



Claymore Public School

"Learning to Learn"

Dobell Road, Claymore NSW 2559

Principal: Mrs Lisa Porter

Phone: 4626 3988

Email: claymore-p.school@det.nsw.edu.au

Fax: 4628 5033

Updated Student Attendance Information

29/4/20

Dear Parents/Carers,

We continue to thank you for your support during this challenging time in education. As previously communicated NSW Public Schools students will gradually transition back to school, one day per week, beginning in week 3 (11th May), and we have been working this week on a model that we feel will best suit the students and families of Claymore PS.

Please find all the key information below to support you to plan for your child's transition back to school:

Wednesday 29th April – Monday 11th May

Schools will operate for students of essential workers from Wednesday 29th April. During the first two weeks of term we will be open to students of essential workers and vulnerable students. However, we need to advise that students who do need to attend during this time may not be taught by their usual class teacher or within their usual class group, and students who do attend during this additional time will be completing their online learning in the classroom.

Home learning will continue for all other students during this time and we ask families who are able to keep their children home to learn remotely to continue to do so.

Classroom teachers will upload student work packs to Seesaw and Google Classroom daily at 8:30am commencing Wednesday 29th April. Paper copies of these packs will also be available at the front gate daily from this date.

The School Canteen will not be operating during this time.

From Monday 11th May

We move into Phase One of the managed return to school for students and we will be staggering the return of students from Monday 11th May. **All students will have access to attend school one day per week** and continue home learning for the other four days. During this time the school will continue to be open daily for students of essential workers and vulnerable students. Once again, we need to advise that students who attend in addition to their allocated day may not be taught by their usual class teacher or within their usual class group, and students who do attend during this additional time will be completing their online learning in the classroom.

Where possible, we have accommodated siblings to attend on the same day. **Wednesday will be a designated learning from home day for all students.**

The following is a general plan for student attendance:

Mainstream: Students attend one day per week in small groups of up to 10 students per class.

Preschool: Students attend one day per week in small groups of up to 9-11 students per group.

Support Unit: Students will for attend one day, with all students from each class attending on their allocated day.

EIU: Students will return for one session per week, with all students from each class attending on the allocated day.

Parents will be advised of their child/children's allocated day via text message or phone call by the end of this week. I ask that parents follow the planned arrangements in regards to days that have been allocated for student attendance.

Student Drop off and Pick Up Procedures:

I am requesting the following procedures be adhered to support everyone's safety, ensuring social distancing is being adhered to:

DROP OFF:

- Students be dropped off in a 'Kiss and Drop' procedure, where parents are requested to watch their children walk through the front gate from a safe distance (where possible)
- If needing to walk your child to the front gate, please ensure social distancing of 1.5m from others
- Kindergarten students: Parents are requested to walk their child to the front gate and a staff member will escort your child to their class
- Preschool children: Parents are requested to sign your child in at the front gate and a staff member will escort your child to the Preschool
- EIU children: Parents are requested to walk your child to the front gate and a staff member will escort your child to their class.

PICK UP:

- Preschool children: Parents are requested to collect their child at the front gate at 2:30pm on their allocated day. Parents will be requested to sign the book outside the front gate and the children will be escorted by a staff member to each parent
- EIU children: Parents are requested to collect their child at the front gate at 2:30pm on their allocated day. Children will be escorted by a staff member to each parent
- K-2 students: We request that parents of K-2 students collect their children at 2:40pm, waiting outside the front gate ensuring social distancing of 1.5m from others
- 3-6 students: We request that parents of 3-6 students collect their children at 2:45pm, waiting outside the front gate ensuring social distancing of 1.5m from others.

We kindly request that no parents enter the school site and if needing any assistance from the school, please contact the school office and a member of staff will return your call to support you with your enquiry/need.

The school canteen will be operating during this time for lunch orders only.

Face to Face Instruction:

On the day that students attend school they will be working for the majority of the day with their classroom teacher, with a strong focus on literacy and numeracy during this time.

On occasions, other staff members or casual teachers may take your child's class for a short period of time throughout the day to support each teacher catering for the learning needs of students working both at school and at home. In some cases, there are staff working from home as they may fall into the category of vulnerable workers or caring for vulnerable family members, and your child may not have their normal class teacher but will be supported by another familiar teacher. As previously mentioned, students who attend additional to this one day may not be taught by their regular class teacher.

Student Work Packs and Loaning of Technology Devices

From Week 3, Classroom Teachers will be only using the Seesaw platform to upload student work. Google Classroom will no longer be used by teachers to upload student work as we attempt to support students and families by only using one platform. Paper copies of these packs will also be available at the front gate daily from 8:30am – 9:15am.

Devices:

We have provided some families with devices (laptops and iPads) and have some supplies still available if these are required for students to access online learning activities. If your child requires support in this area, please contact the school office and we will endeavour to provide you with a device to meet your child's needs.

Student Attendance:

Schools are still required to record student attendance daily and teachers will continue to mark student attendance during this time. Students attendance will be recorded as:

1. Students who have been engaged in learning and working from home
2. Students who are sick and not able to attend school and therefore unable to complete work
3. Students on unapproved leave; where there is no evidence of students completing work

Please contact your child's teacher via Seesaw or the school office to communicate or discuss your child's attendance. Teachers and staff will continue to engage with students via online activities and via regular phone contact with families.

Enhanced Cleaning:

The NSW DoE has sourced and secured significant supplies of sanitizer, toilet paper, and personalised protective equipment for the school. Enhanced cleaning has also included extra cleaning throughout the school day.

Class Zoom:

All classes will be trialling a weekly Class Zoom Meeting beginning next Wednesday 6th May. This Zoom meeting will allow all students within a class grouping to connect and interact with each other. Protocols for this session will be provided to parents and students, and we request that parents support students being involved in these meetings. Information about access details and times will be provided via Facebook and Seesaw over the coming week. We hope your children enjoy this opportunity next week. These Zoom meetings can be accessed via a computer, iPad or mobile phone.

Keeping Up to Date:

It is important that you keep up to date with all communication during this time. Please continue to check Facebook and Seesaw regularly. A text message or phone call will be provided to all families by the end of this week to advise parents of their child/children's allocated day. **(Please advise the school office if any phone contact details have changed.)**

We appreciate all the support from our parents and we know how hard you and your children are working. We greatly thank you for your continued support during this challenging period in education.

Regards,

Lisa Porter
Principal