



13 March 2020

Dear Parents/Guardians,

Our first priority at Catholic Regional College Melton is the health and safety of our school community.

I want to reassure you that the school is well-prepared for the impact of COVID-19 (coronavirus). In the event of a school closure, the College has a plan for continuation of learning which will be circulated to parents if required.

We are being provided the latest advice from the Australian and Victorian Chief Medical Officers by the Catholic Education Commission of Victoria Ltd to ensure that our school practices are helping to keep our school community safe from the outbreak.

Any incidents that arise will be addressed in accordance with our Critical Incident and Emergency Management Plan. We will also have access to resources and support from Catholic Education Melbourne and the Department of Health and Human Services.

I am aware of concerns about the disruption to teaching, especially among families of students in Year 12. The Victorian Curriculum and Assessment Authority, which is responsible for the VCE, is aware of the situation and has advised that it will work with schools to ensure continuity of learning for all students.

As parents, you have a critical role in helping the school manage this situation:

- Exercise good judgment by keeping children home if they are feeling unwell for any reason
- Talk to children about the situation, as they may be feeling anxious or stressed. You have a key role in helping students feel prepared and safe
- Encourage children to be proactive and committed to their schoolwork, and to stay connected with the school and their teachers.

For families planning to travel overseas during the upcoming holiday period:

Anyone planning to travel overseas during the school holidays is asked to provide the Principal with their travel dates and destination/s via email to principal@crcmelton.com.au

In an effort to reduce the risk of an outbreak of COVID 19 in the school community, you may be asked to self-quarantine for a period of two weeks upon return to Australia.

Additional workplace cleaning

In order to reduce the spread of the virus the College has implemented a process of high-grade chemical disinfection to all major touchpoints within the College. These touchpoints are most commonly **door handles, push plates and their surrounds, soap dispensers, taps, tabletops and chairs**, etc.

The College will also supply alcohol wipes for common areas such as telephones and computer labs.

Social Distancing

A primary transmission control measure is social distancing, that is reducing and restricting physical contact and proximity. The College is currently assessing all excursions and camps and will notify parents as soon as practical.

The Department of Health and Human Services has a number of resources on its website, which explain the virus, detail risk-reduction practices and behaviours, and answer frequently asked questions. These are available at www.dhhs.vic.gov.au/coronavirus.

You can also find information about Catholic education's response at <http://www.cecv.catholic.edu.au/Coronavirus-information-for-parents>.

This is an evolving situation, but we will keep you updated as things change.

I ask that you continue to work closely with the school and to contact my office should you have any new concerns.

Thank you for your support as we work in partnership to keep our students safe. The College Leadership Team will continue to do all that we can to maintain continuity of learning and the wellbeing of our staff and students.

Kind regards

Marlene Jorgensen

Principal