

## **School Operating Procedures and Safety Precautions – COVID-19**

### **24.03.2020 UPDATE**

Dear Parents and Carers,

By now you would have seen media reports following yesterday morning's announcement by NSW Premier Gladys Berejiklian.

Greta PS will continue to operate as directed by the NSW Department of Education. We support the Premier's advice to parents and continue to make suitable arrangements for students to learn at home. Where parents are unable to provide supervision or they need to work, schools will remain open at this stage.

In light of these guidelines and recommendations, there are a few additional changes to our school operating procedures.

#### ***As of tomorrow, Wednesday 25.03.2020***

\* STUDENT DROP OFF: as close to 9:00am as possible. Staff will greet students at the gate as they arrive at school. Parents and carers are asked not to enter the school in the morning and quickly conduct their drop off 'goodbyes' before arriving at the front gate.

\*STUDENT AFTERNOON PICK UP: Parents and carers will need to wait at the front gate. Please maintain your own social distancing during this time. Staff will be at the front gate to see students safely to the adult who is picking them up.

**Parents and carers are asked to NOT enter the school premises unless coming to collect a child from the office. If parents and carers are unwell, please do not come into the school. A quick phone call to the office will allow us to assist you in collecting your child or help you with an enquiry.**

**A timely reminder also that there is NO access to classrooms for parents and carers during this time. This includes before, during and after school.**

We have held off making these changes for as long as possible. To allow for more social distancing measures and to reduce the contact of our school students, staff and community we are now moving to these new procedures.

Emails will be sent home this afternoon with detailed information on how to use Seesaw, as well as the first week of learning from home. Please contact us if you don't receive it or you have a question about the learning content.

The executive team and I will meet regularly over the coming days to evaluate situations and answer questions as they arise. I will continue to update families regarding school management procedures and practices as they come to light.

In this current environment our staff are working with great commitment to adapt to new teaching and learning conditions, liaise with our families and plan for the next week of learning from home.

I thank you for your ongoing consideration of our office staff during this unprecedented time. We appreciate your cooperation with phone calls today and providing us with up to date information.

Please keep yourself informed by regularly checking the school app, Facebook, website and your emails.

Stay safe and healthy and look after your loved ones.

Sharon Morris

Principal