

UPDATED COVID-Safe Plan for After Hours Classes as at 28/01/2022

Following the Public Health Orders and directions from NSW Health, we have implemented measures to ensure we continue to maintain a safe & healthy environment for our face-to-face After Hours classes (as safe as is reasonably practical). We have also implemented our own safety measures. We ask you please take a moment to read the information below and pass the relevant information on to your child.

VACCINATIONS

All staff and contractors are required to be fully vaccinated, including the booster shot, by January 31, 2022 and must provide evidence through the provision of their vaccination certificate or immunisation record to the Accounts Department. Any deviation to this requirement must be discussed with the Accounts Department.

It is highly recommended, but not mandated, that all students (K – 12 and after hours) are fully vaccinated as soon as possible.

ARRIVAL & DEPARTURE FROM AFTER HOURS CLASSES

MONDAY TO FRIDAY

- From Monday to Friday, Drop Off and Pick Up will continue to be from outside our Markham House Foyer doors. This building is located directly next to the car park. If you feel your child is old enough to be dropped off in the car park and walk in by themselves, we encourage you to do this.
- For parents of our younger students who need to walk their child in & pick them up – you will be able to park and walk to the doors outside Markham House Foyer to drop your child off 5 minutes prior to their start time. We will have several staff members there to escort our younger students to their classes safely. They will not be expected to find the studios on their own. Parents will not be permitted to 'hang around' outside the Foyer, you will need to leave the premises and can return 5 minutes prior to pick up time.
- For classes that finish late in the evening, our teachers will escort students down to the Foyer for pick up. Students must wait in Markham House Foyer (not the car park) when finishing late in the evening. *Please ensure you are punctual for both drop off & pick up.*
- No parent or guardian will be able to wait on the College premises, unless in their car, any day of the week.

SATURDAYS

- On a Saturday only, parents will be able to drop off and pick up their child from the Quad area as we have done for the past year. Please note, you will not be able to wait in the Quad during your child's class. You will need to leave the premises and come back 5 minutes before your child's class finishes. Our canteen will also no longer be available for parents to wait in.

ON ARRIVAL AT THE COLLEGE MONDAY TO SATURDAY:

- All staff & students MUST wash their hands with soap & water in our bathrooms, or use hand sanitiser, on both arrival & departure. Hand sanitiser dispensers are installed around the College for all to use as frequently as they wish. Students are also encouraged to carry their own hand sanitiser in their dance bag.

- Multiple QR code stations are set up around the College. Students will not need to do this as a roll is taken in each class.
- After Hours Staff are required to QR Code AND sign in in-person at the Performing Arts Office.

MASK WEARING

- Masks are mandatory for all staff and secondary aged students when on the College premises in our indoor common areas. Students and staff may remove their face masks to eat, drink and exercise such as PE, dance, music, tennis and rhythmic gymnastics.
- It is recommended that the masks chosen to be worn are KP95 or N95 in effectiveness.

MANAGING POSITIVE CASES AND MINIMISING RISK OF TRANSMISSION

Any staff or student who tests positive to COVID is required to follow NSW Health requirements under the Public Health Order for testing positive and self-isolation. Currently, the requirements are:

- isolate for 7 days following the positive test
- leave isolation after 7 days unless symptoms persist (including, a sore throat, runny nose, cough, or shortness of breath). Note: if a person continues to have symptoms they remain in isolation until symptom free or medically cleared.
- if symptom free after 7 days, isolation finishes. Once symptom free there is no need to re-test.

Once a person who tested positive to COVID-19 has finished their isolation period they can immediately return to the College and after hours classes provided they are symptom free.

The Department of Education has provided the College (day school) with Rapid Antigen Tests for staff (full-time and part-time) and students. Distribution commenced on January 28 and will continue on Day 1.

Students/staff who have had the COVID virus during the December/January holidays do not need to take a rapid antigen test for 4 weeks after they are symptoms free.

There is an **exemption in place to allow school staff** identified as close/household contacts to leave isolation for the purpose of attending school

The exemption for students identified as a household/close contact that was in place was **rescinded** on January 24, 2022 and takes effect immediately. **Students identified as household/close contacts are required to complete the 7 day period of isolation.**

IN THE STUDIOS

- If your child is sick with any symptoms of COVID-19, even mildly, they should be tested and must not return to classes *until they are symptom free, even with a Negative test result*. You must also advise the Head of After Hours Program that your child is being tested. They will be entitled to a make-up lesson at a later date.
- If your child tests positive to COVID-19 and has participated in an After Hours class recently, we ask you please notify the Head of After Hours as soon as possible and follow the NSW Health Guidelines.

- Social distancing will be encouraged in the studio and in our buildings. Students are encouraged to limit physical contact with each other - this includes hugging/kissing.
- Our air-conditioning system has an outside air introduction of 10% which equates to over 10 litres per second (recommended standard).
- Ballet barres and door handles will continue to be wiped down between classes. All studios are cleaned at the end of each day.
- Should a student arrive or become visibly unwell during class, the student will be isolated and a parent will be contacted to pick them up immediately. Should a member of staff become visibly unwell whilst at the College, appropriate steps will be taken to ensure they are isolated and sent home immediately.

PAYMENT OF AFTER HOURS TERM FEES

- In order to avoid congestion in our Quad, we will not be taking fees at our pop up office this term. To take advantage of our 5% Early Payment Discount, please phone the office any time in the first 2 weeks of Term 1 and your fees will be calculated for you over the phone. Otherwise you will be issued with an invoice via email in approx week 5-6 of the term. Once you have received your invoice, payment must be made within 7 days either by phoning the office or via direct deposit.

PARENTS WEEK AT END OF TERM 1

- We will confirm later in the term if our Parents Week at the end of Term 1 is able to proceed.

GENERAL

- Water dispensers are available for use however students are encouraged to bring water from home.
- Please make sure all belongings are labelled. Un-labelled items such as water bottles and lunch boxes will be thrown out if left at the College to avoid possible contamination. Labelled items will only be kept for a short period of time before being thrown out.
- Parents are reminded to ensure their contact details held by the College are up to date.