

CORONAVIRUS PLAN 2020

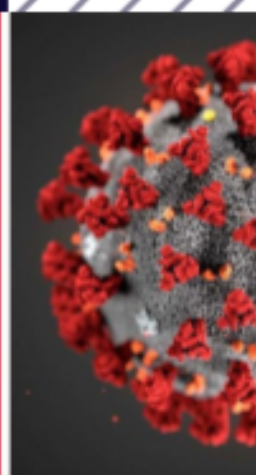
WONGAN HILLS DISTRICT HIGH SCHOOL

**Educating students from Kindergarten to
Year 12**

Pursuing Excellence

**CORONAVIRUS
(COVID-19)**

Preparation and Response Plan



UPDATED: 27/03/2020

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Background:

While the situation regarding Coronavirus (COVID-19) continues to evolve, it is important that as a school community we apply common sense, factual information and a practical approach to COVID-19. At Wongan Hills District High School, we are planning for actions that we can take right now, as well as possible actions that we may be forced to take in the future.

Our plan will evolve as the challenges ahead of us become clearer and this may involve taking some extraordinary steps which we may never have experienced within our school or community before.

It is likely that this situation will become more difficult and we are planning around this, wanting to be clear and upfront with parents, staff, students and the community about how this may look. By working together, we will emerge stronger than ever.

This document has been designed to inform parents, staff, students and the wider school community of the actions and steps we will take at a school level but must not take the place of any information provided on the Health Department website. Information within this document is taken directly from the agreed positions and advice that we receive from the Department of Education, Department of Health and the Australian Government <https://www.health.gov.au/>

Yours sincerely,



Bruce Nind

Principal

Communication:

We aim to keep our community well informed, through as many channels as possible.

We urge all parents and staff to ensure that:

- The school has your current and up to date contact details, especially your email address and mobile phone number
- You have downloaded and installed the Skoolbag App
- You have joined the Wongan Hills DHS Facebook page

SMS

SMS is our most direct form of communication and the channel for which we have everyone's contact details. We will communicate urgent and important information via SMS with direction to further information on one of our other platforms such as Email, Facebook and Skoolbag.

Skoolbag

Our school App is called Skoolbag and is available from the App store or Google Play. Please ensure that you have downloaded it and added the Wongan Hills DHS profile. Push notifications, alerts and notices are issued through the App.

Facebook

Our school has an open Facebook group. We are able to use this medium to get information out quickly without identifying individual students. Please ensure you like and follow the Wongan Hills District High School Facebook page.

Website

Our school has new webpage that will have all the up to date information on COVID-19. The website also has the link to the "Learning at Home" webpage for students to access while learning at home.

wonganhillsdhs.wa.edu.au

Email

Our school email address is WonganHills.DHS@education.wa.edu.au. Emails received at this address go directly to all Admin staff and will guarantee that someone will see it. We have everyone's email address on file and information will be sent out via this method to all parents. Please ensure your details are current to avoid missing out on important information.

Telephone

Our school phone number is 96712300 and will get you connected to the front office during school hours. In the event of an emergency the Principals mobile number is 0437287570. Please avoid contacting other staff members out of hours on their personal mobile phones.

Stay in touch

Wongan Hills DHS: 96712300

Wongan Hills DHS Email: WonganHills.DHS@education.wa.edu.au

Principal Email

Principal. WonganHills.DHS@education.wa.edu.au or Bruce.W.Nind@education.wa.edu.au

Website wonganhillsdhs.wa.edu.au

Prevention:

How to minimise the spread of COVID-19

- Frequently wash your hands for at least 20 seconds with soap and water, or by using an alcohol based hand gel
- Refrain from touching mouth, nose or eyes
- If coughing or sneezing, cover your nose and mouth with a paper tissue or into your flexed elbow. All students have been taught the 'Dab Cough'
- Practice social distancing – avoid close contact with anyone if you, or they, have a cold or flu-like symptoms. Maintain a distance of at least 1.5 metres.

What we are doing now

- Providing handwashing liquid soap in every toilet.
- Providing alcohol based hand wash in every classroom, public area, reception, common areas etc. Science classes will be making extra supplies in their classes to ensure we do not run out – recipe as provided by the World Health Organisation.
- Class based instruction in handwashing technique and personal hygiene practices for sneezing and coughing – 'Dab Cough technique'.
- Deeper cleaning and sanitising of common surfaces daily.
- Providing antibacterial cleaning equipment for students and staff to wipe down all equipment after use including iPads, laptops, keyboards etc.
- Direction for all staff and students to remain at home if ill. Students who become ill at school to be kept isolated from others until collected by parents.
- Cancellation of all large scale and interschool events including assemblies, camps, incursions and excursions.
- Reminding students to 'social-distance' during recess and lunch times.

Who cannot attend school?

The Prime Minister has introduced measures placed on International arrivals into Australia. This means a mandatory 14-day self-isolation requirement is placed on all international arrivals into Australia.

Students or staff who have been tested for COVID-19 should follow the advice of the WA Department of Health and stay away from school whilst they await results.

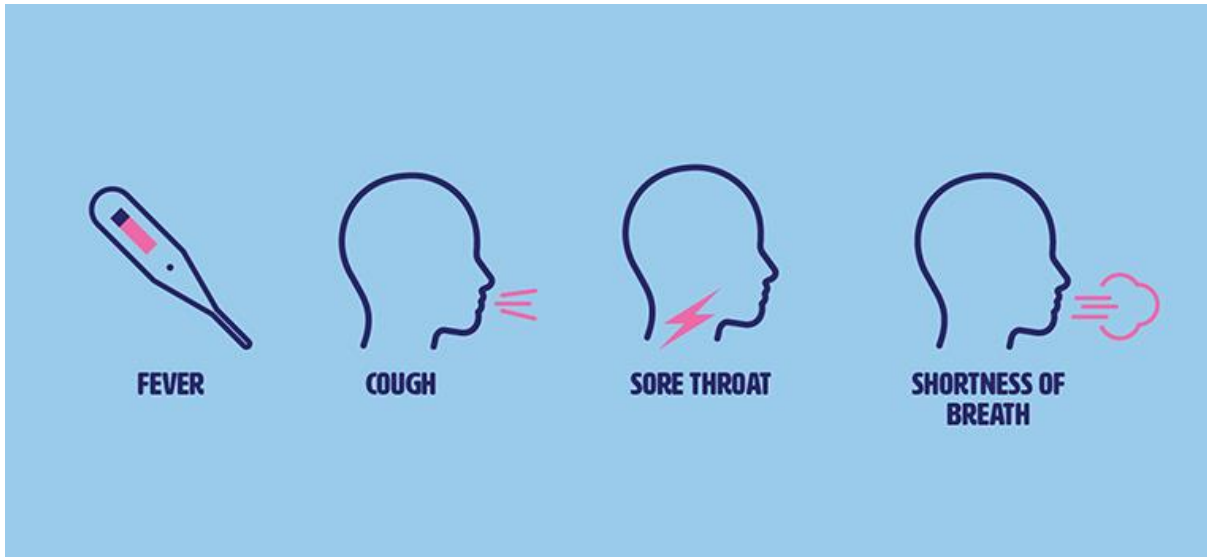
Students or staff also need to self-quarantine if they have been informed by public health authorities that they have been in close contact with a confirmed case of coronavirus. They must isolate themselves for 14 days after the date of last contact with the confirmed case.

Covid-19 symptoms

People with COVID-19 may experience:

- Fever;
- Flu-like symptoms such as coughing, sore throat and fatigue; or

- Shortness of breath. For the latest health information and health related enquiries please visit WA Department of Health or access the COVID-10 helpline 1800 020 080



Prevention:

Testing

The WA Chief Health Officer has advised people should not go to be tested for COVID-19 to either COVID clinics or their local GP unless they are currently experiencing symptoms and meet the testing criteria.

To be eligible for testing people must:

- be currently experiencing symptoms such as fever, cough or sore throat and have
- returned from overseas travel within the last 14 days; proof may be required
- OR be currently experiencing symptoms, and be in contact of a confirmed case; name may be required
- OR be currently experiencing symptoms and believe they have been in close contact with a person infected with COVID-19; name may be required.

Hygiene

HANDWASHING

- All staff to reinforce handwashing using WHO and Health Department guidelines and explicitly teach in class
- All staff to provide opportunity for children to wash hands and/or access hand sanitiser prior to recess, lunch, crunch and sip and other eating throughout the day as required

COUGH/SNEEZE

- Teaching explicitly how to cough into elbow or do the 'cough-dab'

CLASSROOM

- Staff to continue to identify any student appearing unwell and refer them to the office

CLEANING

- Provision of further supplies and ensuring access to further supplies is available
- Head cleaner to ensure regular and thorough cleaning practices are employed
- Regular cleaning and sanitisation of all surfaces in toilets and classrooms

Social Distancing

MASS GATHERINGS (whole school)

- Cancellation of all mass gathering events for Term 1 and Term 2.

CLOSE CONTACT GATHERINGS

- Cancellation of events in which gatherings greater than 1 class group occur

CLASSROOM CONTACT

- Where possible minimise the contact between students. Ensure hand sanitiser is available
- Surfaces sanitised daily

STAFF

- Where possible, practice social distancing practices when in contact with staff



Self-isolation

We respect and honour parent's decision to keep their children at home and self-isolate for a variety of reasons. Self-Isolation is only effective if you follow sensible practices. If you are keeping your children at home this also means they cannot go to the shops, parks, play with other families, continue to go out as a family and mix with others. You choose to self-isolate to protect your family from possible exposure – at school and within the community as a whole. Unfortunately, we cannot choose between one or the other. Isolate from one – isolate from all.

The Wongan Hills Police will be working with the school in ensuring those students self-isolating are not active within the community, students will be returned home by the Wongan Hills Police if sighted in the community without a parent or guardian.

What does self-isolation mean?

Self-isolation means limiting contact with others. This means all situations where you may come in contact with others, such as social gatherings, work, school, child care, athletic events, university, faith-based gatherings, healthcare facilities, grocery stores, restaurants, shopping centres, and all public gatherings.

- Do not leave home unless absolutely necessary, such as to seek medical care.
- Do not go to school, work, other public areas or use public transportation (e.g., buses, taxis).
- Arrange to have groceries and supplies dropped off at your door to minimize contact.
- If you have to be in contact with others, keep at least 2 metres between yourself and the other person. Keep interactions brief and wear a mask.
- Avoid contact with individuals with chronic conditions, compromised immune systems and older adults.

School Closure:

CURRENT ADVICE

Following the announcement by the Premier Mark McGowan and Education Minister Sue Ellery, Wongan Hills DHS will be undertaking the following;

Week 9 – Students who attend school will be taught at school by staff however parents who can safely keep their children at home are strongly encouraged to do so

Week 10 – Students will be provided supervision only, not teaching, and this is only for those students whose parents need their children to be at school because they have to work or are in vulnerable circumstances

Reactive closure (Temporary)

This will be due to a confirmed case within our school. If the school is to close due to a confirmed case, it will be on advice from the WA Health Department's Chief Health Officer

The Chief Health Officer will, if there has been a positive COVID-19 test result in our school, close the school temporarily while assessment and tracing of exposure is conducted. A thorough school clean will then be carried out to make the school safe for the return of students and staff.

Pre-emptive closure (prolonged)

Should the Australian Government, on advice from the Chief Health Officer, make the decision to close schools, the process detailed following will be put in place.

Procedures for whether staff and students are at school or not at time of closure will follow the same format

- Notice provided to Principal by Department of Education of requirement to close.
- Convene and brief school response team consisting of various members of staff and School Council Chair.
- Issue letter via email, Facebook and Skoolbag informing parents of dates of closure.
- Brief staff/contact staff including action to be taken before and after school closure; health and safety, stand down and leave arrangements.
- Use school communication strategies to brief absent staff, parents and students.
- Inform School Council and P&C members of school closure
- Convene/notify crisis support staff e.g. School Psychologist, Chaplain etc.
- Communicate closure to local schools
- Communicate with schools where there are siblings attending and advise of closure
- Communicate closure to Day-care/Childcare/local organisations eg Shire
- CLOSE SCHOOL
- Signage to be posted on exterior of school
- Implement school closure procedures – eg locking up of all buildings/equipment
- Postpone all known visitors and excursions
- Implement offsite learning programs
- Maintain contact with staff parents and students. All teaching staff to be provided with contact details of each of their students. Also use of Facebook, Skoolbag and email.
- Ensure staff contact details are made available if working offsite.
- Distribute update communication as required by the Department of Education or Department of Health to parents and staff.
- Notify school community when confirmation of the date the school can re-open is known.

- The Department of Education will facilitate cleaning of the school prior to opening.
- RE-OPEN SCHOOL
- Maintain off-site learning programs for any students still required to self-isolate.

Teaching & Learning Continuity:

As parents, you are already doing enough. You are loving your kids and supporting them through a difficult time. Look after yourself as well. Minimising stress is absolutely vital and we do not want to add to this by imposing unrealistic expectations surrounding work requirements. Your child will not fall behind. Work provided will be revision work. We are not asking you to teach them new concepts – that is a teacher’s job and this will happen when they return to school. Just do what you can and don’t stress if that is not much. Take this time to enjoy and explore with your children.

School closure during regular instructional time will disrupt our planned programs and student learning.

We aim to provide learning activities and tools that:

- Are within the capacity of our existing workforce to prepare without and unreasonable workload given that we are also currently engaged in the fulltime face-to-face delivery of teaching and learning programs;
- Have educational value and merit without being too onerous
- Provide some structure to a child’s day;
- Are non-compulsory, and will not cause additional anxiety for parents, students or staff;
- Are not solely reliant on one platform or mode of delivery or access to internet/technology;
- Do not require expert knowledge, special resources or equipment to implement in the home. Materials availability and provision
- In the event of the school having sufficient notice of closure, we will issue hard-copy work packages appropriate and customised to each year level
- In the event of sudden closure, we will within a reasonable amount of time, make materials available from the school via the front office.
- Depending on the direction of the Department of Education we will inform parents the staffing arrangements.

The Education Department of Western Australia website Learning at Home – can be accessed here <https://www.education.wa.edu.au/learning-at-home/>

Kindergarten/Pre-Primary

- Our Kindergarten students will not be provided with a program at this stage. Our Pre-primary program are primarily play based. The suggested program will include free and structured play, experimental writing, reading and numeracy with a focus on experience and oral language development.

Year one/year two/year three

- Provision for two weeks of self-guided learning material
- Generic weekly planner/suggested timetable for educational activity throughout the day
- Integration of free and guided play
- All curriculum areas are being covering with this learning material.

Year four/year five/year six

- Provision for two weeks of self-guided learning material
- Generic weekly planner/suggested timetable for educational activity throughout the day
- Integration of free and guided play
- All curriculum areas are being covering with this learning material.

Secondary

- Provision for two weeks of educational instruction
- Generic weekly planner/suggested timetable for educational activity throughout the day
- All curriculum areas are being covering with this learning material
- Integration of suggested online resources where practical

Our idea for our children – the bare minimum

- A bit of reading every day (independent or to them or via audiobook etc)
- Some free writing now and then. If they'll keep a diary or something, great. If not, would they draw a comic?
- Practical hands on maths. Be that via cooking, cleaning, outside or some maths games physical or digital.
- Some fine motor work. Lego, cutting, playdough, tidying up small toys.
- Physical exercise everyday
- Some art/music where possible through the week. Doesn't need to be guided.
- Stretch goal, if old enough getting them to independently work on a project is great for keeping brains ticking over. Get them researching in a book or online and putting together something to present to you or family.
- If younger, lots of imaginative free play, the more independent the better.

Support:

[Learn the facts](#)

Constant media coverage can keep us in a heightened state of anxiety. Try to limit related media exposure and instead seek out factual information from reliable sources such as the Australian Government's health alert or other trusted organisations such as the World Health Organisation.

[Keep things in perspective](#)

When we are stressed it is easy to see things as worse than they really are. Rather than imagining the worst-case scenario and worrying about it, ask yourself;

- Am I getting ahead of myself, assuming something bad will happen when I really don't know the outcome? Remind yourself that you are doing everything right and following correct procedures to keep yourself and your family safe.
- Am I overestimating how bad the consequences are? Remember, illness due to coronavirus infection is usually mild and most people recover without needing specialised treatment.
- Am I underestimating my ability to cope? You are stronger than you know. You will be able to cope and there is plenty of support within our community if you need it.



Take reasonable precautions

Being proactive by following basic hygiene principles can keep your anxiety at bay. The World Health Organisation recommends a number of protective measures against the coronavirus, including:

- Wash hands frequently – soap and warm water for a minimum of 20 seconds is recommended
- Avoid touching your eyes, nose and mouth
- Stay at home if you begin to feel unwell until you fully recover
- Seek medical care early if you have a fever, cough or experiencing breathing difficulties.

Practice self-care

To help encourage a positive frame of mind, it is important to look after yourself. Everybody practices self-care differently with some examples including;

- Maintain good social connections by communicating openly with family and friends – remember social distancing or try Zoom, Skype, FaceTime etc.
- Make time for activities and hobbies you enjoy – dust off that sewing machine or jigsaw puzzle
- Keep up a healthy lifestyle – get out for a walk, do some gardening, ride a bike
- Practising relaxation, meditation or mindfulness to give your body a chance to settle and readjust to a calm state.

Tips for talking with children about the coronavirus

Children will inevitably pick up on the concerns and anxiety of others, whether this be through listening and observing what is happening at school or at home. It is important they can speak to you about their own concerns. Do not dramatise and only provide the facts. Hearsay and opinion can be biased. The last thing you need is stressed kids to add to your anxiety. There are some great online articles to assist.

<https://www.redcross.org.au/news-and-media/news/talking-to-kids-about-covid-19>

Answer their questions

Do not be afraid to talk about the coronavirus with children. Given the extensive media coverage, as well as access to social media, it is not surprising that most children are aware. Providing opportunities to answer their questions in an honest and age-appropriate way can reduce any anxiety they may be experiencing. You can do this by;

- Speaking to them about Coronavirus in a calm way
- Asking them what they already know so you can clarify any misunderstandings they may have
- Letting them know that it is normal to experience some anxiety when new and stressful situations arise
- Give them a sense of control by explaining what they can do to stay safe eg washing hands, staying away from unwell people, social distancing etc.
- Do not overwhelm them with unnecessary information eg death rates
- Allowing regular contact eg by phone, Zoom, Skype, FaceTime etc to people they worry about eg Grandparents to reassure them that they are okay

Talk about how they are feeling

Explain to your child that it is normal to feel worried about getting sick. Listen to your child's concerns and reassure them that you are there to help them with whatever may arise. It is important to model calmness when discussing the Coronavirus with children and not alarm them with any concerns you may have. Children will look to you for cues on how to manage their own worries so it is important to stay calm and manage your own anxieties.

Limit media exposure

It is important to monitor children's exposure to media reports. Frequent exposure can increase their level of fear or anxiety. Try to be with your child when they are watching, listening to or reading any news so you can address their concerns and questions promptly.

Seek additional support if needed

Free counselling services available include:

For Students

Kids Helpline 1800 551 800

For parents and carers

Lifeline 13 11 14

For Staff

PeopleSense 1300 307 912

Professional support

If you feel that the stress or anxiety you or your child experience is a result of the coronavirus and is impacting your daily life, a psychologist may be able to help. Ask your GP to refer you.

