

Dear Parents/Carers and families,

We hope this email finds you all as well as you can be at this time. The support offered by our College community in these challenging times is appreciated as we aim to be decisive and flexible in decisions affecting the pastoral care and welfare of our staff and students.

We continue to take reasonable measures to prevent the spread of the COVID-19 virus and take our lead from a single point of truth, namely; the directives and supporting advice from the Federal and State authorities. Most recently, we have seen a rapid and growing increase in the number of student absentees and this requires us to move more hastily towards a remote learning environment.

As we do so, I would like to address the following important aspects of our current practice;

1. **Student Free Days – Friday 27 March and Monday 30 March**
2. **Remote Learning Plan**
3. **Student attendance at school**
4. **Assessments**
5. **Collection of resources**
6. **Support for families**

### **1. Student Free Days – Friday 27 March and Monday 30 March**

**Friday 27 March and Monday 30 March** will both be student free days in-lieu of Professional Development days later in the year. We apologise for the late notice and appreciate that this may cause inconvenience for some families. Please be assured that we have not made this decision lightly but have focussed on the long-term benefits for our students and the current workload of staff. It is essential that our dedicated teachers and support staff are given the time to planning and finalise arrangements for the move into the remote learning environment.

### **2. Remote Learning Plan**

As of Tuesday 31 March, when students may return if parents decide, the College will switch to our full Remote Learning Plan, as previously stated in recent updates. General Information and the outline for this plan will be distributed to all parents in the coming days.

### **3. Student Attendance at School**

As stated in my letter to parents on Monday 23 March 2020, in line with Prime Minister's and the WA Minister for Education's advice, **parents may choose to keep their children at home during this unprecedented time.**

Normal timetables will go ahead for those students who attend during this week. As we move towards the provision of full online learning delivery, students who are not attending school because their parents have chosen not to send them will, at this time, **be supported via the usual practices in relation to the provision of work for students during an approved absence.**

Our staff are working tirelessly to provide care for our students and maintain a focus on classroom learning and teaching. As such, **I ask that parents and absent students be mindful of making contact with teachers about learning and teaching matters this week.** This will allow staff 'space' to continue to develop additional resources and professional proficiency to effectively deliver learning in a virtual environment. **Given the current unique circumstances, teachers may not be in a position to provide a response.** Your patience and understanding in relation to this request will be greatly appreciated.

#### **4. Assessments**

The College continues to follow the advice from the School Curriculum and Standards Authority (SCSA) in relation to Year 11 and 12.

#### **Procedures to be implemented if assessment is affected by a catastrophic event**

*If the assessment of individual students or groups of students is affected by a catastrophic event (e.g. if a pandemic causes a number of staff and/or students to be absent from school for an extended period) the procedures described in the school's assessment policy must be applied.*

Further detail will be provided in the Remote Learning Plan to address concerns around assessments. As a College, we are supportive of the comments made by educational authorities that students would not be disadvantaged by this disruption.

#### **5. Collection of resources**

We have received a number of requests for students unable to attend school to collect items from their lockers. We recommend that students consider taking home essential items, in the event of school closure. If parents decide that students will return for the full Remote Learning program on Tuesday 31 March, they can bring those items with them.

#### **6. Support for families**

In acknowledging the far-reaching impact of COVID-19 for families in our College community, I also assure parents that the College Leadership in working with the Norbertine Canons, is addressing potential concerns related to fees and affordability that may arise as a result of COVID-19. If you believe that you may need assistance, please do not hesitate to contact the College Business Manager or Finance Officer directly to discuss your circumstances.

Our teachers and other school staff are doing a wonderful job in providing pastoral support to students at this challenging time. It is important to remember that as parents, you can help your child process all the information they are receiving and the changes that are taking place around COVID-19. You can stay informed and provide factual, age appropriate information about COVID-19 that will help your child feel informed and empowered, rather than afraid.

As a Catholic community I encourage us to pray for those coordinating our response in Australia, and for all of those in Australia and abroad affected by COVID-19.

Please keep up to date with the regular communications we are sending and thank you for your continued support in this significant public health matter.

Warm regards,

Simon Harvey  
Principal