



Principal's Update 2

School Information – COVID 19 Action Plan

Dear parents and carers,

As part of our *COVID-19 Action Plan*, I am writing to you to communicate HillSide's latest key information. Please note the following points:

Website Now Updated: New COVID-19 Landing Page

As part of our strategy to maintain effective communication, school community members are encouraged to view the new COVID-19 *Landing Page*. This is a cohesive web page, linked to the main HillSide webpage. The new section provides definitive updated information during this unique period. This *Landing Page* is a key source of information. The link for the page is:

<https://www.hillside.wa.edu.au/covid-19/>

Use the menu bar or links to look for key information. There are links to:

- Online Learning - Home Guides;
- Frequently Asked Questions (FAQS);
- Principal's Updates;
- SEQTA/Seesaw/TEAMS' information;
- Contact details;
- Specific *Primary* and *Secondary* teaching and learning programmes.

New School Fees and Charges Policy – Financial Assistance

A letter will be sent to parents shortly outlining financial support measures for those families struggling with school fees due to loss of income or employment. In summary, the College seeks to retain all students for 2020, with no family needing to lose their enrolment due to an inability to meet school fees as a result of financial stress. The Principal has been delegated authority, by the Board, to provide extensive financial support to families on a case-by-case basis.



I would invite all families to read the letter carefully when distributed. Any family experiencing financial issues can contact schoolfees@hillside.wa.edu.au to communicate the issue, and help will be provided.

The Next Three Weeks – Pupil Free Period, including the Vacation Break

Effectively, students are now on vacation. The following is a summary of the next three weeks:

- Monday 6th – Thursday 9th April (Week 10, Term 1) is a Pupil Free Week. Parents and carers should not send their children to school. This week represents an early start to the vacation break for students. Families will enjoy a three-week break;
- Staff will be on-site next week preparing for Term Two. This week is for staff's professional development and planning;
- HillSide correlates with the government sector in providing a Pupil Free Week. By students remaining home, there is a reduced risk of COVID-19 spreading;
- Only a minimal, approved group of students will be able to remain on-site next week. These are the children of essential service workers. These students will not have a teaching and learning programme in place, rather it will be activity-based supervision only;
- Year 12 students will be the only students on-site (Monday/Tuesday) participating in teaching and learning, but no other year groups may attend the last week of term (Week 10, Term 1).

Term 2 Arrangements

- Staff return from holidays on Tuesday 28th April. This is a Pupil Free Day. No students may attend this day, even essential service workers should make other arrangements for this day;
- On Wednesday 29th April all K-12 students start Term 2 with online teaching and learning programmes, which will be fully provided by the school. Please check all communication from the respective Deputy Principals in regard to the teaching and learning programme;
- In Term 2, all students should remain at home, off-site in order to prevent further spread of COVID-19. The school will provide advice to parents, students, and carers should the circumstance change. At this stage, it is highly likely that the online, home-based programme will continue for many weeks, if not months. The school will advise about any changes to this policy in line with government advice. The government has not changed its attendance policy yet, so the vast majority



of students will continue to learn off-site, at home with work provided by the school, until further notice;

- Only a minimal cohort of students have been granted the Principal's permission to attend on-site in Term 2, in line with government policy. This has been advised in writing to those applicants;
- Teachers will work hard to maintain communication and will provide all teaching and learning materials for students through-out Term 2.

Any parent or carer who is not able to access communication or learning information should contact the College immediately 9453 2644 or admin@hillside.wa.edu.au to seek assistance. We would value the opportunity to provide help if needed.

Office Open Hours

The front office will be operational until all staff leave for holidays. The office will shut for the holiday break after 4 p.m. Thursday 9th April. It will reopen on Tuesday 28th April. Office hours are 8 a.m. – 4 p.m. Enquiries during the holiday period can be made to 9453 2644 (voice mail) or via admin@hillside.wa.edu.au, and a response will be made as soon as staff return to duties.

Out of School Hours Care (OSHC) Closure

The OSHC service, including Vacation Care, ceased operations effective at Friday 3rd April. This has been the result of the COVID-19 measures which have restricted on-site attendance at school. Students are now learning online with home-based education resulting in a massive reduction in patronage. Therefore, there is currently no before school, after school or Vacation Care being offered. It is envisaged that the service will re-start as soon as on-site schooling returns to normal.

Final Remarks

I would encourage all parents and carers to visit our new COVID-19 website. It is a great source of information. Please also remember to ensure that email, Skoolbag and SEQTA Direct Messages are accessible and regularly checked. The importance of staying connected and ensuring effective communication cannot be overstated. If communication is excellent, then our response to the issues at hand will be excellent.



Finally, I would like to thank all school families for their wonderful support of staff and students. We could not have hoped for better. It has been a real blessing to see this occur. Please enjoy your Easter as we celebrate the risen King.

Regards,

A handwritten signature in black ink, appearing to read 'S. Lamont', written in a cursive style.

Stephen Lamont

Principal

4th April, 2020