



Dear Parents and Caregivers,

Tomorrow we will start Term Two with some of our students, by choice, either returning to school to work or completing their learning at home remotely.

The intent is for CEWA to offer remote learning for the first weeks of this term, but as of this morning there has been a renewed development. On Monday May 11th there will be a review of the current position in CEWA schools, with the findings of this review determining the decision to have a full return to school at some point in the future. As developments around these announcements become available, I will share them with you. Please see the attached letter from Dr Debra Sayce, the Executive Director of CEWA, outlining these developments.

CAN PARENTS OF ALL STUDENTS PLEASE NOTE (whether working at home or at school):

Students and parents are to be mindful of teacher accessibility throughout the school day.

As of tomorrow, there will be both students working from home and in school, therefore teacher access to those students working remotely will be reduced. These times are explained in the matrix below. When teachers are not available for remote instruction, they will be utilising this time for pastoral phone calls, lesson preparation, professional development, shared supervision when needed and providing feedback to our students at home.

ATTENDANCE: Attendance seems tricky but does not need to be. Please note:

- Students attending school will be marked present.
- Students working from home will be marked present to remote learning, if parents/students utilise the means as asked for by the class teacher (please check in on this) each day to acknowledge they are working.
- Students working from home do not need to notify the school.
- If students are genuinely sick and cannot complete the school day, whether working from home or school, parents are asked to notify the school if this is the case. This student will be marked 'sick'.

For students returning to school tomorrow please note the following arrangements:

UNIFORM: Students can wear their sports uniform for the current period until notified. This can be their Sports shirt or House shirt.

SCHOOL PACKS: Students returning to school are asked to bring their Educational Learning Pack back to school with them.

LUNCH AND RECESS: Breaks will be at the same times as normal school time, however, the eating/seating arrangements will be slightly different for the time being. Students will be advised of this when they are at school.

HYGIENE AND SANITIZATION: Many measures are in place to maintain hygiene and to sanitise areas within the schools.

- Hand sanitiser will be available in classrooms.
- Students are to wash hands regularly throughout the day.
- Rostered cleaning schedules will see staff cleaning internal, external and playground areas/spaces within the school regularly throughout the day.
- Class resources will be cleaned daily.

TEACHER ACCESS AND LEARNING TIMES: Teachers will be working on the same tasks and activities with students whether they are at home or at school. Some changes have been made to the daily timetable to allow staff to cater to having students both at home and school.

KINDY and PRE-PRIMARY – will work together in the Early Years classrooms.

YEARS ONE TO SIX students will work in their classrooms with their class teachers present in the room.

See the routines below:

	KINDY /PREP PRIMARY	YEARS ONE TO THREE	YEARS FOUR TO SIX
SCHOOL LOCATION	Kindy and Pre-Primary combine in Early Years classrooms, dependent if/when student numbers increase	Students work in their classroom	Students work in their classroom
MORNING BLOCK Academic time	Teachers will work remotely and in classrooms with students on learning task Normal recess time	Teachers will work remotely and in classrooms with students on learning task Normal recess time	Teachers will work remotely and in classrooms with students on learning task Normal recess time
LUNCH	From 12.40 pm	From 1.00pm	From 1.00pm
TEACHER AVAILABILITY TO REMOTE STUDENTS/PARENTS	Teacher availability to parents via Seesaw will be between 8.30am – 12.30pm	Teacher availability to students/parents via Seesaw will be between 9.00am – 1.00 pm	Teacher availability to students via Teams will be between 8.40am – 1.00 pm
	LUNCH	LUNCH	LUNCH
AFTERNOON BLOCK	Students will combine to complete creative work under the guidance of designated teacher Staff will utilise this time for pastoral conversations and	Students will combine to complete independent /creative work under the guidance of designated teacher Staff will utilise this time for pastoral conversations and	Students will combine to complete independent /creative work under the guidance of designated teacher Staff will utilise this time for pastoral conversations and

	feedback to students at home, assessments, lesson preparation and professional development	feedback to students at home, assessments, lesson preparation and professional development	feedback to students at home, assessments, lesson preparation and professional development
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DROP OFF AND PICK UP POINTS: As parents are for the time being unable to enter the school grounds (unless for extraordinary circumstances) and with the number of students indicating they are returning to school, the drop off points are being limited to two points.

Cooper street

- Access will be through the Kindergarten gate. Kindergarten and Pre-Primary students are to be dropped off here and Mrs Zarzycki will meet you from 8.15 am.
- Bus students will be met by a staff member and enter through these gates.
- Other students (Years 1 – 6) entering the school from this drop off point will enter through this gate and make their way through to the main school via the Pre-Primary buildings. They will then wait in front of their classroom for their class teacher.

Young street

- Staff will be in attendance in the morning to welcome students from approximately 8.10 am.
- Students (Years 1 – 6) entering the school from this drop off point will make their way to their classrooms and wait for their class teacher.

Please note, if and when ‘student return’ numbers increase, the gate on Hester street (church side) will be opened up.

Late drop off/ early pick up

- For now, the procedures for late drop off/ early pick will remain much the same with some slight variations.
- Parents dropping off/collecting their child will need to go to the office and complete the ‘sign in/out’ book.
- If prior notification can be given via a note/ phone call parents are encouraged to do so.
- Staff will collect students from classrooms or escort them to classrooms if this is the case.

Thank you for your support as we tackle Term Two slightly differently. As routines/systems and procedures evolve, the school will inform you of these. In the meantime, let’s hope for a positive change in our world soon and let’s pray for a wonderful start to this term for our whole school community.

Your sincerely,

Darrin Croft
PRINCIPAL

28th April 2020

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