



Changes to the previous version are highlighted in yellow

## PART A CONTEXT

### 1 INTRODUCTION

Schools have an obligation to take all reasonably practicable steps to protect the health and safety of staff and students. Independent schools make decisions about these measures for themselves, using all available advice. At BMGS, these decisions are made on the basis of a risk assessment and after extensive risk management planning processes. The School's approach in deciding whether a safety measure is reasonably practicable depends on the likelihood of the risk eventuating, the severity of the risk, the state of knowledge on measures to address the risk, the suitability and availability of measures to address the risk, and the cost of implementing those measures. The School's assessment of risks may change when new information arises or when new advice is provided. The School may change its mitigation strategies at any point at the Headmaster's absolute discretion. It should be noted that school leaders are not doctors and rely on the knowledge of a lay person with the advice of NSW Health to reasonably interpret Public Health Orders and other relevant information.

The risk associated with infection of Coronavirus is higher with currently active variants than it was with the initial strain. In addition, some of the measures that were effective to reduce infections in 2020 are less effective now. Whilst many individuals in our community are now vaccinated the fact remains that vulnerable and unvaccinated individuals face the risk of serious illness from COVID-19. Finally, people on campus can have contact with a large group of people in a single day, which means that they are able to trigger or participate in a super-spreading event, a factor that multiplies the overall risk to our School community.

### 2 PURPOSE

This document outlines the approach our School will take in managing the ongoing risks associated with COVID-19. The approach outlined is compliant with all relevant current Public Health Orders and has been subject to a thorough process of risk assessment, informed by advice from NSW Health, the NSW Department of Education and Training and the Association of Independent Schools NSW.

The School recognises that the approaches adopted will be too conservative for some and not conservative enough for others. It recognises that some will feel comfortable with the protections the selected measures afford and others will not. The School also acknowledges that our implementation of these measures will be imperfect, more so where the compliance of students is concerned. Nonetheless, the School is convinced that these measures will satisfactorily mitigate the widespread risks that we have identified and will develop individual COVID-19 Risk Management Plans to manage more specific risks.

### 3 DURATION

This version of the Public COVID-Safety Information will remain active until an update is issued, the document is completely replaced by a new version or the document is withdrawn and not replaced.

## PART B THE RETURN TO CAMPUS

### 4 THE WIDE-SCALE RETURN TO CAMPUS SCHEDULE

As of 11 October 2021, the majority of schools in Greater Sydney (including the Blue Mountains) will be reclassified to Level 3 Plus, which means that students will return to school (with no mingling or on-site activities) in a staged manner. Due to the small size of our Junior School, our return to school varies from that of larger public schools. We will bring back students as whole Stages.

<u>Date</u>	<u>Government Recommendation</u>	<u>BMGS</u>
18 October	Kindergarten and Year 1	Pre-K, Kindy and Stage 1
25 October	all other year groups	all other year groups

Students in Year 12 and those completing their HSC are already welcome to learn on campus. From 25 October, they will have access to their teachers on campus if required.



## 5 UNTIL THE WIDE-SCALE RETURN TO CAMPUS

Stay-At-Home restrictions will still be in place in the Blue Mountains from the start of Term 4, 2021. NSW Health and the NSW Department of Education have continued to stress to the community the importance of keeping children at home, wherever possible, in order to minimise mobility and thereby stop the spread of the Coronavirus, however, the School remains open to students whose parents have decided that they need to attend.

### 5.1 Students at Home

- Teachers will remain focused on students learning from home.

### 5.2 Students on Campus

- The School will do all that it can to facilitate students learning online whilst at School.
- Junior school students who come to school will be supervised by Junior School educators as organised by the Head of Junior School.
- Senior School students who come to school will be supervised in the Senior LRC which will be open from 8:30am to 3:00pm and in the playground during Recess and Lunch times.

## 6 TERM 4 ACCESS TO CAMPUS

Throughout Term 4 the following restrictions apply and remain unchanged when students return to campus.

### 6.1 Parents

- Parents are excluded from Campus.
- Parents are asked to remain in or with their vehicle when dropping children off or picking up children.

### 6.2 Visitors

- All visitors, including contractors, will require the approval of the Headmaster, one of the Heads of School or the Business Manager.
- All visitors will be required to sign both in and out at one of our receptions or in the Maintenance area. During this sign-in process they will be asked if they live in an Area of Concern. If they do, they will be asked for evidence that they have been tested in the last 72 hours. An SMS or email from the testing provider will be considered sufficient evidence. The School does not need to see the test results. Any visitor who will not comply with this requirement will not be permitted to enter the campus and must be asked to leave until they are able to provide such evidence.
- All visitors will be required to adhere to all COVID-19 Safety requirements as articulated in this document and any relevant COVID-19 Safety Plan. The supervising member of staff is responsible for ensuring this takes place.
- Community groups are not permitted to access or use the School campus.

# PART C VACCINATIONS

## 7 MANAGING THE RISKS

The School is very aware of the risk to which unvaccinated persons will be subject whilst on campus. We are also very aware of the heightened risk unvaccinated persons, and persons that live with others that are unvaccinated, present to others in our School community. We have factored these risks into our assessment and planning processes as we determined the best strategies available to fulfil our duty of care and meet our Work Health and Safety obligations. We now plan to do all that is reasonably practicable to manage the risks we have identified. As we do so, we ask that students and families do the same and serve our community by making wise choices about where they go, the risks they take and whether they come to School afterwards.

## 8 STAFF VACCINATIONS

Under the Public Health Act 2010 and the Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2021 (23 September 2021) BMGS workers (unless medically exempted) must be fully vaccinated for COVID-19 or they may not carry out work on campus on or after 08 November 2021. This includes employees, contractors, peripatetic tutors and coaches. The Public Health Order also requires that the School take all reasonable steps to ensure that School employees comply with this law. It is important to note that there are no legal alternatives to vaccinations, not even Rapid Antigen Tests.

## 9 STUDENT VACCINATIONS

NSW Health encourages, but has not mandated, the vaccination of young people 12 years of age or older. Vaccines must be accessed through NSW Health facilities, pharmacies or private medical practices. The School has no plans to host a COVID-19 vaccination program for Primary aged children on site, nor are we aware of any school doing so. If we were to do this at any stage in the future, informed consent would be sought from parents or carers before any vaccine is administered.

Parents should be aware that schools may request COVID-19 vaccination status information about children in the same way that they require information about other vaccinations. The School has elected not to do this in 2021.

## **10 PARENT VACCINATIONS**

The School is not entitled to information in relation to the vaccination of its students' parents.

## **11 VOLUNTEER VACCINATIONS**

Parents are not permitted on site, however if volunteering for a School activity they are classified as a 'worker.' The only conditions they will be permitted to volunteer is if they provide evidence of having received two doses of a COVID-19 vaccination. Individual volunteers will be advised how they might provide an appropriate type of evidence if relevant.

# **PART D STUDENTS WHO REMAIN AT HOME**

## **12 STUDENTS WHO REMAIN AT HOME**

The School will do all that it can to ensure that students who do not return to campus with their cohort can continue to learn, access the care of BMGS staff and feel included, as much as is possible, in the life of the School.

As a minimum the following measures will be implemented.

### **12.1 Family Liaison**

Family Liaison staff will continue to check in with any family with students remaining at home at a frequency that meets the family's needs.

### **12.2 Pastoral Care At Home**

Pastoral care for students at home will be maintained as for students on campus

- Junior School teachers will touch base with each student remaining at home via Zoom at least weekly.
- Senior School tutors will include students remaining at home in their Tutor Groups as a matter of priority and touch base with each one personally at least weekly.

### **12.3 Learning From Home**

Students who remain at home will continue to access their lesson content as they did in Term 3, via Mezzo and/or the relevant online learning platform. They will be included in live lessons via Zoom or other online means where relevant and manageable for teachers.

- Junior School teachers will include students at home in their orientation to the day. In addition, they will provide all lesson content to all students, including those at home, via the means already established for Term 3, 2021.
- Senior School teachers will include students at home for specific learning activities where they consider it relevant and manageable. In addition, they will provide all lesson content to all students, including those at home, via Google Classroom.

# **PART E COMING ON CAMPUS**

## **13 COVID-LIKE SYMPTOMS**

Anyone with even the mildest cold or flu symptoms are expected to stay home and be tested for COVID-19.

## **14 VISITOR'S SIGNING IN**

Three QR Codes have been set up for the School; one for each campus.

14.1 All adult visitors on a given campus (including parents, but excluding drivers at kiss and drop points) will be required to register, both in and out, even when moving between campuses, via:

- QR Code with the Services NSW app, or
- the sign-in sheet at the relevant reception.

14.2 QR Codes and sign in sheets are located in the following locations and others as required.

- All receptions
- Maintenance, ICT and SLRC

## **15 RAPID ANTIGEN TESTS**

The School does not see a place for Rapid Antigen Tests in our COVID-Safety practices at this time. Nonetheless, the School will continue to consider the role they may play in our future COVID-Safety regime.

# PART F BEING ON CAMPUS

## 16 SOCIAL DISTANCING

All persons on campus are expected to:

- 16.1 avoid close personal contact (such as hugging and shaking hands);
- 16.2 ensure they provide a social distance of 1.5m between all adults and Senior School students;
- 16.3 provide as much social distancing as possible between Junior School students;

To facilitate this social distancing all indoor spaces, including classrooms and areas where staff or students may congregate will be signposted with information about the maximum number of people allowed to be in that area at any given time. For the time being the 4sqm rule applies to all inside spaces.

In addition, the School will apply the following restrictions on gatherings, as specified by the Public Health Order.

- 16.4 Indoor areas - the 4sqm Rule provides a maximum occupancy for formal gatherings in a space.
- 16.5 Outdoor areas - maximum of 50 persons or fewer if the 2sqm Rule provides a lower maximum occupancy.
- 16.6 Larger outdoor events may only be held if managed as a 'controlled public outdoor gathering.'

## 17 STUDENT INTERACTIONS

The Public Health Order requires that schools reduce, as much as is possible, physical interactions between students.

### 17.1 Cohorts

Students will be kept in well-defined cohorts that will be kept from interacting with each other and, where possible, using the same spaces.

- Junior School – Springwood One single cohort
- Junior School – Wentworth Falls Two cohorts – Early Learning (Pre-K to Year 2) / Primary (Stages 2 & 3)
- Senior School Four cohorts – Stage 4 / Stage 5 / Year 11 / Year 12

### 17.2 Out of School Hours Care and Vacation Care

The School's OSHC and Vacation Care services will operate subject to the same COVID-Safe practices as the remainder of the School. However, keeping children in age cohorts is not required or considered practical in these services and so BMGS OSHC and Vacation Care services will operate as a single cohort. This is considered preferable to parents accessing an OSHC service elsewhere and BMGS students mixing daily with students from other Schools.

### 17.3 Before School and During Lesson Breaks

Before School and during Recess and Lunch breaks, when the weather is fine, students are not to access the foyers or corridors of any buildings, but remain outside in the following areas. In inclement weather students will be required to access the inside spaces indicated.

- Springwood Junior School students are one cohort and have access to the whole campus, as usual.
- Wentworth Falls Junior School students in Pre-K to Year 2 will spend their time in the main quadrangle. During inclement weather students may use the Early Learning Foyer and Central Learning Area.
- Wentworth Falls Junior School students in Years 3-6 will spend time on the Junior School Oval. During inclement weather students may use Coote Hall and the Primary Corridor.
- Year 7 and 8 are to use the lawns outside the Kings Conservatorium and Short Building (that include the table tennis tables) as well as the main School Quadrangle (the Oak Trees). During inclement weather they may access the Art and Design Foyer.
- Years 9 and 10 are to use Coorah Lawn. During inclement weather Year 10 may use the Pitt-Owen Building central space (downstairs only) while Year 9 access the Short Building.
- Year 11 are to use the (larger) Bartlett Lawn and Basketball Court carefully maintaining social distance from Year 12 students and canteen area. During inclement weather Year 11 may access the Bartlett Building.
- Year 12s onsite for HSC preparation are to use the (smaller) MacLaurin Lawn carefully maintaining social distance from Year 11 students. During inclement weather Year 12 may access the MacLaurin Building.

### 17.4 Libraries

The Junior Library Resource Centres will only open for students when supervised.

The Senior Library Resource Centre will:

- not be used by teachers and their classes;
- remain open for Year 12 students to study at the Eastern end of the building and in the study rooms;
- remain open for Year 11 students to study at the Western end of the building; and
- remain open for Stage 5 distance education students to study in the central corrals.

### 17.5 Sports Centre

The Sports Centre will not be open before or after School. During Lunch breaks the Sports Centre will remain open for students in cohort groupings.

- Monday and Wednesday – Years 7 and 8
- Tuesday and Thursday – Years 9 and 10
- Friday – Year 11

### 17.6 Access to Lockers

Senior School students may access their lockers, taking care to maintain social distancing. Lockers will be redistributed into cohort, rather than House, groupings to maintain separation of cohorts. The lockers of students who have not returned to campus will remain untouched.

### 17.7 Access to Lockers

Senior School students may access their lockers, taking care to maintain social distancing.

Lockers will be redistributed into cohort, rather than House, groupings to maintain separation of cohorts. The lockers of students who have not returned to campus will remain untouched.

Bartlett (Year 11) and Pitt-Owen (Year 10) lockers have been assigned in accordance with the allocation of break-time localities. The bulk of the lockers in the Art and Design corridor will be assigned to Stage 4 and Year 9 with a separating barrier between cohorts. Stage 4 may access their lockers through the Art and Design Foyer only. Year 9 may only access their lockers through the double doors to the Art and Design Corridor closest to the Uniform Shop.

### 17.8 Canteen

Senior School students may access the Canteen at the following times.

Monday	Recess	Years 7 and 8
	Lunch 1	Years 9 and 10
	Lunch 2	Years 11 and 12
Tuesday	Recess	Years 9 and 10
	Lunch 1	Years 7 and 8
	Lunch 2	Years 11 and 12
Wednesday	Recess	Years 7 and 8
	Lunch 1	Years 9 and 10
	Lunch 2	Years 11 and 12
Thursday	Recess	Years 9 and 10
	Lunch 1	Years 7 and 8
	Lunch 2	Years 11 and 12
Friday	Recess	Years 7 and 8
	Lunch 1	Years 9 and 10
	Lunch 2	Years 11 and 12

Students will be required to adhere to the following safety protocols when in the Canteen area.

- Only those students purchasing food may enter the Canteen area.
- Students must observe a cattle race system and strict social distancing.
- Students must return to their cohort area directly after they have been served.

### 17.9 Uniform Shop

The Uniform Shop will be open for click and collected orders during Term 4, 2021.

- The Uniform Shop Manager will process orders from the Shop on Mondays and Tuesdays.
- Senior students can access the Uniform Shop (one at a time) to purchase items or place orders.
- Others may place orders by:
  - calling the Uniform Shop Manager on (02) 4757 9004, or
  - email to [uniformshop@bmgs.nsw.edu.au](mailto:uniformshop@bmgs.nsw.edu.au)
- Orders can be collected from the any one of our Reception Areas.
  - Junior School students may collect orders at the Reception area of their campus.
  - Senior School students may collect orders at Senior School Reception.
  - Parents may not access the campus to collect orders.
- We hope that the Uniform Shop will be able to open for extra days between the end of the 2021 school year and the start of 2022 school year (details to be provided at a later date).

## PART G ACTIVITIES ON CAMPUS

### 18 FACE-TO-FACE LEARNING ACTIVITIES

Classroom learning activities will be designed to reduce physical interactions and enable appropriate social distancing.

### 19 SENIOR SCHOOL EXAMINATIONS AND ASSESSMENTS

- 19.1 Assessments, including examinations, will continue in accord with the School's academic calendar.
- 19.2 Should individual assessment tasks be modified to accommodate COVID-safe guidelines, students and parents will be notified well in advance and a 'no-disadvantage' test applied.

### 20 PHYSICAL EDUCATION ACTIVITIES

Physical activity is permitted within existing PDHPE classes according to the following guidelines.

- 20.1 Mixing of student cohorts is not permitted.
- 20.2 Activities will be designed to keep students separated and facilitate social distancing. They may focus on individual practice to promote the development of movement, interpersonal and self-management skills. They may also be modified games or other activities designed to develop personal fitness.
- 20.3 Students are encouraged to bring a special 'exercising mask' to use or an additional clean mask so they can change it after physical activity, if soiled or wet.

### 21 ACTIVITIES NOT PERMITTED

The following activities will not be permitted during school hours and on the School's campuses.

#### 21.1 Inter-school gatherings

- interschool activities and events including interschool sport, gala days, trials, knock outs and carnivals
- on-site transition and orientation programs

#### 21.2 Out-of-school activities

- excursions, camps, field trips

#### 21.3 Community gatherings

- performances, productions, concerts, speech nights and award presentations
- community events (fetes, grandparents' days etc.)
- P&F meetings

#### 21.4 Large School gatherings

- assemblies
- emergency drills

#### 21.5 Sport Activities

- including intra-school, ISA sport and other inter-school sports

#### 21.6 Activities in the Arts

- bands and other music ensembles
- singing, chanting, group repetition and choirs (except for HSC preparation and for the purposes of necessary assessment approved by the Curriculum Supervisor)

#### 21.7 Other Activities

- school holiday / vacation care programs
- community use of school facilities

## PART H PERSONAL HYGEINE

### 22 FACE MASKS

#### 22.1 Senior School Students and Adults

All Senior School students (even if still 12 years old) and adults on campus are expected to:

- have a mask or face covering with them at all times.
- wear a mask or face covering whilst indoors whether alone or with other people.
- refit their mask immediately after the reason for its removal no longer applies.
- remove their mask only when required for safety, extreme physical exertion or eating and drinking.

Where a student is found not wearing a mask by a member of staff (even after eating or exercising) a reminder will be provided and the student supervised in fitting their mask. If this cannot be achieved, the student will be sent to sick bay and sent home.

Students who prove themselves unable or unwilling to comply will be required to resume home learning for a set period at the School's discretion.

#### 22.2 Junior School Students

Appropriate face masks or face coverings are strongly recommended by NSW Government. Parents are asked to have a conversation with their child in relation to their expectations of the children whilst they are at School. Teachers and educators will suggest students wear masks and remind them to do so but will not insist.

#### 22.3 Exemptions

The Headmaster may grant an employee or Senior School student an exemption to the requirement to wear a mask or face covering where that person has a formal medical exemption.

- Generally, evidence must be provided prior to coming on campus. For staff, this must be arranged the previous working day at the latest.
- Evidence must be in the form of:
  - a medical certificate or other written evidence signed by a registered health practitioner or a registered NDIS provider, or
  - a statutory declaration by one of the student's parents.
- Evidence must demonstrate:
  - that the person has an illness, condition or disability, and
  - the illness, condition or disability makes wearing a fitted face covering unsuitable, and
  - the person's name and place of residence.
- The School may impose conditions on the person's entry to the campus or their engagement with others whilst on campus.

### 23 PERSONAL HYGIENE

At the beginning of each lesson, students will be expected to publicly sanitise their hands. The School will continue to supply hand sanitiser in all learning spaces. Students are welcome to bring their own should they prefer to do so. In addition, all persons on campus are expected to:

- 23.1 wash their hands regularly and/or use hand sanitiser throughout the day;
- 23.2 cough or sneeze into their elbow; and
- 23.3 dispose of tissues and other personal use items immediately into the bin.

### 24 COVID-LIKE SYMPTOMS

#### 24.1 Underlying Conditions

Any person with an underlying illness that gives rise to COVID symptoms must provide the School with a doctor's certificate that describes the symptoms and assures the School the symptoms are not evidence of COVID-19 or any other transmissible infection.

#### 24.2 Stay At Home

Anyone with even the mildest cold or flu symptoms is expected to stay home and be tested for COVID-19.

#### 24.3 Obvious Symptoms

Students presenting with any COVID-related (cold or flu) symptoms will be immediately sent to sickbay and isolated in a separate room/space until they are able to go home. Parents are asked to ensure that someone is available to pick up their child at short notice to reduce the risk to BMGS First Aid staff under such circumstances.

#### 24.4 Prior to Returning to School

Prior to returning to School after an illness with COVID symptoms, students are required to:

- provide a copy of their negative COVID-19 test result; and/or
- provide a medical certificate that states they do not present a risk to others; and/or
- isolate for 10 days and be symptom free upon return.

Copies of negative COVID-19 Test results are to be given to one of our receptionists.

Where students provide a copy of a negative COVID-19 Test but continue to present with symptoms (e.g. where an individual experiences hay fever), they may be required to provide a medical certificate.

## **25 EATING AND DRINKING**

25.1 Students on campus are required to:

- not share food and drinks;
- eat and drink outdoors wherever possible;
- only eat with other people when outdoors;

25.2 School bubblers may not be used. Students are encouraged to bring their own water bottles with their name clearly marked and may re-fill them at various locations around the School.

## **26 EQUIPMENT HYGIENE**

26.1 The School will sanitise all high touch surfaces each evening, after the school day concludes.

26.2 All frequently touched surfaces, door handles, light switches, handrails, School equipment used, desks and the tops of chairs will be disinfected:

- at the beginning and at the conclusion of all Senior School lessons (students to clean with the resources placed in each space); and
- if students move classrooms (teacher/educators to clean, with the assistance of students where possible, using the resources placed in each space).

## **27 ROOM VENTILATION**

Where possible, the School will take measures to maximise ventilation and airflow in rooms. This will make it more difficult and, in some cases, impossible to cool classrooms. All students should dress appropriately based on the temperature. Where this will require a departure from the student dress code, permission will be provided by the Head of School.

# **PART I TRANSPORT**

## **28 TRANSPORT**

All students are encouraged to use private transport rather than buses or trains to reduce the probability of introducing the Coronavirus to their family or our School community.

### **28.1 Cars**

In relation to transport in cars, the School asks that students only travel in vehicles with other students in accordance with the Public Health Order. We also request that families not introduce students from other families into their vehicle where it would cause the mixing of BMGS cohorts.

### **28.2 Buses and Trains**

In relation to communal transport:

- the School's bus services will commence operating on 18 October 2021 (where required);
- Senior School students must wear masks on buses and trains;
- Junior School students will be encouraged to wear masks on buses and trains;
- all students are asked to be conscious of social distancing and personal hygiene while using communal transport and should sanitise their hands upon entry and exit.



## 29 PLANS FOR YEAR 12

The following key dates are relevant for Year 12 students, their families and our School community.

- Wednesday 6th – Friday 15th October Focused HSC Preparation Seminars  
Students preparing for their HSC will be welcome to attend the Senior School campus for individual or small group study in the SLRC from the beginning of Term 4. In addition to the requirements of this document, students returning for this purpose will be required to adhere to the following requirements.
  - Full Summer Uniform is to be worn.
  - REMINDER - masks are to be worn inside.
  - REMINDER - students are to ensure 1.5m social distance.
- Monday 25th – Thursday 28th October Face to Face Sessions with teachers
- Friday 29th October Year 12 Meeting with HSC Supervisors
- Friday 29th October Year 12 Farewells
- Monday 1st – Monday 8th November Study Leave
- Tuesday 9th – Thursday 2nd December HSC Examinations
- Monday 6th December Celebrations and Formalities throughout the day  
Combined Valedictory Assembly/Graduation and Dinner
- Tuesday 7th December Year 12 Formal

## 30 LIBRARY STUDY

### 30.1 Accessing the SLRC

For access to the SLRC Year 12 students are to:

- park in the Pitt Park public car park or otherwise arrive at the School;
- walk directly to the SLRC without gathering or mingling *en route*.

### 30.2 In the SLRC

The Senior Library Resource Centre will:

- not be used by teachers and their classes;
- remain open for Year 12 students to study at the Eastern end of the building and in the study rooms;
- remain open for Year 11 students to study at the Western end of the building; and
- remain open for Stage 5 distance education students to study in the central corrals.

### 30.3 During Breaks

During Recess and Lunch breaks:

- the SLRC will remain open for Year 12 students only, but no food or drink (apart from water) is permitted.
- Year 12 students may also use the (smaller) MacLaurin Lawn for meal breaks, carefully maintaining social distance from nearby Year 11 students. During inclement weather they may access the MacLaurin Building.

## 31 HSC EXAMINATIONS

### 31.1 Venue

HSC Examinations will be conducted at the Wentworth Falls Senior School Campus in Cuff Hall, with Special Provisions being provided in the Residence. If an alternative venue is required, HSC Examinations will be held in the Hall (Springwood Junior School Campus).

The following precautions will be taken in the preparation of each examination venue:

- Venues will have adequate ventilation.
- Desks will be spaced throughout the examination venue to maximise social distance (minimum 1.5m).
- Each student will have their own nominated desk (marked with their student number) to be used throughout the Examination period.
- Personal hygiene supplies will be made available.

### 31.2 Accessing the Venue

The following protocols have been designed to keep Year 12 students separate from the community of the School in an effort to reduce the likelihood of viral transmission and candidates missing any of their HSC examinations.

For access to Cuff Hall students are to:

- park in the Pitt Park public car park or otherwise arrive at the School;
- walk to Cuff Hall via the rear ring road on the outside of the campus, around the back of Art and Design and the SLRC; and
- arrive at the Bartlett basketball court no more than 20 minutes prior to the commencement of any examination.

For access to the Residence students are to:

- park in the Pitt Park public car park or otherwise arrive at the School; and
- walk to the Residence arriving no more than 20 minutes prior to the commencement of any examination.

### 31.3 Screening Prior to Examinations

Students will arrive at the examination venue no more than 20 minutes prior to the commencement of any examination and are to proceed directly for screening and sign-in. The screening will consist of students being asked the following questions:

- Do you have any flu-like symptoms? These may include fever, cough, sore throat, shortness of breath, loss of taste or loss of smell.
- Have you been required to self-isolate by NSW Health?
- Have you had a COVID-19 test and not yet received a negative result?
- Is there currently anyone in your household who has any flu-like symptoms, who has been required to self-isolate or who has visited a venue of concern?

If a student answers YES to any of the above questions, the School will decide whether or not the student will be required to be isolated or sent home and required to undertake a COVID-19 test.

### 31.4 Waiting

Once screened and signed in, students will wait in alphabetical order by surname in the designated waiting area (Bartlett basketball courts and the lawn outside the Residence).

### 31.5 During Examinations

During examinations the following safety guidelines will be adhered to.

- The Chief Presiding Officer/Examination Supervisor will direct students to disinfect desks and chairs before each examination and to dispose of the wipe appropriately.
- Students will enter and exit the examination venue via marked ingress/egress.
- Students must maintain a 1.5m social distance from staff and from each other at all times.
- Students will wear masks at all times before, during and after each examination unless they have been provided with an exemption by the Headmaster.
- Students will not be permitted to borrow or share stationery or other supplies.
- When a student needs to use a bathroom, the Chief Presiding Officer/Examination Supervisor will accompany them to the door.

If a student displays COVID-related symptoms:

- the Chief Presiding Officer will notify the Headmaster/Delegate immediately; then
- the Headmaster will make the decision on whether a student will be required to leave the examination to be tested for COVID-19.
- If this occurs, the School will require the student to provide evidence of a negative COVID-19 test prior to returning to School.

### 31.6 After Examinations

- The Chief Presiding Officer/Examination Supervisor will direct students to disinfect desks and chairs after each examination and to dispose of the wipe appropriately.
- The Hygiene Marshall will ensure that desks and chairs are cleaned appropriately.
- The Chief Presiding Officer/Examination Supervisor will direct students to leave in small groups and to maintain social distance. Students will leave the examination venue via marked egress
- Upon release students may remain in the venue 'waiting area' briefly and must then make their way either:
  - off campus via the same route that they entered;
  - to the small MacLaurin Lawn; or
  - directly to their designated area in the SLRC to undertake further study.
- Desks and chairs will be disinfected again by cleaners at the end of each day.