

Return to Campus Procedures

SENIOR SCHOOL

As we prepare for students to come back to School, we have instituted some procedures to ensure all staff and students are safe whilst gradually returning to campus life.

SENIOR SCHOOL RETURN TO CAMPUS TIMETABLE

We have structured our Return to School Timetable so we can gradually bring girls back on campus.

Week	Year Group	Other Information
1	All girls learn online	
2	All girls learn online	
3	<p>Year 12 to return to campus 5 days/week</p> <p>Monday – Year 11 Tuesday – Year 10 Wednesday – Year 7 Thursday – Year 8 Friday – Year 9</p> <p>* Online learning available for those girls who cannot return to campus</p>	<ul style="list-style-type: none"> We encourage Year 12 girls to come in for their classes only. They should report directly to Reception to sign in, and have temperature checked. All other year groups to have temperature checked before entry to campus. Please see below for instructions. Locker areas closed for all year groups so we ask that girls pack lightly so they can take their bags with them from class to class. No access to common rooms. Limited menu available from Canteen.
4	<p>Year 12 on campus 5 days. Year 11 - TBC.</p> <p>Monday – Year 11 Tuesday – Year 10 Wednesday – Year 7 Thursday – Year 9 Friday – Year 8</p> <p>* Online learning available for those girls who cannot return to campus</p>	<ul style="list-style-type: none"> We encourage Year 11 and 12 girls to come in for their classes only. They should report directly to Reception to sign in and have temperature checked. All other year groups to have temperature checked before entry to campus. Please see below for instructions. Locker areas closed for all year groups so we ask that girls pack lightly so they can take their bags with them from class to class. No access to common rooms. Limited menu available from Canteen.

These arrangements are under constant review as we make decisions regarding Weeks 5 and beyond with the hope that all girls will resume five days per week by the end of term 2.

ONE ENTRY POINT PER CAMPUS

- We will only have **one entry point** per campus to ensure every girl is temperature checked before entering the campus

Campus	Entry Point
47 Mandolong	Mandolong Road - Reception
44 Mandolong	Lawrance - Main foyer

SAFETY MEASURES AT ENTRY

- **Pre-entry temperature screening:** Everyone will be temperature checked on entry using a touchless thermometer.
 - Students will be asked if they have taken Paracetamol/Nurofen that morning (as this could mask a fever).
 - Temperature reading must be **no higher than 37.5°C**. If higher, parents will be contacted and she must be picked up immediately.
 - Students will receive a sticker to indicate that they have been formally checked.
- **Sanitiser:** After the temperature check, girls will be directed to use hand sanitiser before going to class. They will be reminded about hand hygiene.

SAFETY MEASURES DURING THE DAY

- **Handwashing:** girls will be instructed to wash their hands at regular intervals during the day and to use hand sanitiser.
- **Social distancing:** wherever possible, desks will be spaced out and larger spaces used for bigger classes. Classroom doors and windows will be open during classes to improve ventilation. Doors will be propped open wherever possible.
- **Cleaning:** Cleaning staff will be employed throughout the day specifically to sanitise high traffic areas (classrooms and bathrooms) and high touch surfaces including handles, door push plates, rails on stairwells etc.
- **Year 11 and 12 students:** encouraged to be on campus for their classes only. If they have a study period in Period 1 or 5 we ask that they stay home and only be on campus when required. In this situation, we ask these girls

to report directly to Reception to sign in and to have their temperatures checked before going to class.

- **Tutor groups:** students not attending school must log in remotely to their tutor group.
- **Recess/Lunch time:** all available large and outdoor spaces will be used to facilitate social distancing during recess and lunch breaks.
- **Public transport:** students travelling by public transport are encouraged to wear gloves which are to be disposed of once they enter the campus.
- **Bubblers:** will not be in use until further notice. Water bottle filling stations will remain on.
- **COVIDSafe:** students are encouraged to use the COVIDSafe App and are permitted to have their mobile phones in their pockets. However, the policy will continue apply that phones should be 'invisible and inaudible' during the school day and sanctions will apply if breached.

PROCEDURES FOR SICK GIRLS

- **Girls must not attend school if they are unwell in any way.** We ask parents to be particularly vigilant in this regard.
- Should any girl present with a temperature above 37.5°C, we will take a second reading 5 minutes after the initial reading. If she still has a temperature above 37.5°C she will be given a mask and will be seated in a separate quarantine area until she is picked up by a parent/carer. This must happen as soon as possible after being notified.
Any girl who is sent home should not attend School until she has medical clearance in the form of a certificate.
- Any girl presenting with a fever or respiratory symptoms meets the current NSW Health testing criteria for COVID-19 and should be tested. She should not return to School until a negative test result has been returned.

PROCEDURES FOR PARENTS

- Parents should remain in their cars while dropping off and picking up their daughters.
- Entry is not permitted to campus (including to Reception) without prior appointment.
- For Click & Collect library service, books will can be collected from tables outside Reception.

- Parents should inform the School if a close family or household member has tested positive to COVID-19 or has been in contact with someone who has.
- Please advise Reception if you have changed your contact details to ensure we have up to date information.