



COVID-19 - Guidelines for Al-Faisal Colleges (Auburn, Campbelltown, Liverpool)

Updated: 18 / 10 / 2021

COVID-19 requirements	Element	Key considerations	COVID Safety Plan support resources
General COVID-19 requirements in schools	NSW Health Locations of known transmission	<p>All staff must monitor the NSW Health website for locations where there may have been exposure to COVID-19 and adhere to the advice as appropriate.</p> <ul style="list-style-type: none"> • Practical infection control guidelines must be adhered to, including hygiene requirements for use of equipment • Alternative options should be considered when planning school activities in case there are sudden changes to restrictions or a need to cancel events <p>Staff & parents will be informed via communication (email, online platforms, portal, website) of any new COVID-19 restrictions or updates.</p>	Latest News Updates
	Reporting of cases of COVID-19	<p>All confirmed cases of COVID-19 in the school should be reported to the AISNSW Contacts on the portal in accordance with the NSW Response protocols for the purpose of facilitating support for the school.</p> <p>AISNSW will advise and support schools when contact tracing is required using formal response protocols for confirmed cases of COVID-19 where a person has been infectious while at school.</p> <p>Further information is available from the AISNSW Contacts on the portal</p>	
	Attendance – Return to School	<p>Attendance – Onsite Teaching and Learning</p> <p>All students will return to school based on the following cohort re-entry:</p> <ul style="list-style-type: none"> • Monday 18 October (Week 3): Kindergarten and Year 1 (All other grades will continue with remote learning during Week 3). • Monday 25 October (Week 4): Year 2-6 and Year 7-11 <p><i>Remote learning will cease after the above-mentioned dates. Term 4 lessons will conclude on Friday 10 December.</i></p>	Coronavirus COVID-19 Action Plan

		<p>Return to onsite learning times:</p> <ul style="list-style-type: none"> • Kindergarten & Year 1: 8.25-3.15pm • Year 2: 8.25-3.25pm [Al-Faisal College (Auburn & Campbelltown)] • Year 2: 8.25-3.15pm [Al-Faisal College - Liverpool] • Years 3-6: 8.25-3.25pm • Years 7-12: 8.25-3.35pm 	
	<p>Health and Safety Measures WHS COVID Risk Assessment Plan</p> <ul style="list-style-type: none"> • Temperature checking • Social & Physical distancing • School hygiene measures • Cleaning Regime • Ventilation 	<p>To ensure the safety and wellbeing of our school community, we have established the following measures as guided by NSW Health for the return to on-site learning for all students and staff:</p> <ul style="list-style-type: none"> • Infra-red temperature checking at school entry points: all students and staff will be screened in the morning. If students/staff appear unwell or have a temperature, students will be sent to the office and have parents called to go home / staff member will need to go home. • All students will have designated areas/playground space. • Where possible we will restrict activities to within cohorts. • Social & Physical Distancing: where possible students will be spread out in classrooms and other school areas. • No student to enter classroom for duty of care purposes. Students will only enter room if there is a teacher present. • Students and staff will need to maintain strict personal hygiene (regular and rigorous hand washing) and use hand sanitisers. • We will continue with our additional cleaning and hygiene protocols, including high touch surfaces & traffic areas: bathrooms, desks, door handles, stair well railings etc. • The school will undertake an audit of ventilation requirements. In addition to this, where possible, windows and doors will be kept open to allow for effective air flow. 	<p><u>NSW Health COVID-19</u></p>

	<ul style="list-style-type: none"> • Mask wearing • Staff vaccinations • Compliance with Public Health Order 	<ul style="list-style-type: none"> • Staff, students and visitors should bring their own face masks: a plain blue/black cloth mask or a blue/white/blue disposable. <ul style="list-style-type: none"> ○ Face masks must be fitted and worn correctly, covering the nose and mouth. – All staff must wear masks in indoor and outdoor settings, unless they have an exemption as per the PHO. – <u>All students (year 7 and over) must wear masks in indoors settings, unless they have an exemption as per the PHO.</u> – Students younger than 12 years are strongly encouraged to wear masks, in indoor settings. Refer to NSW Government face mask rules. • Ensuring that staff who work at the school are vaccinated in line with NSW Health Advice • Compliance with the PHO, which mandates staff vaccination from 8 November 2021. 	Mask Wearing – Current PHO
	<p>Attendance at school (onsite)</p> <ul style="list-style-type: none"> • Staff/visitor: <ul style="list-style-type: none"> ○ Vaccination Status • Student Vaccine Status 	<p>As per Public Health Order (PHO) of 23 September, all staff/visitors onsite will need to have:</p> <ol style="list-style-type: none"> 1. Evidence of one single dose of vaccine or two doses of vaccine. 2. Staff/visitors will need to be fully vaccinated by the 8th November or have a contraindication certificate. 3. To help us respond quickly to any potential COVID cases at Al-Faisal College, we will be asking families to inform the school when their child is vaccinated by completing a Google form. As with other private family information shared at enrolment, this documentation will be treated confidentially and only accessed by staff responsible for managing risks to health and safety in our school (Privacy Act). We ask parents to forward a copy of certificate of COVID vaccine once students have received both COVID vaccine doses. 	

	<ul style="list-style-type: none"> • Staff or students who are not well • Poor attendance 	<p><u>Attendance of staff or students who are unwell</u> Staff and students should not attend work or school if unwell, even with mild symptoms of COVID-19. Any person with any COVID-19 symptoms should be sent home and should not return until they have received a negative test result, are symptom-free and have information from NSW Health when it is safe to return. In circumstances where children have other medical reasons for recurrent symptoms a letter from their GP is sufficient to negate the requirement for a negative test.</p> <p><u>Poor Attendance</u> Some students, parents or staff may have health concerns that put them in high-risk groups or categories.</p> <p>At this stage the school will not make individual arrangements to deliver remote learning to students who do not attend face-to-face lessons at school. Teachers will only share information regarding the learning of the day to approved high-risk student cases. Any student cases of not attending school must have prior discussion and agreement with a designated executive at each respective school.</p> <p>Students who do not attend school without a valid reason will be subject to Attendance procedures as outlined in our policy such as: probation / a School Attendance Improvement Plan or joint meetings with AISNSW Student Services team / Police Youth Liaison Officer.</p> <p>If there is an ongoing pattern of poor attendance the school will review children’s enrolment if they do not attend school following this advice provided.</p>	
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	Personal Hygiene	<p>All staff should:</p> <ul style="list-style-type: none"> • Staff must bring and wear a mask at all times (indoors and outdoors) • Wash their hands regularly and/or use hand sanitiser throughout the day • Staff should support and encourage students to wash hands regularly • Maintain respiratory hygiene – cover a cough/sneeze (into elbow) or dispose of tissues • Tissues and other personal use items must be disposed of immediately into the bin • Avoid any physical contact in greetings, such as shaking hands or hugging • Stay home if feeling unwell with COVID-19 symptoms and get tested. • Posters on personal hygiene to be displayed in schools and workplaces 	<p>Infection Control – Practical Guide for School Environments</p> <p>Cough etiquette</p> <p>Hand wash</p>
	Hygiene and Cleaning	<p>Enhanced cleaning arrangements may remain in place such as:</p> <ul style="list-style-type: none"> • Additional cleaning time for the daily clean • Cleaners to wipe down high touch surfaces eg hand rails, door knobs etc • Schools to have supplies of hygiene products available for use eg sanitisers for classrooms / designated rooms • Ensure bathrooms are well stocked with hand soap 	
	<p>COVID CHECK-IN MANDATE EXPANDED 12th July 2021</p> <p>Sign in arrangements</p>	<p>COVID Check-in using the Service NSW QR code will be mandatory for all workplaces</p> <ul style="list-style-type: none"> • Staff, visitors, parents (if applicable), contractors (but excluding students) will need to check-in using the QR code displayed in the office foyer or staff rooms on a daily basis. • COVID-19 check-in requirements are essential for entry to the school premises. A sample sign-on sheet could be included in the school’s process to ensure the school has a record of the parent’s/visitor’s agreement. • All staff and visitors must be fully vaccinated by 8 November. 	<p>NSW Government</p> <p>COVID Safe Visitor Sign in Poster</p> <p>COVID Safe Visitor Sign in Template</p>
	Emergency drills	<p>All practice for emergency drills have been cased until further notice - Refer to current Public Health Order.</p>	<p>Public Health Order</p>

	Staff Professional Development (PD)	All staff professional learning or development will run or be hosted online.	
	Lockers Al-Faisal College (Auburn & Campbelltown)	Lockers will be off limits for at least the first few weeks to avoid students gathering in close proximity. <ul style="list-style-type: none"> Students will be given an opportunity to collect required items from lockers when they return to school. This will be coordinated by Welfare Coordinators. 	
	Canteen	The canteen will be closed for serving and purchasing during recess and lunch to avoid congregation and mixing of students. <ul style="list-style-type: none"> Parents are encouraged to provide children with a packed recess / lunch. Alternatively, K-11 students can submit lunch orders in the morning to the canteen before 9.00am. Lunch orders will be collected by designated student/staff prior to lunch and prepared lunch orders will be taken back to classes. 	
	Specialist Facilities	<p><u>Library</u></p> <ul style="list-style-type: none"> The Library will be closed for students as there is no borrowing, photocopying or use of computers. <p><u>Computer Labs</u></p> <ul style="list-style-type: none"> Computer labs will be closed until further notice. Only under special circumstances for mandatory curriculum needs may these rooms be used. This must be approved by the Deputy Principal/Welfare Coordinator to ensure appropriate sanitisation after each lesson. <p><u>Technology/Arts/Music</u></p> <ul style="list-style-type: none"> Classes will continue – cleaning measure after use. 	
	HSC Examinations	<p><u>COVID Safe Exam Procedures</u></p> <ul style="list-style-type: none"> Minimising contact between individuals and exam cohorts. Following strict personal and environmental hygiene and infection control procedures. Ensuring accurate record-keeping of attendees to support contact tracing. <p><u>Examination Venue</u></p> <ul style="list-style-type: none"> All examinations will take place in the designated halls/venue. Students will undertake screenings procedures when arriving for examinations. Students will be required to social distance 	HSC Exam COVID-Safe Guidelines (Students, Presiding Officer and Supervisors)

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	Prayer, Sports and Physical Activities, offsite sports venues/facilities Assemblies, Events, Excursions	<ul style="list-style-type: none"> All sport, assemblies, prayer, events and excursions to be postponed until further notice. No external providers and specialist coaches/program facilitators - Refer to current Public Health Order 	COVID Safety Plans COVID Safety Plan template
	Parents/prospective parents on school grounds	<ul style="list-style-type: none"> No parent access to school office area/grounds. All students are to be dropped off in the morning and collected in afternoon from designated pickup point. Parents are encouraged to wear face masks, socially distance from each other & not congregate near school gates. All payments & enquiries can be made via telephone. Parents are more than welcome to email the school for any information or refer to the school website for the Expression of Interest Form 	
	NESA & AISNSW Guidelines for HSC students	<ul style="list-style-type: none"> NESA is working closely with the Australian Health Protection Principal Committee (AHPPC), NSW Health, relevant agencies and the school sectors to ensure the HSC continues to operate in the safest way possible in the COVID-19 environment. Al-Faisal College will follow recommendations of NESA & AISNSW. 	NESA COVID Response Committee
	COVID-19 Safety Plans	<p>COVID-19 Safety Plans are required for events / activities as set out in these guidelines, particularly those that involve the school community and gatherings.</p> <ul style="list-style-type: none"> Refer to current Public Health Order for more information on number of external visitors permitted and restrictions. 	COVID Safety Plans COVID Safety Plan template