



PHASE 1:  
RETURNING TO THS  
STUDENT HANDBOOK  
Q&A

## Phase 1: Return to School Procedures and Protocols. V1

From Monday, Week 3, Term 2 (11<sup>th</sup> May, 2020) students at Toronto High School will begin returning to school gradually 1 day per week (Year 12 every day) as a part of the NSW Department of Education's "Managed Return to School" Guidelines (see appendix 1).

### What will this look like?

Students will follow their normal subject timetable 1 day per week. However, rooming will be different.

The Phase 1 Student Schedule of attendance is as follows:

- Monday - Year 7 + Year 12 (including period 0s and 6s)
- Tuesday - Year 8 + Year 12 (including period 0s and 6s)
- Wednesday - Year 9 + Year 12 (including period 0s and 6s)
- Thursday - Year 10 + Year 12 (including period 0s and 6s)
- Friday - Year 11 + Year 12 (including period 0s and 6s)



*THS Phase 1 Model*

### My child is in the Support Unit, what days do they attend?

Your classroom teacher will be in touch to confirm the following days:

- Tuesdays: SEIL 5 (Junior IM) and SEIL 7/8 (ED)
- Friday: SEIL 4 (IO) and SEIL 6 (Senior IM)



### What will my lessons look like?

When you attend, you will complete the same unit of work which has been prepared for online learning at home. Teachers will not be creating separate units of work for face to face delivery.



Classes will be divided into separate rooms depending on the number of students who attend and the size of the room. This is based on a 4sqm per student ratio. Classes might have up to three teachers, so you may not see your regular classroom teacher. Rolls will be marked during all periods and at the beginning of the day at roll call.



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Students in Years 7-10 will not be participating in any practical lessons. Students in Year 11 may participate in practical lessons, but this is the classroom teacher's decision. Students in Year 12 will be participating in practical lessons.



Students will be required to line up outside of their classroom, following the social distancing markings on the corridor floors.

### What do I need to bring?

If you have a device, please make sure you bring your device and its charger as we do not have any spare devices or chargers for students in Years 7-10. If you don't have a device, you will need to bring your books, pens and physical work package. Students are also encouraged to bring their own hand sanitiser.



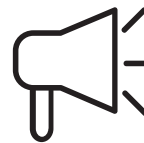
### Are the buses running?

Yes, buses are running. Students need to promote social distancing where possible on buses. Students will be required to social distance when lining up and moving to the buses at the end of the day.



### Do I need to attend roll call?

Yes! Roll call will be held in the quad as per usual. Social distancing lines have been marked on the ground. Roll call will be used to work out how many students in each class are present. After rolls are marked, you will line up in your Period 1 class lines to determine class numbers and allocations of rooms for Period 1.



### What about roll call for seniors?

Year 11 and 12 students who have late starts do not have to attend roll call. They can sign in through the front office 5 minutes before their first period begins. Seniors with Period 0s and Period 1s will be attending roll call.



### Can seniors leave after their last period?

Yes. Seniors can leave after their last timetabled period. They must sign out through the front office before leaving.



### Should I wear my uniform?

Yes. Full school uniform is required. The uniform shop is currently closed, but orders can be placed online. The shop will communicate a pick up time for you. It is starting to get colder, so be prepared.



### Will the canteen be open?

Yes, however, we are not sure how many students will attend, so we cannot guarantee food will be available. So please ensure you pack some food in case. You can order your lunch online.



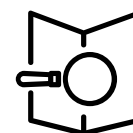
### Will I be able to take my medication at school?

Students who have completed the necessary paperwork will still be able to take their required medication at school. Our First Aid Officer will be present 5 days per week.



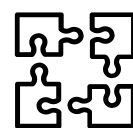
### How will I know what rooms to go to?

At the start of the day and at the end of each period, students will return to the quad to find out which room they will be attending during the next period. Where possible, we are keeping students in the same rooms.



### I'm in Year 11 and I don't get to see all of my teachers. What do I do?

Year 11 students in the Physics, Legal Studies, Food Tech, Extension Maths and Modern History courses will be touching base with their classroom teachers on Fridays at lunchtime if their teachers are at school (some teachers may be working from home). Rooms will be allocated for this purpose.



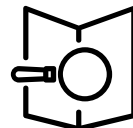
### What's happening with assessment tasks?

At this stage, all Year 7-11 assessment tasks have been put on hold. All HSC students will be given updated assessment schedules during Week 3 of Term 2. HSC Assessment Tasks will resume Week 6, Term 2 for most subjects. Students completing major works will be supported by teachers.



### I haven't completed my HSC Minimum Standards Testing.

Mrs Chapman will be continuing to coordinate this program at school, so don't worry, she will find you! Or, you can find her!



### What days do I attend if I am completing an accelerated course?

Year 10 accelerated students studying Year 11 courses will be learning online through Canvas. If extra support is required, students can seek assistance from their teacher on Thursdays.



Year 11 accelerated students studying HSC subjects will be attending Friday classes and will be given the option to attend any other HSC period throughout the week. Students will be required to sign in and out at the Student Services Window for periods which do not align for their scheduled day of attendance.



### Do Year 11 and 12 students still have study periods?

Yes. You cannot leave until your last timetabled period of the day is finished. Study periods will continue for students in Years 11 and 12. Study periods will be supervised in the library. Social distancing will occur as well as the 4sqm per person ratio. Year 12 students can approach teachers to work on major projects during study periods.



### I am registered to receive a work package, can I collect it on the day I attend?

Yes. You can pick up your work package on your scheduled day during roll call. If you do not attend on your scheduled day, the package will be posted on the following school day.



### Can I hand in my work package when I attend?

Yes, work packages with a name clearly labelled on the front can be returned to the red wheelie bin near the Student Services Window. Do not return your work package to your teacher.



### What will lunchtime and recess look like?

Limited playground areas will be available. Students will be required to social distance and will receive reminders over the PA. Students will not be permitted to share sporting equipment.



As mentioned earlier, the canteen will be open, however food supplies cannot be guaranteed. Students will be required to follow social distancing markings on the ground in the canteen areas.



Students will not be able to use the bubblers.

### Can I attend if I am unwell?

No. If you are unwell, stay home. If you come to school and are unwell, your parents, carers and emergency contacts will be called to collect you.



### What happens if my family decide it is best for me to stay home?

That's fine. As long as you are engaging in online work through Canvas or physical work packages, you will be marked as flexible attendance (not absent). Contact the front office to let us know.



### When will school return to normal?

We're not sure how long Phase 1 will continue for, but we will let you know as soon as we can! We are forward planning in preparation for the next phase or to be moved back into Phase 0. See the appendix below for each phase.



### *Appendix 1- NSW DOE: A Managed Return to School*

	PHASE 0	PHASE 1	PHASE 2	PHASE 3	PHASE 4
<p><b>At all times</b></p> <ul style="list-style-type: none"> <li>Schools are safe places for students, teachers and staff.</li> <li>All students engage with a single unit of work.</li> <li>Keep up-to-date with your school's communications to make sure you receive important messages about timetable changes.</li> <li>Any identified cases of COVID-19 will continue to be managed in line with health advice, including temporary school closures where necessary.</li> </ul>	<p><b>Schools are open for families who need it.</b></p> <ul style="list-style-type: none"> <li>Families are encouraged to keep their children at home wherever possible, with no student to be turned away.</li> <li>Students who attend school are supervised only, not in their regular classes.</li> <li>No excursions or inter-school activities.</li> <li>Continued enhanced cleaning and hygiene supply arrangements.</li> </ul>	<p><b>Students at school at least one day per week.</b></p> <ul style="list-style-type: none"> <li>Schools have discretion for establishing which group attends on which day, with a preference to group siblings/families together.</li> <li>Families who need to send their child to school every day may continue to do so and no child will be turned away.</li> <li>Classes are split across different spaces and break times can be staggered.</li> <li>No excursions or inter-school activities.</li> <li>Continued enhanced cleaning and hygiene supply arrangements.</li> </ul>	<p><b>Students at school at least two days per week.</b></p> <ul style="list-style-type: none"> <li>Schools have discretion for establishing which group attends on which days, with a preference to group siblings/families together.</li> <li>Families who need to send their child to school every day may continue to do so and no child will be turned away.</li> <li>Classes are split across different spaces and break times can be staggered.</li> <li>No excursions or inter-school activities.</li> <li>Continued enhanced cleaning and hygiene supply arrangements.</li> </ul>	<p><b>Students at school five days per week, with social distancing measures.</b></p> <ul style="list-style-type: none"> <li>Students with increased health risks may continue to learn at home to suit their individual needs.</li> <li>Students remain in the same classroom for the day, break times can be staggered to reduce mixing between class groups.</li> <li>No excursions or inter-school activities.</li> <li>Continued enhanced cleaning and hygiene supply arrangements.</li> </ul>	<p><b>Students at school five days per week, with full school activities.</b></p> <ul style="list-style-type: none"> <li>Normal school breaks and entry/exit processes will resume.</li> <li>Infection control procedures will continue on a school by school basis.</li> <li>Communication to staff, students and families regarding NSW Health advice will continue.</li> <li>Continued communication to the Early Childhood Education sector regarding NSW Health Advice.</li> </ul>
<p><b>Learning from home</b></p> <p>Practical resources and guides to support students are available at the department's <a href="#">Learning from home hub</a>.</p>	<p><b>You can now</b></p> <ul style="list-style-type: none"> <li>Send your child/children to school one day a week.</li> <li>You are encouraged to keep your child at home for the rest of the week wherever possible.</li> <li>Check with your school to see which day of the week your child/children should attend.</li> <li>Use the school canteen and uniform shop where appropriate hygiene measures are in place.</li> </ul>	<p><b>You can now</b></p> <ul style="list-style-type: none"> <li>Send your child/children to school two days a week.</li> <li>You are encouraged to keep your child at home for the rest of the week wherever possible.</li> <li>Check with your school to see which two days of the week your child/children should attend.</li> <li>Use the school canteen and uniform shop where appropriate hygiene measures are in place.</li> </ul>	<p><b>You can now</b></p> <ul style="list-style-type: none"> <li>Send your child/children to school every day.</li> <li>Access community services run on school sites, where they are not restricted by Public Health Orders.</li> <li>Use the school canteen and uniform shop where appropriate hygiene measures are in place.</li> <li>Walk your child/children into and out of school while maintaining social distancing.</li> </ul>	<p><b>You can now</b></p> <ul style="list-style-type: none"> <li>Send your child/children to school every day.</li> <li>Participate in school excursions and inter-school activities.</li> <li>Use playground equipment at schools.</li> <li>Drop your child/children off at school as you would normally do.</li> <li>Participate in school based activities such as volunteering in classes and assemblies.</li> <li>Use services that usually operate at your school like canteens and other community run activities.</li> </ul>	
	<p><b>You must continue to</b></p> <ul style="list-style-type: none"> <li>Keep your child/children at home if possible.</li> <li>Support your child/children to continue learning at home.</li> <li>Communicate with your school via email and phone wherever possible.</li> <li>Follow the health advice and keep your child/children at home if they are unwell.</li> </ul>	<p><b>You must continue to</b></p> <ul style="list-style-type: none"> <li>Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.</li> <li>Maintain social distancing by avoiding gathering outside of school gates.</li> <li>Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.</li> <li>Support your child/children to continue learning at home on remote learning days.</li> <li>Communicate with your school via email and phone wherever possible.</li> <li>Follow the health advice and keep your child/children at home if they are unwell.</li> </ul>	<p><b>You must continue to</b></p> <ul style="list-style-type: none"> <li>Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.</li> <li>Maintain social distancing by avoiding gathering outside of school gates.</li> <li>Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.</li> <li>Support your child/children to continue learning at home on remote learning days.</li> <li>Communicate with your school via email and phone wherever possible.</li> <li>Follow the health advice and keep your child/children at home if they are unwell.</li> </ul>	<p><b>You must continue to</b></p> <ul style="list-style-type: none"> <li>Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.</li> <li>Maintain social distancing by avoiding gathering outside of school gates.</li> <li>Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.</li> <li>Support your child/children to continue to learn at home if they are required to learn remotely.</li> <li>Communicate with your school via email and phone wherever possible.</li> <li>Follow the health advice and keep your child/children at home if they are unwell.</li> </ul>	

## A managed return to school

Guidelines for families