WYNDHAM COLLEGE

"Working Together to Widen Horizons"

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Update on the Year 12 Graduation Ceremony & Formal 2020

Dear Parents and Carers

NSW Health has released COVID-19 Safety Plans which allow Year 12 formals and graduations at the conclusion of the HSC exams. The following guidelines apply to these special one-off events specified below from Thursday 12 November 2020. This is subject to change depending on the NSW Health advice of the day.

Year 12 Graduation Ceremony

Wyndham College will hold the Year 12 Graduation Ceremony on the morning of 13 November 2020. It will be held in the Hall starting at 8.30am and will be completed by 10.00am. Following is the information received from the Department of Education regarding the management of Graduation Ceremonies –

> Schools will need to plan and implement the following guidelines to ensure a COVID-Safe environment for all attendees:
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> - Ensure the school has a *Year 12 Graduation Ceremonies COVID-19 Safety Plan* and comply with the requirements within the plan specified for the event.
> - Maintain a record of names and contact details for all attendees including school staff and contractors for at least 28 days after the event. This record will only be used for the purposes of contact tracing for COVID-19 infections and are stored confidentially and securely.
> - All attendees are well and free of any flu-like symptoms.
> - Attendance at the ceremony will be subject to the capacity of the school venue to follow the 4 square metre rule for each person.
> - Singing and chanting during the event will not be allowed. The only COVID-Safe singing permitted is for a solo singer distanced at least 5 metres away from other people and not directly above the audience.
> - Students will need to bring their own pens if they wish to sign yearbooks.

Wyndham College will be graduating over 280 Year 12 students. In order for the College to comply with social distancing requirements, taking into account the number of students and the area within the hall, we sadly do not have enough space to accommodate parents and carers at the ceremony. We appreciate the significance of the Year 12 Graduation Ceremony to our families but we must abide by NSW Health and Departmental requirements. Whilst we regret you will not be able to

share the event in person, **we will be live streaming the entire event and recording** for later viewing.

Year 12 Semester Reports

Year 12 Semester Reports are usually given to students at the Graduation Ceremony, which in the past has been at the end of Term 3. Due to the delayed Graduation Ceremony, we feel it is important these Reports be given to students as soon as possible. Thus, as Year 12 will have timetabled classes during the first week of Term 4, their Semester 2 Reports will be distributed during this time. The Reports may also be collected any time during the HSC Examinations or will be presented at the Graduation Ceremony.

Year 12 HSC Tutorials

During the upcoming school holiday period, College Faculties will be providing tutorial sessions to support our Year 12 students as they make final preparations for their HSC exams. These will operate on a number of days at various times. The schedule for these sessions will be provided to all Year 12 students.

Year 12 Formal

Wyndham College's Year 12 Formal will be held on Friday 13 November 2020 - the same day as our Graduation Ceremony.

The new guidelines have meant the previous limit on the number of students permitted to attend has been lifted and the 4 square metre per person rule now applies. Fortunately, the venue booked for the Formal, the Australian Turf Club at Rosehill Gardens Race Course, has the capacity to cater for all of our students and staff.

Following are details of the new guidelines related to school formals –

Year 12 students will need to be aware of the following guidelines for school organised Year 12 Formals held within a school venue or on an external site. In these instances, schools must:

- Follow the latest NSW Health advice including any updates to the *Year 12 Formal COVID-19 Safety Plan* and comply with the requirements within the plan specified for the event.
- Limit attendance to Year 12 students and supervising staff only.
- If the venue has the capacity, the school can decide to allow the attendance of external visitors such as DJs, and photographers. The school will need to consider and follow the current safety guidelines, ensuring the venue has the capacity to maintain the 4 square metre rule for each attendee.
- Ensure there is no self-serve or buffet-style food service. If hospitality staff are engaged to serve food or take orders it is recommended that these staff wear a mask.
- Alcohol is not permitted.
- A maximum of 10 attendees per table.
- Students and/or guests will not be allowed to congregate or crowd in groups including when arriving or leaving the event.
- Dancefloors are allowed and should be held outside if possible. If a dancefloor is indoors, ensure it is well ventilated and with sufficient room for 1.5 metres physical distancing.

- Singing and chanting during the event is not allowed. The only COVID-Safe singing permitted is for a solo singer distanced at least 5 metres away from other people and not directly above the audience.

The current NSW Health and resultant Department of Education advice has changed the previous limits on students attending Formals. The College is again able to accept payment from students who had not previously paid a deposit. As advised in previous correspondence related to the Formal, mandatory course fees must be paid before final payments for the Formal can be accepted.

For students wishing to attend the Year 12 Formal, who have not as yet made any deposits/part payments, **please arrange to pay the full amount of $130.00 by the end of lunchtime next Thursday, 24 September 2020.**

For students who have already made a part payment but not competed full payment, please ensure all **outstanding balances are paid also by the end of lunchtime next Thursday, 24 September 2020.**

The College apologises for the short payment time frame but the nature of the challenges being managed has meant this is unfortunately unavoidable.

I hope to see as many of our students as possible attending and enjoying our celebrations to provide them with enduring happy memories at the completion of their school life.

Karen Smith
Principal