



COVID-19

**RETURN TO
SCHOOL
BOOKLET**

Students and Families

MAY / JUNE 2020

LORETO COLLEGE BALLARAT



Loreto
COLLEGE BALLARAT | EST.1875

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Staged Return to School

Loreto College has been working over the past few weeks to meet the health and safety guidelines of the Victorian Chief Health Officer, the Department of Education, the Catholic Education Commission and the Catholic Education Office Ballarat. This document explains some of the measures that have been put in place and it also offers advice on ways in which you can minimise risk that you are exposed to.

Term 2, 2020 has been a uniquely challenging experience for all Australians. **Loreto College would like to take this opportunity to thank all members of our community for the support they have provided and the flexibility with which they have approached each new stage of directives.**

It is important that all members of the school community focus on appropriate social distancing and personal hygiene routines.

Guiding Principles

- Social distancing and personal hygiene are crucial to limiting the spread of Corona virus.
- The quality of our teaching and learning programs is a priority.
- Student connectedness to the Loreto community is also a priority.



Staged Return

Monday 25 May 2020 is a student-free day to allow teachers and staff to have lessons and procedures in place for the return of VCE and VCAL students.

Stage 1: Tuesday 26 May – 4 June 2020: VCE and VCAL students return to school.

Year 10 students enrolled in VCE subjects will attend VCE classes. They can choose to remain at school for supervised study in between lessons. Year 10 RE classes will continue with remote learning.

Current arrangements for younger students, or vulnerable students, whose parents are considered essential service workers remain in place.

Stage 2: All students return Tuesday 9 June 2020

From Tuesday 9 June, Loreto College will resume on-site delivery to students from all levels.

Once a year level has returned to school, all students will be expected to return to school. Teachers will be in class with students and thus remote learning for that year level ceases. If you have received medical advice that your daughter should not at that time return to school, support will, as always, be provided but it will not be through the remote learning model as it is not possible for a teacher to be in class teaching and also be running remote learning classes. The support will be as per our regular procedures pre remote learning.



Parent Information

The consistent medical advice to schools throughout this pandemic has been

- if your child is unwell, please keep them at home and
- personal hygiene with hand washing, sneeze etiquette and social distancing is paramount.

The school has invested in a significant range of new cleaning practices that includes

- purchase of a disinfecting machine
- regular cleaning of high traffic surfaces
- availability of wipes, spray cleaner, gloves and paper towel in all classrooms
- fixed seating arrangements in classrooms
- limited food preparation facilities.

Other items that are relevant to parents include

- restrictions of parents and visitors to the site. First contact between parent and school should be online.
- winter uniform is in place. This can include the school soft shell jacket.
- student drink bubblers are only to be used for filling drink bottles
- school buses will be operating as normal but their arrangements do not come under school jurisdiction.
- microwaves and toasters have been removed and the Loreto Cafe is operating on a morning-order only basis. The only canteen option is for students to make an online order before period 1 and to pay at the end of lunch, preferably with the exact money or by EFTPOS.

If your daughter(s) needs any particular assistance in the transition back to school, we are here, ready to support her. Please contact her Mentor Teacher or our Counsellors (counsellor@loreto.vic.edu.au). We have been advised to reduce the number of adults on site where possible and thus ask that all contact with the school by parents or guardians initially be via a phone call or email. We thank you for your understanding of this requirement.

Student Return to School

The school has set a simple but important Wellbeing goal for our return to school:



Whole school goal of every student caught up by the end of Term 2!

Before School

- **Lunches:** For the first few weeks you might find it simpler to bring your own lunch. Toasters and microwaves will NOT be available and the Loreto Cafe will only be open to online orders.
- **Water bottles** are to be used by all students. The bubbler taps can be used to fill individual water bottles but are not to be used directly for a drink.
- **Arrival at school.** Where possible try and arrive early enough to allow a staggered access to lockers.
- **Dress warmly.** More doors and windows will be open than usual. Students are permitted to wear Loreto soft shell jackets in class.
- No drinking directly from taps. Every student should have a **drink bottle** which they are still able to fill up from the taps.
- Some subject specific items to keep in mind e.g. If a student has PE they will be able to wear their **PE clothing** all day. (more on this in curriculum section)
- It is a good idea for each student to have their own little bottle of **hand sanitizer**. Please don't take our school hand sanitizer to fill up your personal supplies. We have enough for everyone if we all do the right thing.
- Use **e-version of textbook** where possible to make your bag lighter and to minimise your use of lockers

On Arrival and Mentor Group

- **Phones:** A reminder that all phones are to be kept in lockers throughout the day. These can be briefly checked at the locker at recess and lunchtime.
- **Lockers:** Have a plan as to what you need to minimise time at your locker.
- Random Temperatures check will occur for students in Mentor Groups.

Classrooms

- Students are asked to not alter the **classroom set up**, even at lunch. Year Level Co-ordinators will ensure the desks and classroom set up is complete and maintained.
- Students will be encouraged to **eat lunch** in their mentor groups classrooms for Year 7 – 10. Year 11 and 12 are encouraged to spread out in the VCE rooms.
- Students are requested to be more vigilant than ever regarding their rubbish and **cleaning of tables** at the end of recess and lunch. Spray cleaner and paper towelling are provided in each room.
- **Doors** will remain open where possible.
- Please abide by any signs or floor markings that will facilitate physical distancing.
- Movement between classes will now have **two bells**. The **first bell is for teacher** movement. The second bell is for Students.

2020 BELL TIMES			
Period Description	Start Time	Teacher bell	End Time
Warning Bell	8:45:AM		
House Group	8:48:AM	8:56:AM	8:58:AM
Period 1	9:00:AM	9:48:AM	9:50:AM
Period 2	9:53:AM	10:41:AM	10:43:AM
Recess	10:43:AM	11:03:AM	11:03:AM
Period 3	11:06:AM	11:54:AM	11:56:AM
Period 4	12:00:PM	12:48:PM	12:50:PM
Lunch 1	12:50:PM	1:40:PM	1:40:PM
Period 5	1:42:PM	2:30:PM	2:32:PM
Period 6	2:35:PM	3:23:PM	3:25:PM



General

- Microwaves and Toasters have been removed from around the school. Students will need to bring their own lunch or order from the Loreto Café
- **Loreto Café** - The Loreto Cafe is operating on a morning-order only basis. The only canteen option is for students to make an online order before period 1 and to pay at the end of lunch, preferably with the exact money or by EFTPOS.
- If you use the **photocopiers**, there will be wipes nearby. Please use after you are finished.
- There will be **no assemblies** or activities combining students from different year levels or large gatherings or excursions for a while.
- Be aware that staff are just physical distancing themselves, **they still like you** 😊

VCE Exams

We received formal notification that Year 12 *“written exams will be conducted between 9 November and 2 December 2020, so that ATAR scores can be calculated and VCE and VCAL students will receive their results before the end of 2020.* “This announcement now gives students certainty to VCE students. We have been advised that *“The VCAA has worked closely with the Victorian Tertiary Admissions Centre (VTAC) on the 2020 exam schedule to deliver results before the end of 2020. This means that university offers for 2021 can be made to Victorian students in alignment with their peers around Australia.”*

