



**MARY
MACKILLOP
CATHOLIC
COLLEGE**

17 March 2020

75 Highfields Road, Highfields Q 4352

P 4698 7777 **E** highfields@twb.catholic.edu.au

Dear Parents & Carers

I am writing as a follow up to recent communications regarding Covid-19. This communication concerns non-mandated student self-quarantine and processes to follow in the event of a confirmed case of Covid-19 at Mary MacKillop Catholic College that necessitates a College closure. Please be reassured that there is no evidence of this being the case at this time.

Non-Mandated Student Self-Quarantine:

As outlined yesterday, the current recommendation is that schools and colleges remain open. Several families have contacted the College outlining reasons for students remaining at home. Teaching staff are currently focused on delivering learning to their classes, whilst also developing resources and accessing training to maintain learning in the event of a school closure. There is currently very limited capacity for teachers to respond to individual requests for learning resources to be sent home. I ask please that parents who have chosen to keep children at home be mindful of the limits of the teachers' ability to respond to these requests.

In the event of an emergency closure:

In the event of the College being alerted to a confirmed case of Covid-19 during the College day, we will initiate the following processes.

- I. There will be an App Alert, stating, "IMPORTANT UPDATE: CORONAVIRUS"
- II. Email broadcasts will go to the entire community, outlining pickup times and locations for all students.
- III. P-2 students will need to be collected from the Junior AM stop and go outside the Prep/Billabong area. Parents will be required to park, walk to the location, and sign students out from the care of their classroom teacher.
- IV. 3-6 students will need to be collected from Uluru. Parents will be required to park, walk to the location, and sign students out from the care of their classroom teacher.
- V. 7-12 students will be dismissed from their PC groups and will be required to sign out and state who will have care of them in the afternoon.

Please note that in the event of an emergency closure, ALL STUDENTS MUST LEAVE THE SITE. There will be no capacity for supervision. Can all parents please ensure that emergency contact details at the College are up to date, and that there are people who can collect children at short notice (In the event that you give permission for other adults to collect your child from the College, please ask them to carry suitable identification). Parents of senior aged children should please ensure that students are adequately supervised after their dismissal.

Kind Regards

Chris Gabbett

Principal



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A potential scenario is outlined below;

9:30 am – the College is advised that a student or staff member has received a positive test result

9:45 am – the App Alert is sent

10:00 am – emails sent to all parents outlining pick up times. For example;

Prep – Year 2

Prep classes 11:15 (Junior AM drop and go)

Year 1 classes 11:30 (Junior AM drop and go)

Year 2 classes 11:45 (Junior AM drop and go)

Year 3 – Year 6;

Year 3 classes 11:15 (Uluru)

Year 4 classes 11:30 (Uluru)

Year 5 classes 11:45 (Uluru)

Year 6 classes 12:00noon (Uluru)

Senior; dismissed from PCs at 10:50 am.

ALL staff dismissed at midday

This letter has been issued to all parents of the College via email.