



12 October 2021

Dear RJ Students, Parents and Caregivers

### **Update (No.21/15) - Return to School Plan Term 4**

It is wonderful to think that after over 100 days in lockdown we are now getting ready to welcome our staff and students back onto our campuses. In order for this to happen as smoothly as possible, we ask that all parents and students, where possible, read the following information regarding the return to school plan for Term 4. The safety and wellbeing of both staff and students is our highest priority and therefore we have undertaken a series of risk assessments in devising our plan in accordance with the NSW Government guidelines for our students' return.

#### **Return to School & Learning**

Recently, the Premier amended the initial return to school plan announced on 21 September allowing students to return to school from October 18. The plan for return is as follows:

- From 18 October – Pre-K, Kindergarten, Year 1 and Year 2 (Marsden Park Campus)
- From 18 October – Kindergarten, Year 1 and Year 12/2021 (Oakhurst Campus)
- From 25 October – All other year groups (both campuses)

All students will be back in classrooms learning with their teachers and friends from Monday 25 October.

Primary parents should notify their child's relevant Head of Primary, Mrs Shannon-Duhigg ([kshannonduhigg@rjas.nsw.edu.au](mailto:kshannonduhigg@rjas.nsw.edu.au)) or Mr Sale ([mpadmin@rjas.nsw.edu.au](mailto:mpadmin@rjas.nsw.edu.au)), via email if their child is unable to return to school and indicate the reason why. The Head of Primary will then arrange for a weekly basic worksheet bundle to be emailed to the parent for printing and completion at home. Please note the bundles will only be provided up to the week beginning 1 November as all staff will be fully utilised onsite from the week beginning 8 November. Seesaw lessons for year levels will cease from the day the students return. For example, Kindy Seesaw lessons will finish on Monday 18 October, the day of their return to school.

Secondary parents should notify the Acting Head of Secondary, Mrs Julia Scrimshaw ([jscrimshaw@rjas.nsw.edu.au](mailto:jscrimshaw@rjas.nsw.edu.au)) via email if their child is unable to return to school and indicate the reason why. Learning content for Secondary students can be accessed through CANVAS.

Student desks in classrooms will be separated where practical and possible to facilitate distancing. Parents should be aware that most desks seat two students side by side. Single desks are not always available in classrooms. Desks will not be joined in rows or other configurations that may have existed previously.

#### **Authorised Workers' Children**

Only children of authorised workers should be attending the school campuses during Week 1 to Week 4 for DLP supervision. These families should continue to pre-register their children using the link provided each week for students (not in a returning cohort) to assist us in planning appropriate supervision during the DLP period.

#### **Bus Services**

We have been advised by the NSW Government that Transport NSW are now operating their normal bus services across their network. Likewise, all RJ Bus Services will commence from October 18 to assist with the

return to school and passengers will be encouraged to wear a face mask during transit. Therefore, children of authorised workers from the Marsden Park Campus who had been supervised at Oakhurst, will now return to their campus from Week 3. Mrs Ghali will be in contact with families shortly to confirm bus usage.

### Drop Off and Pick Up Arrangements – Oakhurst

Our start of day arrangements for Primary and Secondary students already caters for a staggered start to the day at the Oakhurst Campus. In order to facilitate a quick clearing of the School campus in the afternoon, Primary and Secondary students will finish school at different times.

- **Secondary** – Start time 8:30am; Finish time for Term 4 will be 3:00pm (This reduction in time will be offset by a reduction in the small Home Group session).
- **Primary** – Start time 8:45am; Finish time for Term 4 will be 3:20pm

To reduce movement around the School during the HSC, Roll Call for Secondary students will move to the start of the day (8:30am).

Secondary students are asked to leave the campus immediately at the end of the school day and make their way home. Secondary students with younger Primary siblings are asked to wait on the blue hardcourt in a physically distanced manner. Once they collect their sibling, they should move to their collection area or head home.

Parents can utilise the following drop off and collection points at the beginning of the day and afternoon:

- **Secondary Turnaround** – for Secondary student pick up only (or Secondary student with Primary sibling)
- **Dryden Avenue** – for Primary student pick up and Secondary with Primary sibling pick up
- **Church Carpark** – for Primary pick up
- **Jersey Road Gate** – for Primary walk-in pick up only. Parents who use this access point should be double vaccinated, wear a mask and remain physically distanced while waiting at the cones for their child. Parents are not allowed to mingle or wait in groups outside the gate. No parents are allowed on site other than to access the Jersey Road gate.
- **Parents utilising Ricky 10** – due to construction in the turnaround vicinity, the bus will be using the space on Hyatts Road between the school and church until further notice. Parents are asked to not park in this area between 7:45am – 8:00am and 3:40pm – 3:55pm to assist the service.

The Secondary Turnaround will be closed to staff and parent access until November 1 due to the construction of the Senior Learning Centre that commenced at the end of last term. Please use the Church carpark as the drop off and pick up point for Week 1 to Week 4.

### Drop Off and Pick Up Arrangements – Marsden Park

The usual start time will remain, however, Pre-K children will finish earlier than the rest of the Campus.

- **Pre-K Students** – Finish time for Term 4 will be 3:00pm
- **K-6 Students** – Finish time for Term 4 will be 3:10pm

The main gate will be unlocked once the Cumberland bus service has been let through the carpark at 2:50pm. Pre-K parents should come to the inside school gate near the crossing to collect their child at 3:00pm.

***Parents at both campuses should remain in their cars, where possible, when collecting their children. Under NSW Government guidelines, carpooling with people outside your household is not permitted.***

### Parents and Visitors on Campus

NSW Government regulations do not allow non-essential visitors including parents on the School site. If it is necessary for a parent or carer to attend the School, they must do so via Main Reception or the Primary Reception and must sign in using the Service NSW QR Code and School system at reception areas. All visitors or parents must wear masks at all times, adhere to appropriate physical distancing and show evidence of full vaccination.

## Mask Wearing

All Staff and Secondary students will be required to wear a face mask at all times whilst at school, both inside and outside. The NSW Government has waived all exemptions to mask wearing. Students can remove their masks when eating and drinking. NSW Health recommend that Primary students should also wear a face mask. Primary students can also remove their mask when playing at break times. Students using public transport are required to wear a face mask. Primary students using the RJ services are strongly encouraged to wear a face mask in transit. Please ensure your child has an adequate supply of masks.

## Year Group Segregation

When at School students should generally stay in their relevant year group stages and not mix with other year groups where possible. To assist this occurring, year group stages will be designated a specific play area at break times. Access to various areas will be on a rotational basis from day-to-day and as advised by the relevant Head of Section.

Structured playground equipment will not be accessible until further advised. In order to cater for greater spread of student numbers in outdoor spaces, additional shade structure will be provided at the Sports field for students.

The Hive (Primary) – access to the Hive will be on a rotational basis from Monday to Thursday.

The Hub (Secondary) – access to the Hub will be as follows:

- Monday – Year 7
- Tuesday – Year 12/2022
- Wednesday – Year 8
- Thursday – Year 9
- Friday – Year 10

Bubblers at both campuses can only be used to fill water bottles. Please ensure your child brings a water bottle to School to fill throughout the day.

## Canteen Services – online lunch orders only

The Oakhurst canteen will reopen in Term 4 from Monday 18 October. It will be open for pre-ordered lunch orders only. No over-counter service will be provided. Parents should ensure they place their child's order through Munch Monitor. They should also supply their child with a prepacked morning tea. Primary lunch orders will be delivered to classrooms. Secondary lunch orders can be collected at designated areas for Stages 4 to 6.

Under COVID mitigation measures, contactless payments are being applied. Therefore, Marsden Park Snack facility will not operate thus eliminating the handling of coins, nor will the Café service be available during Term 4.

## Student Lockers

Secondary students are able to access their lockers. However, the Year 12/2022 lockers will be split across the campus to minimise student numbers in locker areas. Stage 4 locker rooms will have rear doors opened each day to allow for ventilation. Students are not to use these rear doors as an entrance or exit to the locker rooms.

## Personal Hygiene

- Students are required to engage in good personal hygiene practices as part of our ongoing safety measures which include:
  - the regular washing of hands with soap.
  - coughing or sneezing into their elbow or a tissue (which should be disposed of immediately).
  - avoiding the sharing of food and drinks.
  - engaging in non-contact greetings (eg. elbow taps, no hugging or shaking hands etc).
- Our campus changeroom facilities will remain closed until further notice. Students who have a timetabled practical PDHPE class, PASS class or sports training, should wear their RJ sports uniform with appropriate footwear to and from School (refer to the Student Presentation and Uniform Policy).

## Hand Sanitiser

Hand sanitisers are available in every classroom. Primary teachers will assist students in their use of sanitiser after recess and lunch breaks. Secondary students may use the sanitiser when entering the classroom or as required.

## Student Vaccination Update

As recently advised, ALL students are welcome to return to school whether they have had a COVID vaccination or not. COVID vaccination of students is not a requirement for school attendance, although NSW Health encourages Secondary students (12-18 years) to be vaccinated.

## Ventilation

To improve ventilation, classroom doors and windows will be opened wherever possible. All air conditioning units, filters and fans in the School across both campuses have been serviced to ensure they are in good working order. All our air conditioners meet Australian air quality standards. The School is not intending to purchase air purifiers at this time due to the limited impact they have in a large classroom, the cost involved, and availability limitations. However, the School will monitor Co2 levels in classroom spaces and continue to monitor air quality. Teachers will also utilise outdoor learning spaces where practical and possible.

## Cleaning

Our external cleaning contractors will continue to provide additional cleaning of high touch points and desks throughout the School.

## Exclusion from the School

### Unwell Students and Staff

Students must stay away from school when experiencing even the mildest of COVID symptoms and seek testing. They should not return to the School until they receive a negative result and are symptom free. Prior to returning to the School, students must send their negative COVID-19 result to the following staff member.

- For students in Years K-12 at the Oakhurst Campus: email result to Mrs Peita Champion [pchampion@rjas.nsw.edu.au](mailto:pchampion@rjas.nsw.edu.au) (Student Reception/First Aid Officer)
- For students in PreK-6 at the Marsden Park Campus: email result to Mrs Kathy Du Toit [kdutoit@rjas.nsw.edu.au](mailto:kdutoit@rjas.nsw.edu.au) (Campus Reception/Administration Officer)

### Unwell Household Members

Students should not attend the School if someone in their household is unwell. If the student has no symptoms, they can return once the household member has tested negative to COVID-19 unless otherwise directed by NSW Health.

### Close contact household members

Students should notify the school if someone in their household has been identified as a close contact of a COVID-19 case. Under these circumstances, the individual would be considered a secondary close contact and must get tested and isolate until both they and the close contact test negative to COVID-19 and they are completely isolated from the person who is the close contact.

If they are unable to completely isolate from the close contact household member in the residence, they must remain in isolation for the duration of their household member's quarantine period and complete further testing as directed by NSW Health.

## Conclusion

The School Executive Team remains committed to continuing to promote interactions across the School Community that are in keeping within the intention of the guidelines provided to us to minimise the potential spread of COVID-19 in the general community. The wellbeing of all is of paramount importance to us.

Let's continue to keep our community in prayer as we look forward to a successful return to school for all.

Kind regards  
Alan Dawson | **Principal**