

From the desk of the Principal

7 April 2020

Dear Parents and Carers

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Term 2 arrangements

On the advice of the Victorian Chief Health Officer, the CECV advises that all Victorian Catholic schools transition are required to transition to remote and flexible learning arrangements for Term 2.

The Chief Health Officer has advised that these arrangements should remain in place for the duration of Term 2 and will then be reviewed.

We are able to make exceptions for children of parents who cannot work from home, and vulnerable children, including:

- children in out-of-home care
- children deemed by Child Protection and/or Family Services to be at risk of harm
- children identified by the college as vulnerable.

This can include small groups of VCE and VCAL students, who can attend onsite for short periods if their learning requirements cannot be conducted at home. Further information will be sent to relevant students.

Physical distancing provisions will be made to ensure safety for teachers and students.

VCE update

The Victorian Premier and Minister for Education have also announced the following changes to VCE studies.

VCE students will still receive an ATAR, but there will be a number of adjustments to the academic timetable for VCE and VCAL students:

- the GAT will move from June to October or November
- end-of-year exams will be postponed until at least December
- school-based assessment tasks will be reduced where possible to relieve some pressure on students as they move to remote and flexible learning arrangements
- Universities will be asked to delay the start of the 2021 university year to account for the impact of coronavirus on senior secondary students.

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VCE study scores will continue to be a combination of school-based assessment and external exams. VCAL students will have more time to complete their courses and this will be consistent with the revised dates for the VCE.

The Victorian Curriculum and Assessment Authority (VCAA) is also examining a compressed end-of-year exam schedule – including slightly shortening each exam – in recognition of the disruption caused by the pandemic.

A small number of students undertaking VET may have the award of their VCE or VCAL delayed until the beginning of 2021, so that they can complete mandatory practical or workplace learning requirements – ensuring they are not disadvantaged by the lack of hands-on practice.

The Victorian Tertiary and Admissions Centre (VTAC) VTAC has also offered a clear commitment to the students of Year 12 that the impact of the Coronavirus will not diminish their futures. This [link](#) will lead students to the VTAC Facebook page,

Remote Learning

Further information from the Premier, Mr Daniel Andrews, and the Minister for the Coordination of Education and Training, Mr James Merlino, for the commencement of Term 2, Wednesday April 15 is provided [here](#). While the message is clear that all students who can learn at home must learn at home, there are exceptions in limited circumstances.

The college will therefore be operating in two modes after Easter - supporting learning at home for the majority of students and facilitating an on-site supervision program for children of essential services workers and those students who are vulnerable if not at school.

Supporting parents working in logistics, grocery retailing, emergency services, government and many other occupations and professions reflects the essential community role played by many Catholic school parents across Victoria. If you require your child/ren to attend school, please follow the guidelines at the end of this letter. Please note that your child will be undertaking online learning as per their timetable whilst at the college.

TIMETABLES

The only exceptions to timetables as they appear on SIMON are that “Academe” (supervised study for senior students) will not require students to complete an online attendance check. Similarly, attendance checks will not be required for morning homeroom. Rather there will be attendance checks by teachers of period 1 classes (as there will be for every class), and this data will be used to keep an attendance record. However, please be aware that students will be required to complete an attendance check for extended pastoral care on Thursdays. It is important during this time for students to maintain connection with their homeroom and homeroom teacher. The Thursday pastoral care program will help facilitate this connection.

TERM 2 AND LEARNING AT HOME

Staff at St Joseph’s College have planned extensively for learning continuity in the event of a school closure. We are well placed to operate a virtual school using existing technologies and resources. Involvement of parents in ensuring a routine to support learning will only serve to enhance the richness of the learning experience of the students. If you have any enquiries about online learning please email: LearningAndTeaching@sjcmda.vic.edu.au

For any IT Issues please follow normal protocols. We ask that you contact inttec@sjcmda.vic.edu.au via email and explain your issues. Generally, software issues can be addressed remotely by the inttec team. For hardware issues this will often involve a need for inttec to physically work on the laptop. If this is required, there is a process that must be followed and will be explained to you at the time.

LOOKING AHEAD

There is always the potential in the coming weeks that students and staff members will need to self-isolate after visiting their GP and while waiting for test results. Under the Victorian Health Act an individual’s health information is confidential. We will not identify staff or students to you unless they themselves

request this or the laws of pandemic management require this e.g., the Department of Health and Human Services (DHHS) directs the college to do so. All schools have been directed to communicate with the DHHS if they become aware that a student or staff member has been diagnosed with COVID-19. If this were to occur with a member of our onsite community in Term 2, the college would be directed to close for one day during which time the DHHS would undertake tracing and make a decision about the length of any ongoing closure.

eSAFETY COMMISSIONER RESOURCE: *BEING SAFE ONLINE*

The eSafety Commissioner has produced a booklet to provide advice about being safe online, in simple everyday language supported by images. This booklet will enable students or adults who may require extra support, to access and understand advice on how to manage online challenges.

You can download the booklet (via the link below) and use it to support students' understanding of how to stay safe online, the concepts of privacy, online friends and where to get help if something goes wrong.

eSafety offers sensible advice that, if followed, will protect children, young people and educators. It would be wise for you to familiarise yourself with the [eSafety offerings](#).

EASTER SERVICES STREAMED LIVE

Catholics around Australia will be able to watch Easter services live on national television from St Mary's Cathedral in Sydney. In a 7News special, the Network will stream The Lord's Passion at 3pm on Good Friday and Easter Sunday Mass from 10.30am across the country on Channel 7, Prime 7 in regional areas, and live-streamed on 7plus.

COVID-19 SYMPTOMS CHART

As we enter the Influenza season, it would be helpful to understand the symptoms of the two usual winter ailments and COVID-19. Channel 7 Melbourne screened a very credible and easy to read chart, showing the symptoms of Coronavirus, the common cold and Influenza. Produced by the World Health Organisation Centre for Disease Control. It may prove helpful for your family. [CLICK HERE](#)

IN CLOSING

More than ever before, education is a shared responsibility between the family and the college. A high degree of mutual respect, support and communication plays an essential role in the continuity of learning for our students. There is a lot we are going to learn over the coming weeks: some of it learned through things that go well, others through things that do not work quite the way we intended. Both will be important sources of learning.

"When we behave towards others with care and concern, sensitivity and tact, honesty and integrity, generosity and grace, forbearance and forgiveness, we start to become a different person. And such is the nature of reciprocity - itself one of the deeply engraved instincts that is the basis of morality - that we begin to change the way others relate to us; not always, to be sure, but often."

Rabbi Jonathon Sacks - The Tablet

Easter blessings to you all,



Mrs Marg Blythman
Principal

COVID-19 LEVEL 1 COLLEGE OCCUPATION PROCEDURES STUDENTS ONSITE

Introduction

The following procedures have been developed by St Joseph's College in response to the COVID-19 pandemic. They align with Federal and State Government advice, and consider the safety and wellbeing of our college community.

This information will detail the first level of reoccupation of the college by students in Term 2, 2020.

Level 1 occupation will ensure that the college can safely accommodate the children of essential services workers and vulnerable students without access to a suitable learning environment at home, during the school hours of 8.30am to 3.30pm, with the appropriate level of staff supervision.

At the end of Term 1, these families were provided an option for their son/daughter to attend the college if they could not stay at home. As reinforced by the Prime Minister on 2 April 2020, this offer is not about entitlement, it is about necessity.

Criteria

In accordance with the guidelines provided by the Prime Minister and Education Minister, the college will provide a limited number of students the option to attend the college at our **Mercy Campus on the corner of Riverside and Eleventh Street** for supervision (not teaching) during school hours in Term 2.

Due to resourcing and supervision ratio requirements, this option is only available for students who cannot be cared for or learn from home. This is to ensure that we are protecting our staff, students, and families to the greatest extent possible and is in line with Stage 3 Coronavirus restrictions.

Essential services as defined by DHHS includes health services, grocery retailing, banks, pharmacies, petrol stations and convenience stores. Freight, logistics, emergency services, government, home delivery and some trades are also considered essential.

For learning requirements that cannot be conducted via distance, and considering operational requirements set out below, small groups of VCE and VCAL students are permitted to attend school, with appropriate physical distancing and hygiene measures in place. Relevant families will receive further information when necessary.

Duty of Care - College

It is clearly understood that the COVID-19 virus survives a significant amount of time on surfaces and the college has a duty of care to prevent the spread of the virus as far as is reasonably practicable.

In order to effectively manage this, movement around the campus will be strictly limited, and a significant increase in hygiene practices will be necessary.

Professional cleaning and sanitisation of the designated area students are using will be undertaken at the end of each day and will include, as a minimum, the disinfection of the following:

- Workstations and desks in the designated area.
- Touch points, exit push buttons and door handles.
- Floors

Duty of Care - Families

To ensure the health and wellbeing of all students and staff during supervised study, prior to arrival at the college each person will be required to complete the Australian government-approved symptom checker at <https://www.healthdirect.gov.au/symptom-checker/tool/basic-details> We request that students who feel unwell remain at home.

If there is a suspected or confirmed COVID-19 diagnosis in your family, please advise the college immediately via email principal@sjcmda.vic.edu.au

Supervision

Members of the College Leadership Team will provide supervision each day and will also be required to disinfect their work areas between supervision shifts.

Daily Procedure Guidelines

- All College rules apply for the duration of attendance.
- Due to Child Safe guidelines and in line with our remote learning guidelines, students are required to wear their college uniform during this period of onsite supervision.
- Entry to the college will be via the car park on Eleventh Street.
- The Holland Room will be set up for student supervision during the hours of 8.30am to 3.30pm.
- Students will sign in and out each day, and must remain onsite during school hours.
- During the day, internal movement around the campus will be strictly limited to the undercroft, associated bathrooms, and the outdoor-grassed area. These areas will be clearly marked and defined.
- A staff member will be present to greet students on arrival and conduct the Australian government-approved symptom checker.
- Students will then be directed to the hand-washing/sanitation station.
- There will be a number of sanitizing stations equipped with alcohol-based hand sanitisers and a wet hand-washing station with soap and paper towels.
- Students will need to disinfect their work areas regularly throughout the day; they will be provided with iso-wipes for the cleaning of their personal study spaces and technology.
- The Holland Room will be professionally cleaned at the end of each day.
- Of course, students and staff will continue to practice the required 1.5m social distancing.
- The college will be operating a normal day timetable for those onsite during Term 2.
- Students will need to check the student bulletin each day before scheduled classes commence.
- Students are asked to only bring what they need for the day, for example:
 - Books
 - Laptops
 - Headphones
 - Food and water (the canteen will not be open)
 - Personal medications
 - During this period, students will need to take everything home with them at the end of the day, as access to lockers or other areas of the campus will not be available.

Notifying the College

Families are requested to provide the following information notification to Mrs Jacinta Jones, PA to the Deputy Principal - Students, jjones@sjcmda.vic.edu.au no later than Thursday April 9 if their son/daughter requires supervision:

- Student's name, year level and Homeroom.
- The reason why their child is unable to learn remotely.
- The days your son/daughter will be attending.
- Confirmation of the results of the Australian government-approved symptom checker at <https://www.healthdirect.gov.au/symptom-checker/tool/basic-details>

We thank our families for their understanding and support in ensuring the safety of all during this time.