



Thursday, 30 April 2020

Dear Parents/Carers,

## RE: PHASED RETURN TO SCHOOL (WEEKS 1 - 4)

Once again, I would wish to take this opportunity to thank all parents and carers for your ongoing assistance and support as you have partnered closely with our staff in the education of your children during these challenging times. The first week of Term 1 is now well underway. I am pleased to report that our staff have used the first two Pupil Free Days in a very productive manner as they have continued to prepare appropriate online educational lessons to deliver to your children during the initial weeks of this term.

In my recent email, dated 27 April, I provided a brief update in relation to the current advice being circulated by various government departments regarding student attendance at school. I stated that Gladys Berejiklian, the NSW Premier, had indicated that it was the desire of her government for schools to commence a phased approach via which students would begin to return to school after 11 May (Week 3).

In this same email, I also indicated that, as members of Christian Schools Australia (CSA), we were planning to participate in a teleconference being presented by CSA National to member schools from all around Australia. Our Senior Executive Team found this teleconference to be most helpful in terms of further clarifying the recommended process via which our schools would aim to transition back to an on-site educational delivery model.

The NSW Department of Education has provided a helpful document that outlines their recommended 5-phase process that would see all students eventually returning to full-time on-site schooling. We have made NCS-specific modifications to this document that provide some further details in relation to how NCS will be approaching the first two phases. (See attached.) Please note that our Heads of School also recently circulated information to Primary and Secondary parents/carers that contained some specific details in relation to the first two weeks of this term.

When you read the information below, you will note that it has been our deliberate intention that both our HSC and Infants (K-2) students are the first two groups to transition back to a greater proportion of on-site learning. This decision has been made on sound educational grounds. Clearly, our HSC students are completing very demanding academic courses and, consequently, they need to be provided with every opportunity to complete tasks with direct access to both teachers and, in some cases, specific equipment and facilities. Our Infants students, and especially our Kindergarten children who are just beginning their school journeys, need to be provided with the stability of classroom routines and the assistance of experienced educational professionals.

### Phase 0 (Weeks 1 & 2 from 29 April to 8 May):

During this time, staff will provide online lesson delivery for all students in Years K-10. However, as outlined in the letter from Mrs Meek, Head of Secondary, our senior students (Years 11-12) will attend school from Monday - Wednesday (Week 2) to participate in on-site learning. I would again remind all parents and carers that, in accordance with NSW Education Department guidelines, NCS will continue to provide on-site supervision for the 'children for whom no suitable care arrangements are available at home to support their learning'

### **Phase 1 (Weeks 3 & 4 from 11 May to 22 May):**

This phase will see all students at school for at least one day per week with some attending more often. For the remainder of the week, all students will continue working from home as they access their online learning lessons. As was the case for Phase 0, the school will continue to provide on-site supervision for the children of parents/ carers who require this service.

**More specific details are provided below regarding when various year groups will be receiving on-site learning at school during Phase 2.**

#### **Secondary:**

Week 3 &4:

- Senior students (Years 11 & 12) - Mondays, Wednesdays, Fridays
- Stage 5 (Years 9 & 10) - Tuesdays
- Stage 4 (Years 7 & 8) - Thursdays

#### **Primary:**

Week 3:

- Years K-6 at school one day per week (alphabetical by surname):
- Monday (A-D); Tuesday (E-H); Wednesday (I-M); Thursday (N-S); Friday (T-Y)

Week 4:

- Years 3-6 at school one day per week as per surnames above.
- Infants (K-2) resume full-time on-site learning for the rest of Term 2.

### **General hygiene and student health:**

As has always been the case, if your child is displaying any signs of possible illness, please ensure that you keep them home until they are fully recovered. Should your child become unwell during the day, we will immediately contact you and will be most grateful if you can collect your child from school as soon as possible. During this time of heightened concern, due to the COVID-19 virus, staff at NCS are being particularly vigilant in relation to student hygiene practices. These include:

- Reminders to wash hands thoroughly and regularly with soap and water;
- Provision of hand sanitisers and supervising student usage;
- Reminders to avoid touching eyes, mouth or nose;
- Ensuring that surfaces in classrooms are regularly cleaned;
- Ensuring that rooms are well ventilated;
- Awareness of appropriate physical distancing arrangements.

### **Further safety advice for parents and carers:**

Consistent advice from all government departments is that schools continue to be safe places and this is especially so for your children. However, I would request your assistance in relation to the following aspects that are designed to minimise the numbers of adults on our school site at any one time:

- Unless expressly invited by a staff member, parents and carers are asked to refrain from entering the school grounds (apart from the office, car park and student drop-off and pick-up areas);
- When driving your child to or from school, please aim to both deliver and collect them safely using the 'Kiss and Drop' area;
- Avoid engaging in conversations with other parents and carers in the car park or other areas;

- If you need to physically accompany your child from the car park, please obey all signage that indicates where you are able to go;
- If you have any questions, or have items that you need to pick up or deliver, please go to the office but maintain appropriate physical distancing arrangements as indicated by the signage provided;
- Unfortunately, there will be no capacity to utilise the services of parent/carer classroom helpers throughout Term 2.

### **School bus service:**

We have been reliably informed that school buses will operate as per the normal timetables.

### **Canteen services:**

The canteen will resume operating from the beginning of Week 3. For the duration of Term 2, it will be our intention that the canteen is open every day of the week for the provision of lunches. (There will be no recess orders.) We have made this decision to ensure that every student has this service available to them, given that many will be attending on one day only. All orders must be made online from the advertised canteen menu as the canteen will not accept cash. Meals will be freshly made and nutritious.

### **School uniform:**

All students attending school should be in full school uniform. This is the [new all-year-round school uniform](#). As the transition to this new uniform is not fully complete until the end of 2021, students may also wear the old winter uniform if they would prefer. Please refer to the [2019 Information Book](#) for old uniform requirements. If your child is wearing the old uniform, they must comply with the 2019 requirements. During this transition time, if boys are still wearing the grey shorts/trousers, they must also wear grey socks. The uniform shop will not be open on-site for parents, carers, staff or students. However, orders can be placed online and parents/carers will be informed when the order is available for collection from the school office by student/s or parents/carers.

### **Some final reflections:**

As you would be aware, both the Federal and NSW governments are providing regular briefings in relation to the COVID-19 scenario. We are being continually reminded that the situation that we are facing is a very fluid one where all areas are being carefully monitored. The arrangements outlined in this letter are clearly subject to review, should circumstances warrant any further adjustments. Of course, it will be my intention to continue to keep all of our school families promptly updated should any new information become available.

On Monday of this week, I had the pleasure of presenting our whole-staff devotion. I reminded our staff team that we serve an amazing God and shared Psalm 100 with them. He has created us; He loves us and He is ever-faithful. So, regardless of the many challenging circumstances that surround us on a global scale in relation to the COVID-19 scenario, our God has not been taken by surprise. As Psalm 100 concludes, 'His faithfulness continues through all generations'

### **Psalm 100 (NIV)**

*Shout for joy to the Lord, all the earth. Worship the Lord with gladness; come before him with joyful songs. Know that the Lord is God. It is he who made us, and we are his; we are his people, the sheep of his pasture. Enter his gates with thanksgiving and his courts with praise; give thanks to him and praise his name. For the Lord is good and his love endures forever; his faithfulness continues through all generations.*



Mr Rob Bray  
Principal