In the event of **School Closure during school hours due to COVID-19**:

* The Department of Education will close the school and require all students and staff to leave the school grounds as soon as practical **after the notification of a confirmed COVID-19 case which impacts the school.**
* In this situation, the office will **SMS** parents as per our normal messaging system and advise that students will need to leave the school grounds and/or be picked up immediately. We will also **email** parents and post this message on our **website**, on **Facebook** and **Instagram**. **NSW School Updates app:** [***https://education.nsw.gov.au/1/nsw-school-updates-app***](https://education.nsw.gov.au/1/nsw-school-updates-app)
* Should a parent wish to confirm the message that we are closing the school and sending students home then please **ring the school office (9208 7100)** for that confirmation or check our website or Social Media pages.
* Students will need to be **picked up from one of the various Nirimba Education Precinct locations** according to their surname (see table below) and Precinct map provided. A parent/guardian will need to show ID to the teacher at the pickup point and sign the register before taking students other than their own child.
* We cannot risk the community, so it is impossible for us to allow students to leave the grounds as a group and to travel home via public transport without social distancing measures explained and/or Personal Protective Equipment.
* Year11/12 students who have their own car will be permitted to drive themselves home, no other passengers will be permitted.
* Parents unable to pick up their child in this circumstance should contact the office to discuss alternative arrangements.

|  |  |  |
| --- | --- | --- |
| **STUDENT**  **SURNAME** | **ENTRY to Precinct via** | **CARPARK** |
| A - G | EASTERN Rd  (Main Entrance) | First street on left past security gate –  Ann Clark Ave |
| H – N | QUAKERS Rd  (PROCEED to driveway entrance to Precinct) | Pickup from carpark indicated on map |
| O - Z | QUAKERS Rd  (PROCEED to driveway entrance to Precinct) | Pickup from **Tradewynds Carpark** |

* **Once closed**, the school will be “deep-cleaned” and those people traced as “close-contacts” of the infected person will be contacted by NSW Health and advised to be tested for COVID-19 and to remain in isolation until clear. The rest of the school will be advised to return once the school is cleaned and ready to open. The date we resume will be posted on our website, Facebook and Instagram page and, again, we will SMS and email parents.
* **The school would normally be opened again in a day or two after the closure.**

I hope that we never need to activate these plans but in case we do, we will do so in an orderly and calm manner – looking after each other as we go.

*Karen Smith*

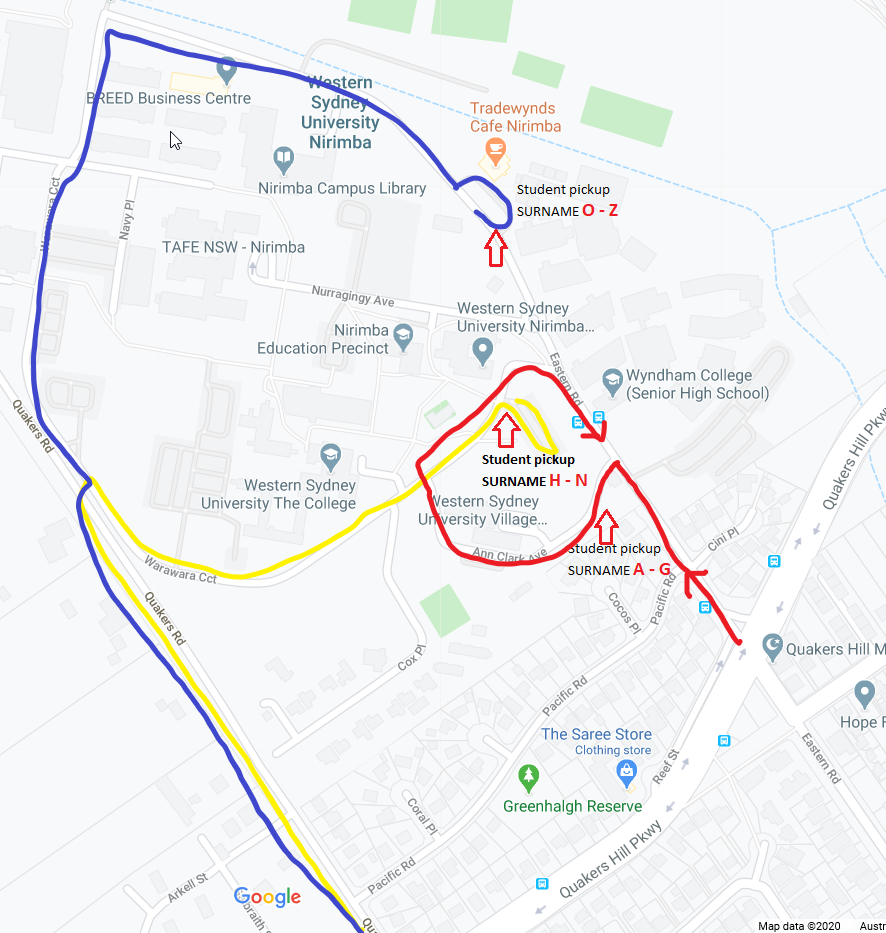
*Principal*

*Please keep this plan ready as a reference in case we need to activate it.*

*Please download the***NSW School Updates app:** [***https://education.nsw.gov.au/1/nsw-school-updates-app***](https://education.nsw.gov.au/1/nsw-school-updates-app)

***NB*** *Please use the same entry and exit gate to the Precinct*

**Quakers Rd entry and exit**

******