



Forrest Primary School
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15 October 2021

Dear Parent and Carers,

As promised, I am writing with additional information about the return of students to our school campus. First, a reminder about the dates for our phased return:

Commencing 25 October (Week 4)	<ul style="list-style-type: none"> • Early childhood centres (ECEC) • Preschool and Kindergarten • Years 1 and 2 • Year 6 • Years 9 and 10 • Out of school hours care (OSHC)
Commencing 1 November (Week 5)	<ul style="list-style-type: none"> • Years 3, 4 and 5 • Years 7 and 8
<i>From Weeks 1 – 4 of term, onsite supervision and care continues to be available for vulnerable children and young people whose parents are essential workers.</i>	

Drawing on national and local health advice we have developed a return to school plan which has three key priorities:

- the health and safety of staff and young people,
- the mental and emotional well-being of students and staff, and
- ensuring continuity of learning.

Below is an outline of [ACT Health Guidelines](#) that schools are required to implement to ensure effective COVID-19 measures are in place.

Use of Check in CBR app	All staff and visitors must check in using the 'Check in CBR' app. Parents and carers cannot enter school grounds except for an essential reason. Visitors must call to make an appointment, or in advance of attendance. All visitors must report to the front office.
Student illness	Staff and students who are unwell are not able to attend school. Students who present unwell will be required to go home.
Hygiene	Schools will maintain and promote appropriate hand hygiene and respiratory hygiene practices. Students will need to wash hands and use hand sanitisers throughout the day. Students will not be allowed to share food or drink.
Masks	Staff, visitors, and students* in Years 7-12 must wear a face mask on campus. Students in Years 3-6 are encouraged to wear a mask if they are comfortable doing so. Students in Preschool to Year 2 are not required to wear a mask. Masks may not be suitable for students with a disability or medical condition and schools will make allowances for those students not to wear masks.

	<i>* Students will be required to wear their personal masks. Masks will be available at school for those who require them. Disposable masks need to be changed every four hours.</i>
Physical Distancing	Physical distancing between children and young people is not always possible, particularly in single classrooms and school environments. It is, however, important for limiting the transmission of COVID-19. To promote physical distancing, we may adjust learning programs, break times, our timetable, and pick-up and drop-off arrangements. More specific information about what this means for your child is included below.
Environmental cleaning	Our school cleaning program includes regular cleaning of high touch services, frequently used objects, and play equipment.
Ventilation	All schools have been assessed to increase fresh air circulation and this may involve changes to ventilation, modified HVAC system settings and maximising the use of outdoor learning spaces.
Managing suspected cases	We are prepared to respond to a positive COVID-19 case on campus, should the need arise. ACT Health will provide direction to the school and community, which may result in a full or partial school closure. A student who presents with symptoms of COVID-19 will be isolated with suitable supervision, and parents will be required to collect their child. Symptomatic students will be required to wear a mask.
Will schools have routine testing for COVID-19?	Anyone with COVID-19 symptoms should get tested immediately. ACT Health is not recommending routine COVID-19 testing of children, young people or staff using rapid antigen testing.
Wellbeing supports	Wellbeing and learning supports, such as face-to-face appointments with the School Psychologist or access to a Learning Support Assistant, will recommence with the return to school. For parents and carers of students with a medical vulnerability: if you wish the school to make reasonable adjustments for the safe return of your child, you must consult a GP and provide medical advice to that effect. Where adjustments cannot be made, the school will support your child to learn from home.

To further support the ACT Health Guidelines our school is making the following adjustments.

Cohort strategy and drop-off and pick-up arrangements	<p>In minimising student and staff contact and in accordance with Directorate and Health recommendations, the school will be implementing a 'cohorting' strategy where children and staff will work with a specific cohort across the day. This includes specialist staff, LSAs and teachers.</p> <p>Cohorts will be viewed as the following</p> <ul style="list-style-type: none"> • Preschool • LSU / Kindergarten / Year 1 / Year 2
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	<ul style="list-style-type: none"> • Year 3 and Year 4 • Year 5 and Year 6 <p>Where will students enter and exit the school grounds?</p> <p>Preschool:</p> <ul style="list-style-type: none"> • Staff meet and dispatch children at both the front and back gates with a staff member stationed at the bottom from 2.30pm. <p>School Site:</p> <ul style="list-style-type: none"> • On arrival children will be greeted by a school staff member at either the back gate, or junior or senior pick-up / drop-off. • Each area will be clearly marked with ‘cohort’ spaces. Children will be required to wait to be ushered in by a staff member. • Staff will be available to greet and dispatch children from 8:45am and 2:50pm. (We request that families drop children off as close to 9:00am as possible and pick children up as close to 3:00pm as possible). • The executive from the Small Group Programme (LSU) will make individuals arrangements with SGP families. • Please see attached maps for further details. <p>Who is allowed in the school building?</p> <ul style="list-style-type: none"> • Only staff members are allowed in the building. • At times, others such as therapists may work with identified children, under staff supervision and following the COVID safety practices.
<p>Hygiene routines</p>	<p>Hand sanitiser and washing of hands:</p> <ul style="list-style-type: none"> • Hand sanitiser will be placed outside the building at each entry point. • The staff will have a hand sanitiser on them when greeting children. • Hand sanitiser will be available in every room in the school. • All toilets have soap and handtowels or a hand dryer. • The school has a touch point cleaning plan and cleaning staff, which ensures that every point of contact is routinely cleaned. <p>What will hand washing routines look like?</p> <ul style="list-style-type: none"> • Children use hand sanitiser upon entry to school and after each break. • Teachers ensure that children wash hands regularly, especially before eating and after using the toilet. <p>Masks:</p> <ul style="list-style-type: none"> • All staff will always wear masks.

	<ul style="list-style-type: none"> • Disposable masks will be available for children in Years 3 – 6. • Bins will be available for the disposal of masks. <p>Toilets:</p> <ul style="list-style-type: none"> • Kindergarten, Year 1 and Year 2 use the toilets in the Kindergarten and Year 1 corridors. • Years 3 and 4 use the toilets in the Year 3 corridor (top floor). • Years 5 and 6 use the toilets in the Year 2 corridor (bottom floor). <p>Playground Equipment:</p> <ul style="list-style-type: none"> • All playground equipment will be cleaned by the BSO and assistants at the beginning and end of each day.
Teaching and Learning	<p>Specialist Programme:</p> <ul style="list-style-type: none"> • The specialist programme will be collapsed for the rest of the term. Specialist teachers will be working across specific cohort groups to give release from face-to-face teaching for class teachers and to further support children. Therefore, although there will be some elements of STEM, library, Japanese and PE, it will be taught differently. Some of these programmes will be taught by the class teachers. • Learning Support Assistants will be attached to specific cohorts of children. • Collaborative planning will continue, as will communication from the teaching teams in relation to the term programme, assessment and reporting. Variations will be via Seesaw as usual. • The continuation of band will be communicated later, following advice from the Directorate. • Assemblies and whole school events will not be held in Term 4. • Information regarding Year 6 graduation, Year 6 Exhibition, Preschool transition and other events will be distributed by the team in a timely manner. • Reports will be sent to parents at the end of Week 10 (remember there are 11 weeks this term!)
Break times	<p>Break times will remain the same for all cohorts, with the playground equipment and play spaces to be allocated to certain cohorts as follows:</p> <ul style="list-style-type: none"> • SGP use their own play area. • Kindergarten, Year 1, and Year 2 use the ‘red and yellow’, Indigenous Garden and the junior asphalt. • Years 3 and 4 use the ‘red and blue’, the forest, a marked section of the oval and the senior asphalt. • Years 5 and 6 use the orb, cricket pitches and senior side of the oval.
Before and After School Care	<p>Before and After School Care pick-up / drop-off:</p> <ul style="list-style-type: none"> • A staff member is assigned to collect children from Before School Care. The staff member will collect the children outside in cohort groups and usher them to the classrooms or appropriate spaces.

	<ul style="list-style-type: none"> • A staff member is assigned to take children to After School Care. The children will be escorted down the outside path in cohort groups to meet Afters receiving staff.
School canteen	The canteen will operate from 1 November and will be strictly ordered lunch only.

We will continue to review and adjust these measures based on the most recent advice from ACT Health.

Remember, all adults and children aged 12 years and above are eligible for vaccination. If your child is eligible but not yet vaccinated, we encourage you to book them in by calling the COVID-19 vaccination line on 5124 7700 daily between 7.00am - 7.00pm. Bookings can also be made with some [GP clinics and pharmacies](#).

We understand that there has been considerable change and uncertainty for our students during the pandemic, and as we transition back to school. I would like to remind you that you and your child can book an appointment with our Telehealth Support Service on 02 6205 1559 between 9.00am and 4.30pm on weekdays. With the return to school, your child will also be able to organise face-to-face sessions with the School Psychologist.

For more information about the return to schools, I recommend visiting [the Education Directorate's website](#).

You can keep up to date with the latest health information, advice, and resources on the [ACT's COVID-19 website](#).

I would also like to take this opportunity to thank you for your support and understanding as we return to face-to-face schooling.

We look forward to seeing all our students back at school.

Kind Regards,

Chris Pilgrim and Renee Berry
Forrest Primary School