



A Return to School

Dear Parents, Guardians, Students and Friends of Hallam Senior College,

I am so looking forward to having students and staff back at school and learning taking place. The last 6 weeks have been challenging for all, however a school without the intimate dynamics of young people learning together and socially interacting with each other and teachers is not what any of us at Hallam Senior signed on for.

Welcoming back students and staff is something I am certainly looking forward to.

The end of home based learning and a return to school has now been set for Tuesday May 26th For Year 11 and 12 students and June 9th for Year 10 students.

For most of our students, coming back to school will be a very welcome return. The feedback from them is that they are missing the social interaction and routines of school. Some are “even missing their teachers”.

For students and staff, the home based learning has been a challenge as the immediacy of interaction and feedback has been missing. While the time has been challenging, the feedback from many students has centred on the new skills they have developed especially around the use of IT and the social and personal skills developed – resilience, problem solving and time management. These are important skills which now need to be ingrained in everyday learning. The teachers and support staff will be seeking to further develop these skills throughout the final weeks of this term.

Some students have found the experience very challenging and have struggled to keep up with the demands of learning. For some, the lack of a daily routine, the issue around access to IT, the inability to get immediate support for learning and the need to be self-motivated, has meant they have not kept up with the demands of the time away from school. Upon return to school, a final check in with all students around their progress will occur. This will be reflected in the Progress Report due in week 9 and provide the data for discussions at Parent teacher nights early in term 2. (Please see the calendar attached for details).

While we have all been tested by the lockdown, the last 6 weeks have provided an opportunity to provide better facilities for the students. These include:

1. A Senior centre for Year 12 students
2. A centre for Year 11 students
3. An upgrade of the Year 10 area
4. A new entrance area for the college with the administration now at the front of the school
5. Upgrades to the ovals

The last 6 weeks have been challenging for all. For the final weeks of term 2, the college will move immediately back into the routine of learning, however some of the key requirements of the lockdown including social distancing, health measures and types of greetings will continue to prevail.

In the time up to June 26th – the last day of Term 2, a number of measures will be in place to support students and staff operating in a safe learning environment.

Attached to this newsletter is a Q and A re the Return to School.

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Important Dates

26th May	Year 11 & 12 students return to school
8th Jun	Queens Birthday Holiday
9th Jun	Year 10 Students return to school
26th Jun	Last day Term 2
1st Jul	Term 3 begins

Dates correct at time of publication and are subject to change. More information is available on the College's website as event/dates are confirmed.



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My thanks to all parents and guardians for their support during this time. It has been complex – for many working from home and balancing the needs of the students.

A special thanks to the students who generally found a way through the challenges. In every situation there are things you learn and for many of you, the ability to learn independently has been an important outcome.

To the staff, thank you for being available for the students when they needed it. It is interesting to note that all staff kept a journal of their activities during the 6 weeks. For most, the work output to support students has meant increased and irregular hours. Thanks to all staff.

College Council

With the Covid 19 Lockdown, the Annual General Meeting of College Council scheduled for April was delayed. College Council must complete an AGM by the end of May.

Tonight, the Council will meet remotely to elect office bearers and endorse the Annual report.

A copy of the Annual Report will be posted on the College Website once endorsed by Council.

Key Dates

Term 2 & 3 Critical Dates		
TERM 2		
Week	Date	
7	25 May	Pupil Free day
	26 May	Return to School: Year 11 & 12 (VCE & VCAL) & Year 10s completing a VCE or VET Subject only.
8	1-5 Jun	Progress Reports available to Parents/Students
9	08 Jun	Queen's Birthday
	09 Jun	Return to School: Year 10
10	19 Jun	Last Day for the submission of Semester 1 course work all year levels.
11	25 Jun	Year 10: English Examination
	26 Jun	Year 10: Mathematics Examination
		Last day term 2
Semester 1 Ends: VCAL & YEAR 10		
TERM 3		
Week	Date	
1	13 Jul	Term 3 Begins
		Semester 2 Begins: VCAL & YEAR 10
2	21 Jul	Parent -Student-Teacher Conferences: VCAL & YEAR 10
	24 Jul	Semester 1 Ends: VCE
3	27 Jul	Semester 2 Begins: VCE
	28 Jul	Parent -Student-Teacher Conferences: VCE & VET
4	3-7 Aug	Semester Reports available to Parents/Students

Return to School : Q & A

Dear Students and Parents,

A number of questions have been raised by parents and students re the return of school based learning. Thanks for the questions.

I have included details provided by the Department of Education (DET) on advice from the Chief Health Officer.

From DET: *The responsibility for operating the college under such challenging conditions lies with the Principal. It continues to be the principal's responsibility to make the school-based decisions required to deliver Government education objectives.*

As such, Hallam Senior will endeavour to implement a conservative approach to school's return over the next weeks.

Included below are responses to key questions raised about the return to school.

Q and A Briefing Paper

Question	Response	Action
What are the key elements of the "return to school based learning" @ Hallam Senior College	DET has provided a number of key steps	<ul style="list-style-type: none"> Staged return for students commencing Tuesday 26 May 2020 All school staff to work from the school site from Monday 25 May 2020, with exceptions for some staff in identified risk categories, based on medical advice Enhanced hygiene practice and cleaning on school sites Physical distancing, in particular for adults Return of all students for on-site learning at government schools from Tuesday 9 June 2020.
How will the "density rule" be implemented	DET has provided the following advice	<ul style="list-style-type: none"> The Australian Health Protection Principal Committee (AHPCC) has advised that a 'venue density rule' of no more than one person per four square metres is not appropriate or practical in classrooms or corridors, nor maintaining 1.5 metres between students during classroom activities. Therefore, the previously established ratio of 10 students per class is no longer required in schools. Close attention and proactive management must be provided to physical distancing for staff. Staggering breaks for students can contribute to managing required access to staffrooms and other shared spaces. Specific attention should be paid to: <ul style="list-style-type: none"> using spaces within the school that can support physical distancing for staff, such as libraries and vacant classrooms signage and rostering so that access to physical spaces and food preparation areas can be managed offices being appropriately spaced the movement of adults through school reception being carefully managed, complemented with clear signage and access to sanitiser. <p><i>As the College is made up of students in the age range 15 – 20 years old and staff of various age ranges, the college will seek to implement social distancing strategies.</i></p>
When do students return to undertake lessons at school and therefore finish remote learning	Year 11 and 12 student return date	Year 11 and 12 return to school based classes on Tuesday May 26th
	Year 10 students return date	Year 10 students return to school based classes on Tuesday June 9th
	Year 10 students undertaking VCE or VET units return date	Year 10 students undertaking a VCE or VET unit, return to school to undertake these units from May 26th.
Can Year 10 students return to school earlier	Year 10 students should continue remote learning until June 9th.	All year 10 students, return to school based learning on June 9th. The only exceptions relate to those students undertaking a VCE or VET unit. They may attend school to undertake the unit from May 26th. Any students who cannot work from home is able to contact the school to arrange access.
How long will the conditions identified in this briefing paper exist for	The information in this document remains in place until the end of Term 2.	The conditions of the return to school are shaped by the policies of the Victorian Government on advice from the Chief Health Officer. The framework will be reviewed by the DET and the College and is in place for the period until June 26th. A review will take place to establish whether further actions are required in Term 3.
How will student assemblies and other large meetings of students occur	There will not be a general school or year level assemblies. Smaller group meetings will be held with social distancing a feature.	Student meetings and briefings will be limited to; <ol style="list-style-type: none"> Newsletter from the Principal each week and posted on compass. Compass posts from the Year Level Coordinator For students, small group meetings with social distancing rules enacted may be held. Briefings from Coordinators will predominantly use IT platforms such as Compass and Webex to interact with students.

Question	Response	Action
How will recess and lunchtimes be supervised to minimise social interaction and maximise social distancing	Staff are required to undertake yard duty and are expected to support the implementation of social distancing.	Key areas such as the Café, library and study centres will be set out to maximise social distancing. Signs and barriers will be used to affect distancing. Students will be briefed on expectations re social distancing.
Do I need to return to school	All students- Year 11 and 12- are expected to return to Hallam Senior on May 26th. Year 10 students are expected to return on June 9th unless undertaking a VCE or VET unit.	From Tuesday 26 May, all students in Year 11 and 12 will be expected to attend school. Remote learning will not continue for students who remain at home after May 26th or June 9th for Year 10 students.
What happens if I don't return to school on May 26th/ June 9th	Students will be recorded as absent from school	If you are not attending school for a Covid 19 reason, supporting evidence must be provided – parent note, doctor's certificate... These will be recorded as absent - COVID 19. If you do not return and have not provided a reason, then you recorded as an unauthorised absent
What happens if a student has a late start or early finish on any day.	Required Time at school	Students are encouraged to attend school for lessons only. Students should arrive time for their scheduled class. If a student starts classes after 9:00am they may arrive in time for their first class and may leave the school once their lessons have concluded for the day. Academy training and other whole of College co curricula events have been cancelled until further notice.
What happens if there are a large number of students in a class	Social Distancing	Hallam will seek to maximise social distancing in classrooms and around the school from May 26th to the end of Term 2. This can be achieved in some classes with 15 or less students however classes with over 15 students will not always meet social distancing. The school will endeavour to allocate classes with more students to larger rooms. These include: e.g Great Space, Drama Room, Library, Theatre, TTC room or using adjoining rooms. Students will be required to line up 1.5 metres apart to enter rooms
Do we have student assemblies	No large gatherings	While the issue of social distancing in schools for students is not mandated, the college will endeavour to maximise social distancing by: Operating small group assemblies Using larger spaces where students can achieve distance Minimising the number of staff required to attend meetings
How will the College attempt to ensure community distancing	DET has provided the following advice for implementation	<ul style="list-style-type: none"> All visitors and parents to enter the school via the front office where safety measure will be in place parents will be asked to avoid or minimise time in or around the school. signage will be placed to remind staff, students and families of the need for changed behaviours.
How do we provide an environment with social distancing	Around the school and In student areas	Areas such as the café will be signed with stickers identifying staging points. Staff on duty in the café area will be able to stand on the serving side of the counter The café will only allow 10 students at a time in the immediate area serving area and have limited seating in the café.
What happens if a student feels unwell	Cold, cough, fever	Do not turn up to school – err on the side of caution for everyone's sake. See a doctor and get tested. If a student becomes unwell while at school, parents/carers will be contacted to take them home.
How will Teaching Assistants work with students	TA roles and responsibilities	TA's will not be required to provide support at close proximity to students. Rather for the next weeks, TA's will assist teachers oversee the classroom Social Distance setting and /or continue to provide check in for the Year 10 students who are working from home.
Year 10's working at home until June 9th	Attendance, Lessons and Check in.	Year 10 students will continue to work from home until June 9th and will access lessons as per the process used from week 1 of Term 2. Each day the student will be required to respond to the attendance email. Each student will continue to receive regular check ins from a staff member who they have been allocated to throughout Term 2.
TA's and check ins for Year 10's	May 26th to June 9th	Check ins will continue for students in Year 10 from May 26th to June 9th with ES staff continuing to contact students and email the attendance response at 9am each day.
Students at Café – line up and yard duty	Numbers and access	Only a limited number of students – 10 will be able to access the café at any one time. The doors to the café opening to the landing have been repaired and now can be opened allowing a larger space for students to sit using the landing area. Distance markings for line ups have been introduced.
How will the College support students who choose to learn from home	Use of Compass	All staff will continue to use Compass to upload class lessons. Students whether at school or at home will be able to access lesson plans. It is up to students who have elected to stay at home to work from Compass. Staff will not provide on line lessons for students who have elected to remain at home and not access school.

Question	Response	Action
How will I continue to use IT for my lessons	Using Webex, Teams, Compass	Students will need to be able to access IT/Computers whether at school or at home, therefore, all students must bring a device/laptop to school. Lesson plans, information bulletins, newsletters and posts will all be on Compass. Staff will be using IT platforms such as Webex far more regularly than was the case pre Covid 19.
Use of Masks	Provision of Masks / gloves	Staff may use a mask/gloves if they feel the need to do so. The College has accessed masks which can be provided to staff. Students may wear face masks if they feel the need to do so by providing their own face mask.
Sanitisers and cleaning Thermometer	Daily rituals	Sanitisers will be available in each staff room for staff and in major entrances for students. A cleaner will be provided by DET for daily upkeep. There are 10 thermometers across the college for use. Visitors arriving at administration will be required to undertake a temperature check prior to being able to accessing school staff, students or facilities.
Staggered starts for Students	Timetable	Hallam senior already has a staggered start with staff and students beginning and ending their day at different times.
Academy Training	No training	Until further notice, academy training will not occur.
Exams and end of semester	End of Semester timeline	Exams in all Unit 1 VCE and Year 10 units will not be held as per the original exam schedule. These were originally scheduled for late June. Time to complete SACs and other assessments will be included in the last weeks of Term 2. Students in Year 10 will undertake an English and Maths exam in the last week of Term 2. No other exams will be held.
Water Fountains	Turning off	All staff and students are encouraged to bring their own water bottle. Filling stations will be available in the senior centre for Year 12 and the Great Space for year 11. Year 10's will have a designated filling station identified prior to restarting. Water fountains will be turned off.