and uniform stores</td><td><table>
<tr><td>Primary</td><td>Secondary</td></tr>
<tr><td>School canteen is closed due to no canteen operator.
Food delivery is not allowed.</td><td>School canteen is closed due to no canteen operator
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</table>
The P&C Uniform Store will continue to operate as it did in Term 4 2021, with orders packaged for collection from the Front Office rather than parents coming to the store.</td></tr>
<tr><td>Events and Excursions</td><td>Unfortunately, during Term 1 no camps or sporting carnivals will take place. If you have already paid for a camp that was scheduled for Term 1, please contact the school’s finance office via the general phone number (61422238) or email tps@telopea.act.edu.au to organise a refund.
We will still be running beginning of the year information sessions for parents and carers, which will be online. Details about these events will come home to you shortly.</td></tr>
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We will continue to review and adjust these measures based on the most up to date advice from ACT Health.

During this time we may experience impacts on our workforce due to the requirements of staff to isolate under ACT Health directions. We will work closely with the Education Directorate to make appropriate adjustments to ensure student and staff safety. This may include using casual relief staff, combining of classes, limiting or cancelling non-essential activities, switching to the provision of supervision only or possibly temporary transition to remote learning.

Remember, all adults and children aged 5 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.

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

Regards,

Jason Holmes

Principal

Florence Llopis

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