



21 May 2020

Dear Parents and Caregivers

The Saint Stephen's staff are eagerly awaiting the return of all students to campus on Monday. I know that the students who are still off campus must be incredibly excited about their return, as would you, their parents. Actually, you are probably even more excited! It will be wonderful for them to catch up with friends and, of course, to settle back into the routine of attending lessons in real classrooms with live teachers.

### **Health and safety on campus**

We do need to be mindful of the fact that we remain in the midst of a pandemic and we cannot become lax about our health or the health of others. For this reason, it is vital that if your child is sick or showing symptoms of COVID-19, no matter how mild, they do not attend school.

Everyone coming onto campus between 7.30am and 3.30pm will have their temperature taken and if they have a high temperature, will be asked to return home. If students arrive prior to 7.30am, they must have their temperature taken as soon as possible at one of the entrances. While a high temperature is not the only symptom and not all positive cases experience a fever, it is the one symptom that we can monitor. We will have three infrared thermometers at both the Eastern and Western entrances, and these will be the only entry points for anyone coming on campus.

The only visitors permitted on campus at this time, will be those who have an appointment with a staff member, so please don't just pop in.

Fewer bubblers will be open and students will be expected to socially distance when lining up for water. They will be cleaned throughout the day. With this in mind, please ask your child to bring a full water bottle to school to minimise the use of the bubblers.

All classrooms will have sanitiser and cleaning products. Students in Years 4 to 12 will be asked to wipe down their own desk at the start of each lesson with the spray and paper towel provided. Cleaners will wipe down the desks of the younger ones during recesses.

Play equipment will be cleaned at intervals during the day.

High quality facemasks are available at the Health Centre for any student who requires one.

### **What happens if we are directed to close for a day or two?**

In the event of a member of staff or students being diagnosed with COVID-19, the College may be directed to close for a day or two for cleaning to occur. If this is the case, parents will be advised via text message to refer to their email for details. From a teaching and learning perspective, given that it would only be for a couple of days the following will occur:



Developing character, inspiring hope

- **Prep to Year 4** - Parents will be sent an email from their teacher directing the children to the Share Point folder for the day's work
- **Years 5 and 6** - Will continue to do their school work through OneNote on their laptops
- **Years 7 to 12** - Students will be expected to continue their studies as per the weekly plan as published on D2L for each subject and continue to access the content on D2L for each of their courses. This will include continuing to work on any assessment that is due. To assist in ensuring students know what to do during this potential enforced "shutdown", and in case they have any queries, we would begin each day with a year level Teams meeting at 8.20am, as well as conclude each day with a Year level Teams meeting at 2.45pm. Students would be expected to attend both of these Teams meetings with their respective Heads of Year, during which a roll would be taken

### **COVID-19 testing centres**

**Hope Island Respiratory Clinic** has recently opened for COVID-19 assessing and testing. This clinic is located at 10 Santa Barbara Road, Hope Island. Appointments are by booking only and can be made by calling 5565 5151. This is a Commonwealth funded GP led service for assessing, testing and managing patients with any respiratory symptoms.

**Haan – Upper Coomera Respiratory Clinic** has recently opened in response to COVID-19 testing and management. The clinic is situated at Shop 6/21 Coomera Grand Drive, Upper Coomera and is open Monday to Friday from 8.30am to 5.20pm, bookings are essential. Please call 5529 7125 if you wish to enquire about a test. This clinic provides a thorough assessment of any respiratory symptoms (fever, cough, sore throat, shortness of breath etc.) and also tests for COVID-19. We believe that this testing is free for those with a Medicare card and International students.

### **College buses**

All College buses will resume their normal schedules from Monday 25 May 2020.

### **Junior College**

The delivery and collection of children is an area needing the cooperation of all of our families to protect the health of our community. To maintain social distancing, parents are asked to avoid congregating or coming on campus unless for purchasing items or essential meetings with staff, which they have arranged prior to arriving on campus.

### **Drive through in Eastern car park for Years Prep to 3 (please see attached map):**

Over the past two weeks the trial of using the loading zones to deliver and collect Prep and Year 1 students has been highly successful. Subsequently, we are extending the loading system of parents staying with their vehicle and using the three loading zones with student movement managed by College staff.

### Arrival

- Please follow the direction of the staff in the carpark
- Children alight from cars and are supervised through the temperature check area
- Prep students will be temperature checked at their gate

### Departure – staggered finish times

- Prep classes will finish at 2.45 pm
- Year 1 will finish at 2.55pm
- Years 2 and 3 (and the rest of the College) will finish at 3.05pm
- Families should time their collection for when the older member will be out of class
- Display of the name tag on the passenger visor assists the calling of names. Please advise if you need further copies.
- Staff are on duty until 3.20pm so there is plenty of time to collect, avoiding traffic while your child is well supervised.

### Delivery and collection for Years 4 to 6:

- Students in Years 4 to 6 are to use Western car park for delivery and Weir car park for collection.
- Staff members are on duty to assist with the safe crossing of Reserve Road. Staff are on duty until 3.20pm so there is plenty of time to collect, avoiding traffic while your child is well supervised.
- Where there are younger siblings, the older student should move to Eastern car park and sit as a family, in readiness for their name to be called.

### **Return of borrowed devices**

Borrowed devices are to be returned by Monday morning, as we resume our usual practices. Year 4 students should take them to their classroom. Other students can return them to the collection point in East carpark during drive through on Monday morning. Please remember to include the charging cord.

### **Junior College String and Band Programs**

The Year 3 Strings program will again resume on Tuesdays for the entire year level, and our Consolidations Band Programs (Year 4 Pre-Band and Year 5 and 6 Band) will again resume their group lessons and continue to have rehearsals and/or sectionals during the allocated band time. Lessons and band rehearsals will return to their Term One days and times, so please remember to pack your instruments for Tuesdays and Wednesdays.

### **Music**

#### **Instrumental Lessons**

Our instrumental, voice and speech and drama tutors are ready to recommence lessons in the Centre of Music Excellence, and many will revert back to their Term One timetables. If you have queries about lesson times, please get in touch with your tutor to organise a suitable time.

#### **Ensemble Rehearsals**

The majority of our ensembles will recommence rehearsals next week. Weekly timetables of rehearsals with some changes to rehearsal venues to enact appropriate physical distancing will be sent to ensemble members this week. Some ensembles (including the SSC Voices and Symphonic Band) will be split into two groups for sectionals. Unfortunately, due to continued restrictions on the size of gatherings, the Piccolo and Treblemakers Choirs will not rehearse during Term Two. We hope to resume these groups again in Term Three.

For **students involved in before school rehearsals**, please make sure that you are temperature checked before entering the Centre of Music Excellence. Mrs Chapman will be on the front door of the building from 7.15am to 7.30am each morning to help speed up the process.

### **APS Sport**

APS Sport has not yet resumed. Academic classes (and other activities) will occur during APS sports times on Friday afternoons. We will inform students and staff of the program weekly.

### **College's expectations of all students**

As students in Years 2 to 10 have been learning from home for some time now, their routines will have changed. Please remind your children of the College's expectations on their return to school. These include: wearing the correct uniform and wearing it with pride; being on time to Tutor Group and all classes; bringing all of the equipment required for their studies and being prepared to learn; adhering to the mobile phone policy; and ensuring they are respectful of their teachers and adhere to their instructions, as well as being respectful of their peers and the College facilities.

### **Wellbeing**

Hopefully students have managed to take some time out from their studies during Off Campus Learning and looked after both their physical and mental health and wellbeing. I know in your Positive Education and Pastoral Care lessons they have been exploring topics particularly relevant to the uncertain times we are facing, and tutors or class teachers have been checking in with them and helping to support them with tips and strategies for remaining well. Returning to campus will mean another change and more adjustment, please ask your child to speak with their tutor/HOY/classroom teacher if they (or you) have any concerns or need support.

### **Useful links**

#### **Frequently Asked Questions:**

<https://qed.qld.gov.au/about-us/news-and-media/novel-coronavirus/frequently-asked-questions-for-parents>

#### **Queensland Health Directives:**

<https://www.health.qld.gov.au/system-governance/legislation/cho-public-health-directions-under-expanded-public-health-act-powers/school-and-early-childhood-service-exclusion-direction>

I will keep you updated as and when we receive further information from the State Government and Queensland Chief Medical Officer regarding any restrictions that need to be put in place as schools reopen.

Wishing you all the very best as we start reengaging with each other, friends and family. It has been a trying time and hopefully we are coming to the end of it.

*Merciful God,*

*Open my heart and mind to be fully present to those I interact with throughout the day.*

*Allow me to listen to others without passing judgement or haste to solve what I cannot change.*

*Give me patience and understanding and grant me grace in my shortcomings.*

*Be with me in times of fatigue and lift me up with the strength to carry out your compassionate love to all those I meet.*

*Amen.*

Regards



Kim Cohen  
**Principal**