

**Principal's Report for the School Board
Term 1, Week 4 2022**

Welcome back to all members for our 2022 school year and welcome to our new members. You are all an integral component of our school community, our decision-making processes to drive the school improvement plan and the delivery of our school targets. We are very appreciative of your support and positive endorsement of our school across the wider community.

Enrolment Numbers

This year on our census day, we finalised our enrolment as 1025 students, which is 10 students less at the same time in 2021. As forecasted, our numbers will slowly decline now over the coming years, as Honeywood Primary School, Hammond Park Secondary College and the surrounding area continues to develop. We have taken one less Kindergarten class this year; however, we have gained more students across the other year levels.

We purposely created a school structure with reduced class sizes this year. This is so that we can create the preconditions for optimal learning environments for our students and their teachers; however, we are also being mindful that we may need to accommodate increased numbers with state borders opening from early March, potentially resulting in an influx of enrolments into the school.

New Teaching Staff

This year, after running a teacher recruitment process early in 2021, many of our fixed term teachers, who were acting in positions for long-term permanent staff on leave, were able to again receive a new fixed term contract for 2022. We have also attracted some experienced and high-quality educators to our school for the new school year!

We have welcomed to Aubin Grove for 2022:

- Teresa Artemis- PP
- Lisa Tran- Yr 1
- Abbie Lee- Yr 2
- Shannon McCarroll- Yr 2
- Sarine Sayegh- Yr 2
- Chelsea Tiernan- Yr 3
- Jessie List- Yr 2/3
- Gary Wesley -Yr 4
- Dylan Cox – Yr 4
- Jessica Moore- Yr 5
- Sarah Chapman- Yr 5
- Sam Nicholas- Yr 6
- Marianna Tabain- Health Specialist
- Shelley Taylor- Senior Psychologist- Year 5 and 6

We welcome our new staff to our school, and they have been undertaking a very comprehensive induction process, since December last year. In addition to our distributed leadership team structure to provide support and mentorship, we hope that they will all feel welcomed as they transition into their new school and classrooms for 2022.

School Development Day 2022 'prepping for the year ahead'

Due to the escalating Omicron situation in Western Australia, the administration team decided in the week prior to the SDD that the pre-planned team building day at Point Walter needed to be put on hold, due to the high risk of transmission across the staff. The agendas for both days were suspended as we gave time to brief the staff on how the school year would commence, managing the introduction of COVID into our school community. To provide the staff with reassurance, the teams utilised the time to plan four weeks of purposeful teacher relief plans for continuity of the classroom programs, in addition to the teams prepping another four weeks of remote

learning for the Seesaw and Google Classroom platforms. In allowing this space for preparation, teaching staff could commence the year, focussing on the transition of their students into the classroom, not worrying about what is potentially to come.

COVID Response Planning

It has certainly been an interesting few weeks for all in the education space, commencing our state's Omicron journey, and the staff have all been amazing at continuing on so professionally, even when faced with uncertainty, both in their professional and personal lives.

The administration team has been watching the situation closely over the past four weeks unfolding in other schools. Learning from their experiences, we have been exploring all options to ensure that we can continue with the operation of the school when we are dealing with positive cases. We understand that we cannot totally eradicate the chance of the virus entering into our school community, but what we are trying to avoid is the requirement to bring in relief teaching and administration teams when large numbers of our staff eventually need to stay at home, either due to being unwell or needing to be tested or isolate. I strongly feel that to keep the positive school culture and vision alive, we need to keep as many of our staff at school, for as long as we can.

In all of our thinking, our most precious, our children need to be prioritised in all of our decision-making processes. What has been so heart-warming to witness since the commencement of the term is that the majority of our children are just busy getting into their new routines, making new friends and bonding with their teachers. COVID isn't front and central on their minds, like it is for us adults, and they are just enjoying being kids. That's the way we all want to keep it!

All schools were given a directive at the end of Week 1 of Term 1, from the Director General, based on the instruction from the Chief Health Officer. We have now been instructed to commence with restricting in school gatherings and groups of people congregating together, to minimise the number of people impacted by a positive case.

Continuing the Operation of School Functions- Administration and Support Staff

- The administration team will divide into teams so that we can cover for each other when a team cannot function at the school (ie all unwell, all needing to isolate etc.) Our current arrangement would almost guarantee that the entire admin team would be wiped out should there be a positive case and this would be detrimental to the running of the school.
- Donna P, Dianne P, Latisha, Jodie, Kathryn and Larna will stay in the front offices. Team A will also include Susan and Emily to work in Therese's office with door shut and away from public and students due to their pregnancy.
- Mesha and Therese will work from Mesha and Deputy Office.
- Lynna and Donna will work from LC3 office so they can support their line management teams.
- Rui and Nicola will work from the Conference Room to be close to their teams.
- Amberlie, Shelley and Michelle will work from the staffroom.
- Marvin will continue to work from the IT space in LC4 until he is advised to not come onto site.
- Gwen will stay in her office in LC2.
- Clare will stay in her office in LC1.
- Ros will work in the LC3 office on Thursday and Friday.
- A critical incident in the school requiring all administration will supersede this directive as our children and school community always come first.

Continuing the Operation of School Functions- Teaching Staff

- The teaching staff can no longer meet in a whole group scenario or in common areas until further notice.
- To continue building collegiate rapport and team spirit the best we can, we will split the school down the middle. Kindergarten to Year 3 on the western side and Years 4-6 on the eastern side. This will support contact tracing and any decisions being made about how to continue the running of the school with a positive case or outbreak.
- Teacher duty will continue as outlined in the Term 1 timetable, as it is outside with minimal physical contact with students.
- Donna Jones, being the Year 3 deputy will be one of the few staff members that will need to cross over to both sides, but she will stick with the Year 3 and 2/3 classroom areas only. Again it will just minimise the numbers of staff moving around the school.

- We have set up kettles, microwaves from the staffroom and break supplies into the wet areas, in lieu of the staffroom facilities so smaller groups of staff in the same year levels can still meet up and connect.
- Staff have been instructed to use the bathroom facilities closest to their teaching area.
- Library- teacher resources and photocopiers before and after school only. Only one year level a day is permitted to visit the library to keep a year level cohort together. This gives the library a chance to be cleaned and ventilated overnight.
- All meetings will now be held as a Google Meet, so all staff can stay in their designated areas.
- Staff will phone through, send a Hangout or email a staff member a message, rather than visiting in person. This includes requests to the front office staff.

Health and Hygiene for Students

- Students will eat in their classrooms 10-15 minutes before the break with the teacher and then wash hands or sanitise after they have finished. At the usual break times, they can then just straight to play in the cohort areas.
- If a child is unwell, they must be sent up to the office immediately to be sent home. Omicron is appearing in some children as gastro like symptoms, unlike the common knowledge of a sore throat, runny nose, respiratory difficulties.

School Events

- Until we are otherwise notified, we have been advised to not hold events no larger than single classrooms.
- Assemblies will be postponed. Each Tuesday after lunch, Head Boy and Girl will do their speech to the whole school via the PA and Faction Captains will announce Snack Shack vouchers and faction points. The merit awards will still take place, as per the designated Year group whose assembly was meant to be held for the week, with the deputy presenting these in class. Classroom teachers can post a photo of this award being presented via classroom Seesaw or Connect page for the parents.
- No excursions for now.
- Parent information evening scheduled for Weeks 3 and 4 will now go home to parents as a brochure and slide show.
- Parent 1:1 Interviews scheduled for Week 6 at this point in time will be telephone conference, unless otherwise notified by Department of Ed.
- Camp cannot currently go ahead. Possible reschedule?
- Swimming in Term 2 can still go ahead but this could change in the coming weeks.
- Choir cannot commence until further notice.
- No parent roster help in classrooms for Term 1. This will be reviewed this for Term 2.

Remote Learning and Work Packages

This information was released to parent late last week to accommodate all of the potential scenarios for home learning that will begin to escalate over the coming weeks.

Aubin Grove Primary School 'Open for Learning' Plan 2022

Notification to the Community Process			
<p><i>When the school administration is made aware that there is an unconfirmed positive case in the community, notification will be sent to families using the following channels.</i></p> <ul style="list-style-type: none"> A SMS message will be sent to all families informing them of an unconfirmed positive case in the school community (please note; there is usually a delay between the school knowing about a case, before the Department of Health can confirm) A Connect post will be sent to all families to inform them of an unconfirmed case. A more specific course of action Connect post will be sent to the families of those students and staff who are deemed to be close contacts once advised by the Department of Health. A follow up Connect post will be sent to all families based on the advice from the Department of Health to communicate the course of action taken. 			
Continuity for teaching and learning through a remote learning environment	Individuals/ Small Groups Required to Isolate	Whole Class Required to Isolate	Whole School Closure
	<ul style="list-style-type: none"> STEP ONE- Please contact the front office reception on 6174 6500 or via email AubinGrove.ps@education.wa.edu.au to inform the school of your child's situation. Our 'Open for Learning' coordinator will make contact within one day to source information about each individual situation and to prepare for the one-week home learning requirement. Kindergarten to Year 3 will use the Seesaw app and Years 4-6 will use their individual Google Classroom platform. All students in Years 4-6 have access to their Google Classroom. The coordinator will be given direct access of the classroom platforms to support the remote learning and to take the workload from the classroom teacher for the isolation period. 	<p>Teacher Well and Asymptomatic</p> <ul style="list-style-type: none"> All students and teacher will continue to work from home using their online platform for learning. Kindergarten to Year 3 will use the Seesaw app and Years 4-6 will use the Google Classroom platform. All students in Years 4-6 have access to their Google Classroom. Please note: the online learning timetable will be different to the usual classroom timetable. <p>Teacher Unwell or Symptomatic</p> <ul style="list-style-type: none"> If the classroom teacher is unwell, a relief teacher will be placed as the classroom teacher for the online learning environment, using the platform already determined for each year level. All teachers in their teams have created and have access to a four-week relief program which will be commenced at a date and time determined by the deputy principal. The classroom's deputy principal will inform the families of students in the classroom the relief teacher, contact details and when online learning will commence. 	<ul style="list-style-type: none"> Whole school 'Open for Learning' plan will be activated. Communication from the Principal via Connect and SMS Outreach, after instruction from Director of Education and Department COVID Response team. All teachers in their teams have created and have access to a four-week program which will be commenced at a date and time determined by the administration team. Kindergarten to Year 3 will use the Seesaw app and Years 4-6 will use the Google Classroom platform. All students in Years 4-6 have access to their Google Classroom.
Communication	<ul style="list-style-type: none"> The coordinator will be the main point of contact for the period of isolation. Classroom teachers will be cc'd into any email communication between the parent and the coordinator. 	<ul style="list-style-type: none"> Classroom will be informed via communication from the Principal via Connect and SMS Outreach, after instruction from Director of Education and Department COVID Response team. Teacher will initiate the online learning through their classroom Connect page to contact families about the date, time, learning timetable and beginning 	<ul style="list-style-type: none"> Community will be informed via communication from the Principal via Connect and SMS Outreach, after instruction from Director of Education and Department COVID Response team.

		<p>instructions as to how the online learning will commence.</p> <ul style="list-style-type: none"> If the classroom teacher is unwell, families will be informed by the classroom's deputy principal, whilst relief teacher prepares for the online learning environment. 	
Family Support	<ul style="list-style-type: none"> The coordinator will be the main support for families during the period of isolation. Contact the coordinator through phoning 6174 6500 and direct email and phone details will be provided from this point. 	<ul style="list-style-type: none"> The classroom teacher, deputy principal or relief teacher will be the main support for the period of isolation. 	<ul style="list-style-type: none"> All students have taken home a purple envelope to be stored in a secure location with instructions for parents to access remote learning. Envelopes have been supplied with basic stationery to support the home learning environment.
Hard Copy Provisions	<ul style="list-style-type: none"> Families who do not have access to online learning are to contact the coordinator. A hard copy pack will be made available by the coordinator and will be left in a designated space for parent to collect 	<ul style="list-style-type: none"> Families who do not have access to online learning are to contact their classroom teacher. A hard copy pack will be made available and will be left in a designated space for parent to collect 	<ul style="list-style-type: none"> Families who do not have access to online learning are to contact their classroom teacher. A hard copy pack will be made available and will be left in a designated space for parent to collect.
Accessing a school loan device	<ul style="list-style-type: none"> Students who loan a device from the school can use this device in the home learning environment. Parents will need to complete a loan form and return a screen shot of this to michelle.martin@education.wa.edu.au Organisation for device to be picked up by parent can then proceed. 	<ul style="list-style-type: none"> Students who loan a device from the school can use this device in the home learning environment. Parents will need to complete a loan form and return a screen shot of this to michelle.martin@education.wa.edu.au Organisation for device to be picked up by parent can then proceed. 	<ul style="list-style-type: none"> Students who loan a device from the school can use this device in the home learning environment. Parents will need to complete a loan form and return a screen shot of this to michelle.martin@education.wa.edu.au Organisation for device to be picked up by parent can then proceed.
Reasons for COVID absence	<ul style="list-style-type: none"> If your child is COVID positive and unwell they are not expected to complete online learning. Please contact the classroom teacher through Connect or direct email by 9am so they can be recorded under the correct absence code. They will be recorded as sick for the seven-day period. 	<ul style="list-style-type: none"> If your child is COVID positive and unwell they are not expected to complete online learning. Please contact the classroom teacher through Connect or direct email by 9am so they can be recorded under the correct absence code. They will be recorded as sick for the seven-day period. If your child is well, they will be required to engage in our 'Open for Learning' online program. The attendance will be marked at the online morning check in. If we do not have contact with the child, parents will be notified by the classroom teacher via email/phone. 	<ul style="list-style-type: none"> If your child is COVID positive and unwell they are not expected to complete online learning. Please contact the classroom teacher through Connect or direct email by 9am so they can be recorded under the correct absence code. They will be recorded as sick for the seven-day period. If your child is well, they will be required to engage in our 'Open for Learning' online program. The attendance will be marked at the online morning check in. If we do not have contact with the child, parents will be notified by the classroom teacher via email/phone.