POLICY: COVID-19

PURPOSE:

The purpose of this policy is to outline to parents, carers and students how our school will be managing risk and other operational matters relating to Coronavirus (COVID-19).

Brentwood Park is committed to providing a safe learning and working environment for our students and staff. We ask for all members of the school community to follow this policy to enable us to provide the safest possible environment during this time. We all have a role to play in stopping the spread of COVID-19 in Victoria.

Brentwood Park is following the advice for schools from the Department of Education and Training which can be found on the Department's website at: Coronavirus (COVID-19).

AIM:

This policy applies to everyone in the school community engaging in on-site learning or visiting school grounds. This includes all members of staff (principals, teachers and education support staff), all parents/carers who interact with the school and all students. It also includes visitors to the school. Information specific to staff only and not directly relevant to students and their families is not included in this policy.

We will continue to have in place strong measures to protect the health and safety of students, staff, families and the community. In addition to the health and safety measures outlined in this policy, we will be focused on three key priorities.

- **Mental health and wellbeing**
  Our highest priority will be the wellbeing, particularly the mental health, of every student and member of staff. This means effectively mobilising all available resources to support our most vulnerable students and enabling staff to access the relevant support services.

- **Learning and excellence**
  Some of our students have thrived in the remote and flexible learning environment, others have maintained their learning progress, and some have fallen behind, despite their best efforts and those of their families and teachers. Our priority will be supporting both those who need it to catch up and those who have progressed to continue to extend their learning.

- **Transitions**
  We will make every effort to ensure successful transitions for children moving from kindergarten into Prep, the Grade 6s moving into Year 7.

IMPLEMENTATION:

Health and safety at school

Our school follows the Department and Victorian Chief Health Officer's advice and requirements in relation to health and safety. The health and safety measures relating to students are outlined below. These health and safety measures are regularly reviewed in line with the changing context of COVID-19 in Victoria.

Unwell students (including students who have been tested)

- Unwell students **must** stay home.

- Where students have been tested for coronavirus (COVID-19) they are required to isolate at home and must not attend school until they are both symptom free and have received their results (provided the result is negative).

Managing unwell students at school

- Students experiencing compatible symptoms with coronavirus (COVID-19), such as fever, cough, chills or sweats, shortness of breath, sore throat, runny nose, loss of smell or taste, will be isolated in an appropriate space with suitable supervision and collected by a parent/carer as soon as possible. Urgent medical attention will be sought where needed.
- Health care plans, where relevant, should be updated to provide additional advice on monitoring and identification of the unwell child in the context of coronavirus (COVID-19).
- If a staff member is unsure whether a student is unwell in the first instance we will contact the parent/carer to discuss any concerns about the health status of the student, and we will take a precautionary approach, requesting the parent/carer to collect their child if concerns remain. A trained staff member may take the temperature of the student, where appropriate, to support decision-making. Gloves will be worn for the purpose of taking a temperature.
- Parent/carers of students experiencing compatible symptoms with coronavirus (COVID-19) will be encouraged to seek the advice of their healthcare professional who can advise on next steps. Students should not return until symptoms resolve.

Managing a suspected or confirmed case of COVID-19

The Department has comprehensive procedures in place with the Department of Health and Human Services to manage suspected or confirmed cases of coronavirus (COVID-19) in schools. In accordance with these procedures:

- We will contact the Department of Health and Human Services on 1300 651 160 to seek advice if a student or staff member:
    - is a confirmed case
    - has been in close contact with a confirmed case
- We will inform the Department's Incident Support and Operations Centre who will support the school to make an IRIS incident alert.

DHHS defines 'close contact' as someone who has either:

- had at least 15 minutes of face-to-face contact with a confirmed case of coronavirus (COVID-19)
- shared a closed space for more than two hours with someone who is a confirmed case.

Face Coverings

- Staff, (teachers and education support staff) are not required to wear masks while teaching, but those who wish to do so, can. Face masks are not required outdoors except where 1.5 metres physical distancing cannot be maintained. Teachers and education support staff must wear face masks in other indoor areas of the school when not teaching.
- .As we are a primary school, students are not required to wear face coverings regardless of whether or not they are aged 12 or over, but may choose to do so.

Physical Distancing

- Wherever possible we will encourage and support physical distancing of students however the Department and Victorian Chief Health Officer has acknowledged that physical distancing in schools is practicably difficult to achieve and has not mandated this practice.

- Parents are asked to observe physical distancing requirements (1.5 metres) whenever dropping off or collecting students from school and must not congregate at the school gate.

School Arrival and Departure Arrangements

To support physical distancing at our school we have arranged for the following staggered arrival and departure times and entry/exit points:

- Arrival: Teachers to have their classrooms open from 8.45 am. Students should not be at school prior to this. Students go directly to their classrooms upon arrival. Parents cannot enter the school.
- Dismissal:
    - Prep children with no other sibling at school, will assemble outside the classrooms adjacent to the synthetic turf at 3.00 pm to be collected by parents who have assembled, socially distanced, on the synthetic turf.
    - Grade 1 children along with their younger siblings, will assemble under the veranda of the library at 3:10 pm to be collected by parents, who have waited with social distancing observed, on the hardcourt.
    - Grade 2 children along with their younger siblings will assemble on the far side of the hardcourt at 3:20 pm to be collected by parents, who have waited with social distancing observed, on the hardcourt.
    - Students in Grades 3 - 6 with younger siblings will collect their younger siblings from their designated dismissal areas at 3:20 pm.
    - Grades 3 - 6, with no younger siblings, to be dismissed at 3:30 pm. Parents who collect children should arrange a place to meet them off-site. Chirnside Walk, adjacent to our school's northern boundary and the park surrounding the Brentwood Park Community Centre are suitable locations.

Hand, Food and Drink Hygiene

- Hand sanitiser will be available at entry points to classrooms and students will be educated on the importance of this health and safety measure.
- All people on school grounds must undertake regular hand hygiene, particularly on arrival to school, before and after eating, after blowing their nose, coughing, sneezing or using the toilet.
- Where shared equipment is necessary, students will be required to exercise strict hand hygiene before and after use.
- Students are to provide own drink bottle. Drink fountains are available for outside use.
- Students must not share their food.

Air Ventilation

- Wherever possible, we will increase fresh air into indoor spaces and maximise the use of outdoor learning areas and environments. This will include setting air conditioning units to use external air rather than recycling and keeping doors open to keep air circulating.

Temperature Checks

- Mandatory temperature testing of all students is no longer required. However, we will continue to heed Department and Chief Health Officer advice on this, and temperature checks may be reintroduced if the current levels of community transmission in Victoria increase.

Mobile phones

- The Department and school's mobile phone policies continue to apply and we ask that students clean their phones regularly.
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Health, Wellbeing and Inclusions Workforces at school

- Health and wellbeing staff (such as Student Support Services, Koorie Engagement Support Officers, Visiting Teachers and school nurses) will continue to provide support to students as required.

Record keeping for contact tracing

- To support contact tracing, we are required to keep a record of the name, contact details, date and time of attendance of all staff, students and visitors/contractors who attend on-site for more than 15 minutes.
- We are also required to record the areas of the school the person attended.

COVID-19 Safety Plan

- Our school follows and implements the Department's COVID-19 Safety Management Plan, available at: See Brentwood Park Primary School COVID19 Safety Plan.

ATTENDANCE:

- Normal attendance notification requirements apply for all students.
- Exceptions to attendance may exist for medically vulnerable students. The Acting Deputy Chief Health Officer has advised that decisions regarding school attendance should be informed by the nature of a child or young person's condition, its severity and intensity of required treatment. In most cases, the presence of common conditions of childhood, such as asthma, epilepsy or Type 1 diabetes, should not preclude a student from attending face-to-face learning.
- In keeping with expert public health advice, some students may be at higher risk for severe outcomes or complications of coronavirus (COVID-19), for example those with chronic medical conditions. Any student with a chronic medical condition should seek advice from their medical practitioner about attending school on site at different stages in the coronavirus (COVID-19) pandemic.

School Assemblies

- School assemblies will not take place face-to-face but school captains and house captains will award the Stars of The Week in the classes.

Camps and Excursions

- Camps and excursions can take place. We will inform parents and students if this changes.

Sport and Recreation

Based on the Department and Chief Medical Officer advice and requirements:

- Playground equipment can be used by students. However students should practice hand hygiene before and after use.
- Indoor and outdoor contact and non-contact sport can resume. Outdoor interschool sport can resume, with health and safety measures in place.

Instrumental Classes

- Only individual tuition and small group ensembles of five people indoor and a cap of ten outdoor.

Canteen

- Our school canteen is open and will operate with the highest hygiene practices.

Visitors and School Tours

Under Department and Victorian Chief Health Officer advice and requirements, visitors to school grounds must be limited to those delivering or supporting essential school services and operations (e.g. student health and wellbeing services, cleaning and maintenance workers). This means:

- Parent volunteers must not attend school
- Parent-teacher information sessions and interviews will be conducted remotely online
- On-site school tours for prospective students and their families can be conducted during school hours.
- Visitors to school grounds must comply with physical distancing and face covering requirements and practise good hand hygiene.

Outside School Hours Care

Outside School Hours Care will be available for students in accordance with their usual process.

Interschool Activities

All interschool activities, in addition to interschool sport can be conducted, adhering to hygiene measures.

Communication between Parents/Carers and our School

Parents and carers are encouraged to contact the school to discuss any concerns or areas of need in regards to their child's learning, health, wellbeing or access to teaching and learning resources.

Cleaning and Facilities Management

At our school we will:

- Continue extension of routine environmental cleaning, including progressive cleaning throughout the day to ensure that risks of transmission are reduced for high-touch services.
- We will be practicing hand hygiene immediately before and after use of shared equipment and the students have access to anti-bacterial wipes to wipe their table surface and items.

Further Information and Resources

- DET Coronavirus (COVID-19) website:
  - https://www.education.vic.gov.au/school/Pages/coronavirus-advice-schools.aspx
- DHHS Coronavirus (COVID-19) website:
  - https://www.dhhs.vic.gov.au/coronavirus
- DET Infectious Diseases Policy:
  - https://www2.education.vic.gov.au/pal/infectious-diseases/policy
- DET Health Care Needs Policy:
  - https://www2.education.vic.gov.au/pal/health-care-needs/policy
- Talking to your child about COVID-19:
  - https://www.education.vic.gov.au/Documents/about/department/covid-19/talking-to-your-child-during-coronavirus.docx
- Department of Education and Training COVID-19 Advice Line – 1800 338 663
- Department of Health and Human Services Coronavirus hotline – 1800 675 398 (24 hours, 7 days a week)

REVIEW:

This policy will be reviewed on a regular basis as the situation changes.

APPROVED BY SCHOOL COUNCIL: 23/11/2020