



PHASE 1:  
RETURNING TO IHS  
STUDENT HANDBOOK  
Q&A

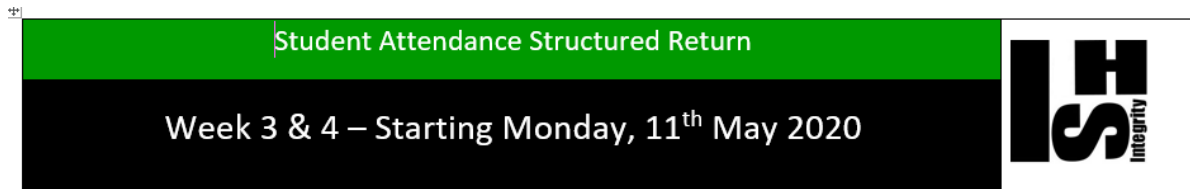
From Monday, Week 3, Term 2 (11<sup>th</sup> May, 2020) students at Irrawang High School will begin returning to school gradually 1 day per week (Year 12 every day) as a part of the NSW Department of Education's "Managed Return to School" Guidelines

## Phase 1: Return to School Procedures and Protocols. V1

### What will this look like?

Students will follow their normal subject timetable 1 day per week.

The Phase 1 Student Schedule of attendance is as follows:



Week 3	House Group	Week 4	House Group	Support Unit Students Week 3 and Week 4
Monday	Bramley and Year 12 students	Monday	Osbourne and Year 12 students	IM Class and Year 12 students
Tuesday	Osbourne and Year 12 students	Tuesday	Dawson and Year 12 students	Year 12 students
Wednesday	Dawson and Year 12 students	Wednesday	Moy and Year 12 students	AU, MC, ED classes and Year 12 students
Thursday	Year 11 and Year 12 students	Thursday	Year 11 and Year 12 students	Year 11 and Year 12 students
Friday	Moy and Year 12 students	Friday	Bramley and Year 12 students	IO Classes and Year 12 Students

**Bramley A-D   Osbourne E-J   Dawson K-P   Moy Q-Z**

**Student Attendance** - from Week 3, students can attend on the day/s allocated above.

You know your family circumstances best. If you do not wish your child to attend due to health concerns for them or members of your family, please contact the school. Students who remain at home and are engaged in remote learning will not be penalised in their attendance.

### My child is in the Support Unit, what days do they attend?

Support unit students are encouraged to follow the Student Attendance Structured Return timetable listed above.



### What will my lessons look like?

When you attend, you will complete the same unit of work which has been prepared for online learning at home. Teachers will not be creating separate units of work for face to face delivery.



Classes will be divided into separate rooms depending on the number of students who attend and the size of the room. This is based on a 4sqm per student ratio to allow for social distancing. Rolls will be marked during all periods and at the beginning of the day at roll call.



Students in Years 7-10 will be participating in modified practical lessons. Students in Year 11 may participate in practical lessons, but this is the classroom teacher's decision. Students in Year 12 will be participating in practical lessons.



You will be required to line up outside your classroom, following the social distancing markings on the corridor floors.

## Phase 1: Return to School Procedures and Protocols. V1

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### What do I need to bring?

You will need to bring your books, stationery and work package if you have one. You may also need to bring your recess and lunch (see canteen information below). Please pack a water bottle so you can fill it with the new water coolers as you will not be able to access bubblers.



### Are the buses running?

Yes, buses are running. You need to promote social distancing where possible on buses. You will be required to social distance when lining up and moving to the buses at the end of the day.



### Do I need to attend roll call?

Yes! You will attend roll call as normal. Rolls will also be marked at the start of each lesson.



### What about roll call for seniors?

Year 11 and 12 students who have late starts do not have to attend roll call. They will be marked present in class. Seniors with Period 0 and Period 1 will be attending roll call.



### Can seniors leave after their last period?

Yes. Seniors can leave after their last timetabled period. They must sign out through the front office before leaving.



### Should I wear my uniform?

Yes. Full school uniform is required. It is starting to get colder, so be prepared.



### Will the canteen be open?

Yes, the canteen will be operating with a limited menu and a limited supply of food as we are unsure of student numbers.



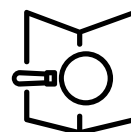
### Will I be able to take my medication at school?

Students who have completed the necessary paperwork will still be able to take their required medication at school. Our First Aid Officer will be present 5 days per week.



### How will I know what rooms to go to?

You will be utilising your normal timetabled rooms unless informed otherwise. PE practical lessons will take place. You are to meet at the Hall and follow teacher directions.



### What's happening with assessment tasks?

Assessment for students in Years 7 - 10 will be modified for the remainder of Term 2 to further support students with their online learning. You will be asked to complete Formative Assessments (predominantly in-class tasks) to provide feedback to teachers, students and parents on the progress you are making with your learning. Assessments for students in Years 11 and 12 may be amended. If this is the case your class teacher will issue an amended task. You will be required to follow standard procedure and sign for this.



### Do Year 11 and 12 students still have study periods?

Yes. Study periods will continue for students in Years 11 and 12. You cannot leave until your last timetabled period of the day is finished.



### I need a work package, can I collect it on the day I attend?

Yes. You can pick up your work package on your scheduled day if you have pre-ordered. If you do not attend on your scheduled day, pre-order your work package and collect from the front office.



### Can I hand in my work package when I attend?

Yes, work packages with a name clearly labelled on the front can be returned to the front office or your teacher.



### What will lunchtime and recess look like?

You will be required to social distance and will receive reminders over the PA. As mentioned earlier, the canteen will be open, however food supplies cannot be guaranteed. You will be required to follow social distancing markings on the ground in the canteen area.



### Can I attend if I am unwell?

No. If you are unwell, stay home. If you come to school and are unwell, your parents, carers and emergency contacts will be called to collect you.



### What happens if my family decide it is best for me to stay home?

That's fine. As long as you are engaging in online work or work packages, you will be marked as flexible attendance (not absent). Contact the front office to let us know.



### When will school return to normal?

We're not sure how long Phase 1 will continue for, but we will let you know as soon as we can! We are forward planning in preparation for the next phase or to be moved back into Phase



**PHASE 0**

**PHASE 1**

**PHASE 2**

**PHASE 3**

**PHASE 4**

**At all times**

- Schools are safe places for students, teachers and staff.
- All students engage with a single unit of work.
- Keep up-to-date with your school's communications to make sure you receive important messages about timetable changes.
- Any identified cases of COVID-19 will continue to be managed in line with health advice, including temporary school closures where necessary.

**Learning from home**

Practical resources and guides to support students are available at the department's [Learning from home hub](#).

Schools are open for families who need it.

- Families are encouraged to keep their children at home wherever possible, with no student to be turned away.
- Students who attend school are supervised only, not in their regular classes.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

**You must continue to**

- Keep your child/children at home if possible.
- Support your child/children to continue learning at home.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

Students at school at least one day per week.

- Schools have discretion for establishing which group attends on which day, with a preference to group siblings/families together.
- Families who need to send their child to school every day may continue to do so and no child will be turned away.
- Classes are split across different spaces and break times can be staggered.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

**You can now**

- Send your child/children to school one day a week.
- You are encouraged to keep your child at home for the rest of the week wherever possible.
- Check with your school to see which day of the week your child/children should attend.
- Use the school canteen and uniform shop where appropriate hygiene measures are in place.

**You must continue to**

- Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.
- Maintain social distancing by avoiding gathering outside of school gates.
- Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.
- Support your child/children to continue learning at home on remote learning days.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

Students at school at least two days per week.

- Schools have discretion for establishing which group attends on which days, with a preference to group siblings/families together.
- Families who need to send their child to school every day may continue to do so and no child will be turned away.
- Classes are split across different spaces and break times can be staggered.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

**You can now**

- Send your child/children to school two days a week.
- You are encouraged to keep your child at home for the rest of the week wherever possible.
- Check with your school to see which two days of the week your child/children should attend.
- Use the school canteen and uniform shop where appropriate hygiene measures are in place.

**You must continue to**

- Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.
- Maintain social distancing by avoiding gathering outside of school gates.
- Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.
- Support your child/children to continue learning at home on remote learning days.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

Students at school five days per week, with social distancing measures.

- Students with increased health risks may continue to learn at home to suit their individual needs.
- Students remain in the same classroom for the day, break times can be staggered to reduce mixing between class groups.
- No excursions or inter-school activities.
- Continued enhanced cleaning and hygiene supply arrangements.

**You can now**

- Send your child/children to school every day.
- Access community services run on school sites, where they are not restricted by Public Health Orders.
- Use the school canteen and uniform shop where appropriate hygiene measures are in place.
- Walk your child/children into and out of school while maintaining social distancing.

**You must continue to**

- Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.
- Maintain social distancing by avoiding gathering outside of school gates.
- Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.
- Support your child/children to continue to learn at home if they are required to learn remotely.
- Communicate with your school via email and phone wherever possible.
- Follow the health advice and keep your child/children at home if they are unwell.

Students at school five days per week, with full school activities.

- Normal school breaks and entry/exit processes will resume.
- Infection control procedures will continue on a school by school basis.
- Communication to staff, students and families regarding NSW Health advice will continue.
- Continued communication to the Early Childhood Education sector regarding NSW Health Advice.

**You can now**

- Send your child/children to school every day.
- Participate in school excursions and inter-school activities.
- Use playground equipment at schools.
- Drop your child/children off at school as you would normally do.
- Participate in school based activities such as volunteering in classes and assemblies.
- Use services that usually operate at your school like canteens and other community run activities.

A managed return to school

Guidelines for families

