



Sheoak
Grove
Primary School

Shine Grow Connect

COVID 19 Local Management Plan Community Summary

March 2022 Update



Sheoak Grove Primary School Local COVID-19 Management Plan

Our community may face considerable change during our state's transition into a new phase of COVID management during 2022. Our plan will support our school to continue to provide access to a high standard of education for each student in the event of a school closure or other major disruption due to COVID-19. It is based on a commitment to enable our students to engaging in meaningful learning opportunities during challenging times. It is also designed to maintain strong connections with parents and caregivers in those circumstances.

There are four main sections in this plan:

- Risk Identification and minimisation
- Preparation
- Response
- Return

All of our planning is based on the guidelines provided by the Department of Education. It is important to note that any procedure or policy that is implemented by our school in connection with this plan will be within the guidelines and policy of the Department of Health and the Department of Education and will be in the context of current State Government COVID phase management.

This is a community summary of a detailed plan that will guide our progress through any COVID related challenge that we may be presented with. While the detail of our school documentation will inevitably necessarily change in response to Government policy, the major structures provided in this summary are expected to be constant. Therefore, this summary will provide consistency in expectation for our school community.

This was endorsed by the School Board on November 1, 2021 after a period of consultation in Term 4 2021.



Risk Minimisation

We will maintain our transmission reduction strategies for our community, including:

- Maintaining our teaching and learning programs on related health practice.
- Maintaining our visual reminders around the school.
- Ensuring that all Government COVID Phase health restrictions are met in line with the guidelines at the time. This could include (amongst others):
 - Masks wearing.
 - Number restrictions in classrooms.
 - Signing in to areas using the Safe WA app.

We will maintain our transmission reduction strategies for our staff, including:

- Compliance with Government mandates for staff vaccinations
- Implementing restrictions in line with the guidelines at the time. This could include (amongst others):
 - Masks wearing
 - Staff number restrictions in classrooms and other areas.
 - Signing in to areas using the Safe WA app.

We will maintain our focus on utilities management including:

- Regular learning environment cleaning.
- Providing adequate hygiene facilities.
- Requiring visitors and contractors to sign in to the school using the Safe WA app.



Preparation

From the start of Term 1 2022, we will continue our preparation for any COVID event by:

- Continuing our workforce planning to maximise the contribution of and support for vulnerable staff.
- Reviewing all contact details for all of our students, ensuring they are accurate, and ensuring everyone can access *Connect*.
- Reviewing all existing student medical information and requesting update information from parents where appropriate.
- Reviewing all of our existing modes of communication with the families of Sheoak Grove and ensuring they are suitable for times of possible disruption.
- Establish a school based COVID Response Team to ensure our planning is implemented effectively.
- Ensure that we provide for the continuity of teaching and learning in the context of each COVID phase that we might have.
- Plan for students, families and staff members who may be directly impacted by the effects of COVID 19.



Response

There are 3 possible scenarios for our school to manage:

1. Restrictions are Implemented

Our school continues under near normal conditions and organisation with the mandated restrictions in place.

2. Individual or Small Group Isolation

It is possible that individuals or small groups of students need to isolate due to a positive case originating outside the school (i.e. sporting clubs). In this case:

- Those isolating will be using the class remote learning program.
- Others in the class will be at school as per our normal routines.

3. Class Isolation

It is possible that whole classes or cohorts need to isolate at home due to a positive case within the class. In this case:

- The Principal will liaise with the Departments of Health and Education, communicate details to the community.
- All students will be using their classroom remote learning program.
- Another staff member or relief teacher may be co-ordinating the remote program. This would depend on whether the teacher is working from home or on sick leave.
- Parents will be kept up to date about arrangements for returning to school by the Principal.



Return

In the case that any of our described responses are implemented:

- The return strategy will be clearly communicated to our school community.
- The remoted teaching and learning programs will be integrated back into the classroom environment.
- The return component of the Individual Support Plans for vulnerable students will be implemented.
- An appropriate Return to School celebration will be held.
- Facility management process will remain at the level required by Government.
- The return phase of the Sheoak Grove workplace plan will be implemented.

*Sheoak Grove Primary School will always be guided by the **Department of Health**, through the direction of the **Department of Education**, on COVID matters and our response to Government COVID Phase planning.*

Our intention is to maintain clear communication with our School Community throughout any COVID Phase so that our students always have the best opportunity to shine, grow and connect.

Sheoak Grove Primary School
Remote Learning Guideline

Individual or Small Group Isolation

Likely Scenarios:

- 1) **Teacher is in the classroom; individual students are isolating:**
 - Classroom routines are normal for students at school.
 - Students at home will access the classroom remote learning program located on Connect (by the second day of isolation).
 - The Classroom Teacher will communicate with parents and students via Connect, Webex or phone, depending on the student's access to technology.
- 2) **Teacher isolating and working from home (asymptomatic); individual students are isolating:**
 - Students at school will have a relief teacher or another staff member depending on availability.
 - Students at home will access the classroom remote learning program located on Connect (by the second day of isolation).
 - Students isolating may be monitored and assisted by the classroom teacher, the relief teacher or another member of staff, depending on the situation. This will be clearly communicated by the principal.
- 3) **Teacher isolating and on leave (symptomatic); individual students are isolating:**
 - Students at school will have a relief teacher or another staff member depending on availability.
 - Students at home will access the classroom remote learning program located on Connect (by the second day of isolation).
 - Students isolating may be monitored and assisted by the relief teacher or another staff member, depending on the situation. This will be clearly communicated by the principal.

Home Learning Environment:

Please consider preparing for the following:

- Ensure you have located the Remote Learning Program on Connect, and if you can't please contact your child's teacher.
- Establish a daily routine to prepare children for effective learning, but don't try to replicate a day at school.
- Identify a comfortable, quiet shared space to complete each day of learning.
- Balance learning activities with adequate break, quiet times and keeping active.
- Access technology that will make it possible for your child to communicate with their teacher and classmates. Every effort will be made to ensure this is achieved each school day.

Sheoak Grove Primary School
Remote Learning Guideline

Whole Class or Cohort Group Isolation

Likely Scenarios:

- 1) **Teacher isolating and working from home (asymptomatic); students are isolating and are asymptomatic:**
 - The class Remote Learning Plan is implemented
 - The classroom teacher, a relief teacher or another staff member will co-ordinate the plan.
 - Attendance will be monitored by the classroom teacher, a relief teacher or another staff member will co-ordinate the plan, depending on the situation. This will be clearly communicated by the principal.
- 2) **Teacher isolating and on leave (symptomatic); students are isolating and are asymptomatic:**
 - The class Remote Learning Plan is implemented
 - A relief teacher or another staff member will co-ordinate the plan.
 - Attendance will be monitored by a relief teacher or another staff member will co-ordinate the plan, depending on the situation. This will be clearly communicated by the principal.
- 3) **Students are isolating and are symptomatic and unwell, or become symptomatic and unwell:**
 - Please email the co-ordinating staff member (or the school) and advise that your child is unable to continue the remote learning program and they will be marked absent.

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- Identify a comfortable, quiet shared space to complete each day of learning.
- Balance learning activities with adequate break, quiet times and keeping active.
- Access technology that will make it possible for your child to communicate with their teacher and classmates. Every effort will be made to ensure this is achieved each school day.