

PHASE 1:
RETURNING TO
MOOREBANK HIGH
SCHOOL
STUDENT HANDBOOK
Q&A

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

From Monday, Week 3, Term 2 (11th May, 2020) students at Moorebank High School will begin returning to school gradually 1 day per week as a part of the NSW Department of Education's "Managed Return to School" Guidelines.

What will this look like?

An alternate timetable has been organised for students to ensure that on their scheduled day at school they engage with learning across all subject areas.

The Phase 1 Student Schedule of attendance is as follows:

Year 12 and Year 11 students are attending school each Thursday – all day.

Years 7 to 10 students return one day either Tuesday or Wednesday based on Mathematics classes:

Tuesday <i>From 12/5/20</i>	Wednesday <i>From 13/5/20</i>	Thursday <i>From 14/5/20</i>
7 Maths R, B & K 8 Maths R, B, K & H 9 Maths 4, 5 & 6 10 Maths 4, 5 & 6	7 Maths O, E & M 8 Maths O, E & M 9 Maths 1, 2 & 3 10 Maths 1, 2 & 3	All Year 11 All Year 12
Finish time: 2.25pm	Finish time: 2.25pm	Finish time: 3.05pm

Timetable for Years 7 -10

Period	Time	Year 7 (9 groups)	Year 8 (9 groups)	Year 9 (9 groups)	Year 10 (9 groups)
1	8.45-9.40	Maths	English	HSIE	Science
Break	9.40-9.50				
2	9.50-10.45	Science	HEC/IA/VA	English	HSIE
Break	10.45-11.00				
3	11.00-11.55	HSIE/PDHPE	Maths	PDHPE	English
Break	11.55-12.25				
4	12.25-1.20	English	Science	Maths	PDHPE
Break	1.20-1.30				
5	1.30-2.25	HEC/IA/VA	HSIE/PDHPE	Science	Maths

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

Timetable for Years 11 and 12

Period	Time	Year 11	Year 12
1	8.45-9.35	Line 3 (Maths)	Line 3
Break	9.35-9.45		
2	9.45-10.35	Line 5	Line 5
Break	10.35-10.50		
3	10.50-11.40	Line 1	Line 1 (English)
Break	11.40-11.50		
4	11.50-12.40	Line 2	Line 2 (Maths)
Break	12.40-1.10		
5	1.10-2.00	Line 4	Line 4
Break	2.00-2.15		
6	2.15-3.05	Line 6 (English)	Line 6

MHS Phase 1 Model

How does my child know what subject aligns with the line?

Year 11 and Year 12 Year Advisers have posted the timetables and room allocations on their Wellbeing Google Classroom sites. Both parents and students have been emailed the timetables, breaks and room allocations – please check emails.



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.



Students will be reviewing previous work and will be given explicit information on the expectations and requirements for the next body of work. Students will continue to access their work via their Google Classrooms.

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.



Students in Years 7-11 will not be participating in any practical lessons. Students in Year 12 will be participating in practical lessons when completing major works.



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 and pens and any physical work package that you may have.



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.



How will rolls be marked?

Rolls will be marked during period 1 as per usual. Period 1 roll will be used to work out how many students in each class are present.



What about roll marking for seniors?

Year 11 and 12 students who have late starts can sign in through the front office 5 minutes before their first period begins.



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. As there will be no sport on Tuesday, all students are expected to wear full school uniform (not sport uniform).



Will the canteen be open?

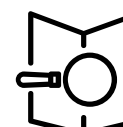
Yes. The canteen will be open on Tuesday, Wednesday and Thursday only. Social distancing and hygiene practices must be adhered to.



How will I know what rooms to go to?

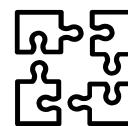
Students in Years 7 to 10 will be in the same room all day. The information regarding the room that each student will be in will be posted to their Mathematics Google Classroom on Monday 11 May, 2020. This post will also contain information such as areas where students can go in the playground and reminders about listening to teacher instructions when exiting rooms.

Year 11 and 12 have their rooms allocated on their alternate timetable, which can be found on their Wellbeing Google Classroom. The post contains period structure, rooms and bell times. Also has a reminder of how to check what line their subjects are on.



Will Year 11 and 12 get to see their teacher?

Yes. Year 11 and 12 students should have the opportunity to touch base with their teacher on their scheduled day (Thursday). The only exception will be if their teacher is absent.



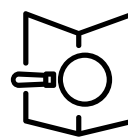
What's happening with assessment tasks?

Assessment tasks 7 – 12 will continue as per the school's assessment schedules. Some modifications have been made to Year 11 and 12 assessment schedules and these have been updated and published.



I haven't completed my HSC Minimum Standards Testing.

Ms Nguyen and Ms Carney will be continuing to coordinate this program at school, so don't worry, they will find you! Or, you can find them!



How will extension classes work?

Year 11 English Ext 1 will continue with Teams on Monday 10.00am – 11.30am.

Year 12 English Ext 1 class held at school on Thursday 3.05pm – 5.00pm.

Year 11 and 12 Maths Ext. 1 will be supported during schedule mathematics lessons on Thursday.

Year 12 Ext. 2 class held at school on Thursday 3.10pm – 4.10pm.

Year 12 History Ext class will be held on Thursday 7.30am – 8.40am.



Will Year 12 be able to complete major projects?

Yes. Scheduled times have been dedicated to Year 12 to be able to utilise specialist rooms.

Year 12 IT Timber on Thursday commencing 8.00am (period 1 is also timber) and Monday 9.00am – 11.00am.

Year 12 Visual Arts; students can attend either on Monday 9.30am – 11.30am OR Friday 9.30am – 11.30am.



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.



I have organised 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 class time. 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 your teacher or a member of the faculty.



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** nor will they be able to play their usual games of touch, soccer or basketball.



Years 7 and 8 will access the new COLA, back of hall picnic tables, Tennis Courts
Years 9 and 10 will be able to access the back COLA, Oval, Picnic tables between back of F Block and Oval. **Note - the Oval will be a passive space. There is to be no ball games on the Oval.** Any students breaking this rule will have their equipment confiscated and will be dealt with via the school's student behavior policy.



As mentioned earlier, the canteen will be open, however 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.

What happens if I don't have a device to bring to school?

Whilst it would be beneficial for students to have a laptop on them, we are aware that some students have desktop computers or share a laptop with another sibling and would therefore be unable to bring their own device to school. The focus during Phase 1 is to touch base with students and provide feedback on their progress, answer questions, undertake revision and explain work for the next week. We have restructured the day to have shorter lessons of the core subjects so that every student can touch base with a subject teacher to ask questions and gain support.



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?

It is strongly recommended that your child attends school. The focus during Phase 1 is to touch base with students and provide feedback on their progress, answer questions, undertake revision and explain work for the next week. We have restructured the day to have shorter lessons of the core subjects so that every student can touch base with a subject teacher to ask questions and gain support. However, should you feel strongly on this, you must contact the school and your child must continue engaging with the online work so that they do not fall behind.



What hygiene practices will be put in place?

Each classroom being used by students will have alcohol-based hand sanitisers and tissues available. Hand sanitiser is also available around the school, including at the entrance of the buildings and in the toilets.

Toilets will remain open throughout the day for students to access.

Students will be reminded regularly throughout the day to wash their hands, to adhere to coughing and sneezing etiquette and to maintain social distance.

There will be scheduled breaks between each lesson for students to access toilets and to clean their hands.

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.



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

A managed return to school

Guidelines for families