



Seven Hills West Public School

Respectful, Safe, Responsible Learners

Phase One School Operations for Term 2 2020

Dear Families and Caregivers,

On Monday 11th May (Week 3), we will move into Phase One of the managed return to school for students. In this phase, all NSW students will attend school one day per week and learn from home 4 days per week. It is anticipated that all NSW students will increase the number of days at school before the end of the term, under the advice of NSW Health. I've attached a document with more information regarding the managed return to school plan. We are unclear at this stage as to the length of Phase One (orange phase).

Collection of Learning from Home Packs

Learning from Home Packs will continue during Phase One for students to engage in during the 4 days they are at home. The allocated school day for your child, which parents confirmed last week, will be on a sticker on the front of their Learning Pack. During Phase One, students will learn from home for 4 days per week and attend school for 1 day. We have tried to prioritise our planning to ensure each child gets face-to-face instruction once a week from their classroom teacher wherever possible. We want to maintain the relationship between teacher and student to enhance student engagement and wellbeing and support effective learning. Siblings will attend on the same day.

Learning from Home Packs are available to be collected from the school hall this Friday 8th May between 8.30am - 3pm. All families are to collect and sign for the packs. Please return your child's/children's Term 2 Weeks 1 & 2 Learning Pack for marking and feedback.

Social Distancing

The health and safety of our students and staff is paramount and we will be following advice of the experts in this field. The managed return to school plan will continue to include careful attention to social distancing measures and additional cleaning across the school.

In addition to the slow, staged return to school, we are trying to limit interactions with others outside school. Please be aware that parents need to stop at the external gates when dropping off or picking up their child/ren.

Instructions for Drop-Off and Pick-Up (Please see the School Map attached)

School will continue to commence at 9.00am for students. Supervision before school will continue to commence from 8.30am, as per normal procedure.

Cnr Lucas Road and Sackville Street Seven Hills NSW 2147
Telephone: 9622 2136 Facsimile: 9831 6437 Email: sevenhillw-p.school@det.nsw.edu.au



A Proud PBL School (Positive Behaviour for Learning)



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Teachers will be supervising entry at the gates listed below.

Drop-off at the start of the day – Students will enter the school through the following designated gates:

- Gate 1 (Pedestrian/New Hall Gate) – Kindergarten, Year 1 and Year 2 students
- Gate 2 (Bus Stop/OOSH Gate) – Year 3, Year 4, Year 5 and Year 6 students
- Gate 3 (Sackville Road Gate) – Preschool, Support Unit students (not on Assisted Transport) and Family Groups

Pick-up at the end of the day – Students will exit from the same gate as the morning. We request that parents meet their child outside the designated gates and maintain social distancing by avoiding gathering outside of school gates.

Canteen Update

The canteen will remain closed until all students are at school when Phase 5 is introduced later in the term.

Hygiene

We have been allocated enhanced cleaning services each day. Each classroom is equipped with plenty of soap, hand sanitiser and paper towels.

All teachers will remind students to:

- wash their hands frequently with soap and water before and after eating and after going to the toilet
- cover their nose and mouth when they cough or sneeze
- avoid touching their faces
- limit physical contact when greeting people

All children will need to bring their own drink bottle to school to prevent use of the bubblers. Children will be able to fill up their water bottles using the Water Refill Station outside the school hall.

The playground will be monitored in line with social distancing guidelines.

Sick Bay Procedures

Any child who presents to the sick bay will have their temperature checked. Any child who becomes unwell during the day will be sent home. We are taking every precaution we can to keep us all safe. Please follow health advice and keep your child/children at home if they are unwell.

We appreciate your support during this difficult and complex time where the situation and guidelines are constantly evolving. If you have any questions or concerns, please contact the school via email at sevenhillw-p.school@det.nsw.edu.au or phone (02) 9622 2136.

Kind regards,

Shanti Clements
Principal
05.05.20

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A Proud PBL School (Positive Behaviour for Learning)

At all times

- Schools are safe places for students, teachers and staff.
- All students engage with a single unit of work.
- Keep up-to-date with your schools' communications to make sure you receive important messages about timetable changes.
- Any identified cases of COVID-19 will continue to be managed in line with health advice, including temporary school closures where necessary.

Learning from home

Practical resources and guides to support students are available at the department's [Learning from home hub](#).

PHASE 0

Schools are open for families who need it.

- Families are encouraged to keep their children at home wherever possible, with no student to be turned away.
- Students who attend school are supervised only, not in their regular classes.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

PHASE 1

Students at school at least one day per week.

- Schools have discretion for establishing which group attends on which day, with a preference to group siblings/families together.
- Families who need to send their child to school every day may continue to do so and no child will be turned away.
- Classes are split across different spaces and break times can be staggered.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

You can now

- Send your child/children to school one day a week.
- You are encouraged to keep your child at home for the rest of the week wherever possible.
- Check with your school to see which day of the week your child/children should attend.
- Use the school canteen and uniform shop where appropriate hygiene measures are in place.

You must continue to

- Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.
- Maintain social distancing by avoiding gathering outside of school gates.
- Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.
- Support your child/children to continue learning at home on remote learning days.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

PHASE 2

Students at school at least two days per week.

- Schools have discretion for establishing which group attends on which days, with a preference to group siblings/families together.
- Families who need to send their child to school every day may continue to do so and no child will be turned away.
- Classes are split across different spaces and break times can be staggered.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

You can now

- Send your child/children to school two days a week.
- You are encouraged to keep your child at home for the rest of the week wherever possible.
- Check with your school to see which two days of the week your child/children should attend.
- Use the school canteen and uniform shop where appropriate hygiene measures are in place.

You must continue to

- Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.
- Maintain social distancing by avoiding gathering outside of school gates.
- Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.
- Support your child/children to continue learning at home on remote learning days.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

PHASE 3

Students at school five days per week, with social distancing measures.

- Students with increased health risks may continue to learn at home to suit their individual needs.
- Students remain in the same classroom for the day, break times can be staggered to reduce mixing between class groups.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

You can now

- Send your child/children to school every day.
- Access community services run on school sites, where they are not restricted by Public Health Orders.
- Use the school canteen and uniform shop where appropriate hygiene measures are in place.
- Walk your child/children into and out of school while maintaining social distancing.

You must continue to

- Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.
- Maintain social distancing by avoiding gathering outside of school gates.
- Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.
- Support your child/children to continue to learn at home if they are required to learn remotely.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

PHASE 4

Students at school five days per week, with full school activities.

- Normal school breaks and entry/exit processes will resume.
- Infection control procedures will continue on a school by school basis.
- Communication to staff, students and families regarding NSW Health advice will continue.
- Continued communication to the Early Childhood Education sector regarding NSW Health Advice.

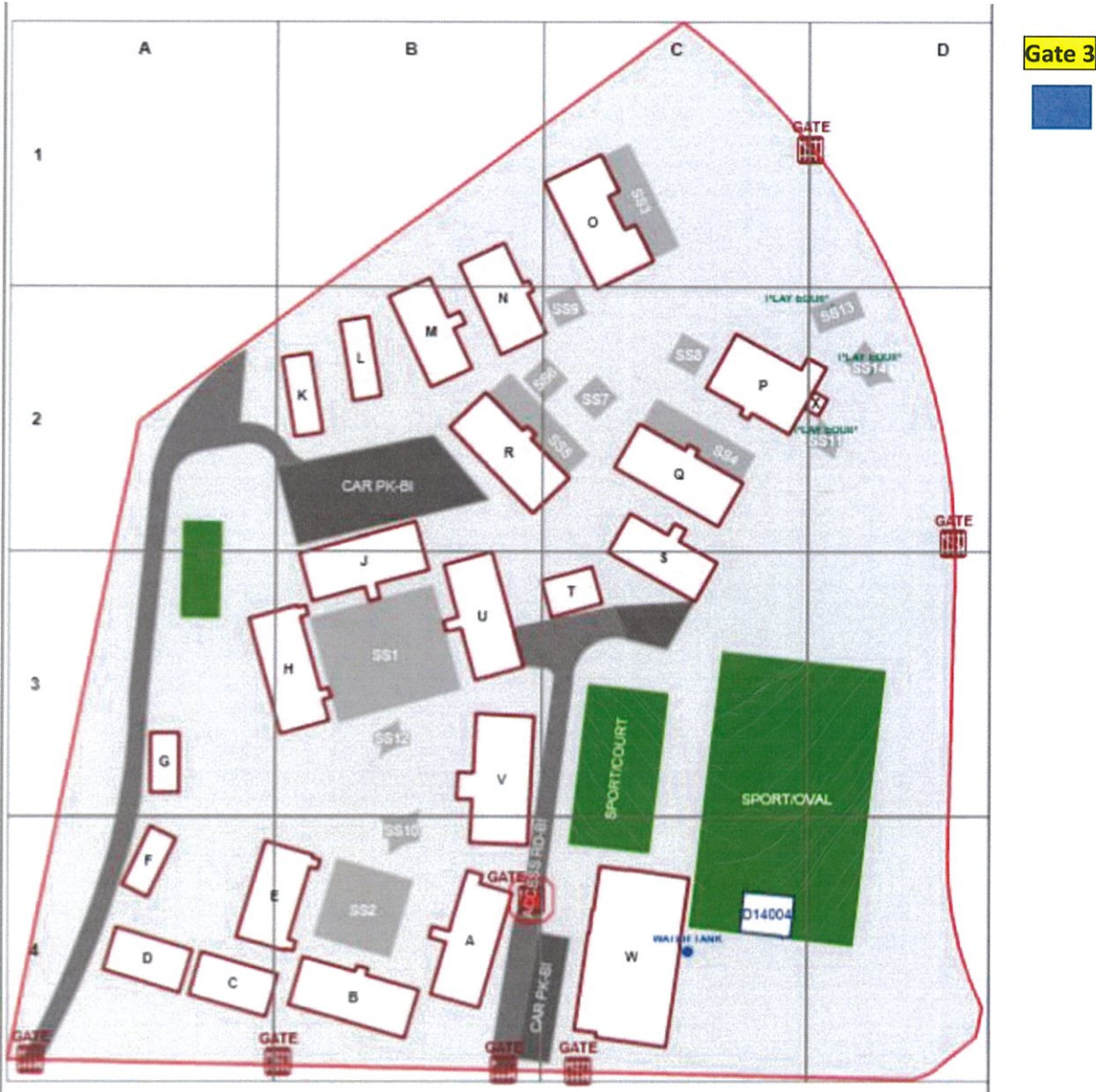
You can now

- Send your child/children to school every day.
- Participate in school excursions and inter-school activities.
- Use playground equipment at schools.
- Drop your child/children off at school as you would normally do.
- Participate in school based activities such as volunteering in classes and assemblies.
- Use services that usually operate at your school like canteens and other community run activities.

A managed return to school

Guidelines for families

Map of Drop-Off and Pick-Up Gates



Gate 2

Gate 1



Gate 1 (Pedestrian/New Hall Gate) – Kindergarten, Year 1 and Year 2 students



Gate 2 (Bus Stop/OOSH Gate) – Year 3, Year 4, Year 5 and Year 6 students



Gate 3 (Sackville Road Gate) – Preschool, Support Unit students (not on Assisted Transport) and Family Groups