



**KINCUMBER
HIGH SCHOOL**

RETURN TO FACE-TO-FACE LEARNING FAQ HANDBOOK



Return to school

From Monday, Week 5, Term 2 (25 May, 2020) students at Kincumber High School will return to school fulltime. This means they are expected to attend school every day of the week following the Department of Education's usual attendance policy. All students are expected to be back at school unless they are unwell or have a medical certificate to support their absence. I understand that this is a change, so please, read the attached document and contact the school if you have any questions.

What will lessons look like?

Students in all years will commence usual face to face lessons. They may include the use of technology at times, including G-Suite, but online learning for students who do not attend school will not be offered. Teachers will be creating and delivering units of work for face to face delivery. Classes will be usual size and follow the normal school timetable.

Students in Year 11 and Year 12 will recommence practical lessons with additional hygiene measures in place as of week 5 and Head Teachers will re-introduce practical lessons for elective and junior classes following DoE approved hygiene measures to each practical subject, in the coming weeks.

Students who have lessons in F Block (ie rooms F1 – F26) will no longer line up outside the room at the start of the lesson, but will move straight into the classroom to reduce congestion in the corridors. Other Blocks have sufficient room outside to continue with their usual room entry procedures.

Is there going to be sport on Tuesday for Years 9 and 10?

School sport will be commencing from Tuesday 26 May. Students in Years 9 and 10 will wear their sports uniform and participate in school-based sport. Sport will not involve going to external providers such as ten-pin bowling. Students will participate in school-based sport activities for at least the next two weeks. There is no cost. Announcements for the remainder of the term will be made in due course. One of the probable external venues to come back online first will be Frost Reserve, and a permission note to walk to that venue will be circulated when Council gives approval.

PDHPE practical lessons will be modified to eliminate contact sports and external providers and venues. There will be hygiene processes in place regarding the cleaning of sporting equipment for the end of each session. PE uniform in practical lessons continues to be a requirement.

What do students need to bring?

All students are required to bring their usual equipment to school. This may include their BYOD device ensuring it is fully charged as well as any other necessary equipment including books and pens. Whilst the school will provide hand sanitiser, paper towels and disinfectant, students are encouraged to bring a personal supply of tissues and hand sanitiser with them.

Are the buses running?

Yes, buses are running. The Department of Education has been guaranteed that all students will be able to utilise their usual buses. Students need to promote social distancing on all public transport. Students will be required to social distance when lining up and moving to the buses at the end of the day and when walking to and from the station. There is no social distancing on school buses.

Can parents drop students to school?

Yes, however we ask that parents do not enter the school grounds or congregate at the gates. Parents who choose to drive students to school are safest to drop students in the kiss and go drop offs along Bungoona Rd.

How will attendance be recorded?

Student attendance will be recorded at roll call and the SMS system will be used as it was prior to COVID-19 to notify parents of lateness or absences. Seniors will follow flexible attendance procedures as before the COVID-19. This means they are expected to be at school prior to their first timetabled lesson and utilise the library for their study lessons.

Should students wear uniform?

Yes. Full school uniform is required. Our usual uniform procedures will be applied from Monday 25 May. As always, please contact the Principal if you need financial support with uniform items.

Will the canteen be open?

Yes, the canteen is open. Students must follow the social distance guidelines when lining up for food. Years 10, 11 and 12 may line up in the first half (15 minutes) of the break and Years 7, 8 and 9 in the second half of the break. To avoid queueing, we encourage students to pre-order using Flexischools or to order over the counter before school so their food items are available at the start of the break from the separate pick-up window.

Will the bubblers be on?

PLEASE PACK A DRINK BOTTLE! Water bottles may be refilled at the filtered water spouts but the bubblers will be covered and unavailable, to discourage direct contact with the mouth.

Will students be able to take medication at school?

Students who have completed the necessary paperwork will still be able to take their required medication at school.

What's happening with Assessment Tasks?

- Year 11 and 12 have already received their Revised Assessment Schedules (also published on the school website, under Publications).
- The Year 7-10 Assessment Program remains on hold for the duration of Term 2. Formal assessments will recommence in Semester Two. All years will have a Revised Assessment Schedule document published on the school website towards the end of Term 2.

Will I receive a School Report?

Yes, all students will receive a Semester 1 / Half Yearly report. It is modified from its usual appearance and will **not include a rank**. It will contain additional information relating to online learning and provide information to parents about student attainment in each area of learning. This has been introduced according to the amended 2020 DoE reporting policy due to COVID-19.

HSC Minimum Standards Testing.

Ms Maher (Learning And Support Teacher) will be continuing to coordinate this program at school.

What will lunchtime and recess look like?

There will be no sports allowed except for handball. The oval will be open, but for passive use or walking.

As mentioned earlier, the canteen will be open and students will be required to follow social distancing markings on the ground in the canteen area.

Students will not be able to use the bubblers. You will need to bring your own labelled water bottle.

Personal hygiene protocols for days onsite

There is an expectation that all students will sanitise their hands every time they enter the classroom and before leaving in the afternoon. They will be encouraged to wash their hands before and after eating, after coughing or using a tissue. Hand sanitiser has been placed in every classroom. Paper towels and spray disinfectant has been provided in each room, to spray and wipe chairs and tables.

Classroom and equipment cleanliness

Students will be expected to wipe down equipment prior to use with the cleaning products provided in each room. Classrooms will be well ventilated with windows open. They will be cleaned and sanitised at the end of each day, ready for the next day. This includes door handles, window handles, desks, chairs etc. There are additional 'enhanced cleaning' procedures and staff at the school.

Students will be expected to clean any equipment prior to use.

Toilet facilities and toilet cleanliness

Toilet facilities will be open and cleaned twice daily by the cleaners employed as part of the NSW DoE's enhanced cleaning strategy.

Student and staff health

We are a large school with approximately 1100 students and staff onsite everyday.

No child or staff member who is unwell is to be at Kincumber High School. Anyone who is unwell is likely to compromise the health and safety of other students and staff. We are all in this together and we - parents, carers, students and staff – need to be making sensible decisions that consider others. If your child is sick – please keep them at home.

Any student who becomes unwell during the day will be isolated and sent home ASAP. The school has strict hygiene measures in place and will take student temperatures if they present to sick bay. We do not have the facilities for unwell students to remain at school until the end of the day. They are to remain at home until they are well. Thank you for your understanding and support on this key matter.

I have asked that staff remain at home if they are sick and not 'soldier on' like many would over the winter flu season. They too have a responsibility to everyone else who attends Kincumber High School.

What happens if I feel it is best for my child to stay home?

Usual attendance procedures now apply and parents are expected to provide medical evidence explaining the reason for absence. If there is a serious ongoing medical condition please contact the front office to let us know. **Please note that there will be NO online work** provided for students whose families choose to keep them home from May 25 2020. Students will be marked absent

Please contact the school ASAP to discuss any concerns.

Parent Visits

It is important that parent presence within the main part of the school is minimised for the time being. The School requests that parents do not accompany students

onto school grounds. Parents waiting for their children at the end of the school day are asked to socially distance themselves from other people outside of their family. All parents are asked not to congregate for any extended period and to maintain social distancing from each other and from staff.

When will school return to normal?

We have moved back to daily operations that resemble normal schooling much more quickly than initially expected. Whilst extra procedures regarding hygiene and WHS processes at school are maintained all staff are working above and beyond normal teaching expectations to make Kincumber High School as safe and enjoyable for students as possible. I am unsure how long many of these extra measures will remain in place, however, any changes will be communicated promptly.

I can guarantee you all staff are greatly appreciative of the support of the parent community and look forward to teaching their students back in the classroom environment.

I will keep the school community updated as the situation continues to develop.

Thank you again for all your support of Kincumber High School throughout the COVID-19 pandemic.

Brent Walker
Principal