



Established 1959

DOMINUS LUX MEA
the Lord is my light

St. Dominic's College



EDMUND RICE EDUCATION
AUSTRALIA

25th October 2021

Dear Parents and Caregivers,

College Emergency Response Plan in the Event of a Possible Confirmed COVID-19 Case

The College has in place an Emergency Response Plan in the event of a possible confirmed COVID-19 case. It is important you familiarise yourself with the Plan.

The key points of our Plan:

- The College, along with EREA and Catholic Schools NSW (CSNSW) will be in the hands of NSW Health who will direct our response. This will include the timing of communication with you. It is equally important to flag that in these days of mobile phones and social media, the success of our communication with you can be easily undermined by other parties and by circumstances beyond the control of the College. I ask that you be mindful of this likelihood. At the same time, I assure you of my commitment to communicate with you as early and as fully as I am able to do so.
- The College will require your confidence to rely solely on our communication rather than from any other source of information, including the media.
- In the event of a positive confirmed case by NSW Health impacting our community, it is anticipated that students will be directed to leave the College and return home. This will be done in an orderly and timely fashion and the College will ensure the safety of all students and staff as we implement our Emergency Response Plan.
- The College will require your patience and understanding as we will not jeopardise the health and safety of any member of our community.
- The College will be in communication with the Nepean Police Area Command to discuss the likely traffic congestion at the front of the College (Gascoigne Street) in the event of such a situation.

As a consequence, the College will implement the following procedure in the case of the College sending the students home due to the notification of a positive case of COVID-19:

1. Students who usually walk home will be called to the Main Yard and dismissed. This will be the first **group** of students to be dismissed.
2. Students who normally drive home (along with their siblings and/or authorised passengers) will be called to the Chapel Yard and dismissed from the Christian Brothers Chapel. This will be the **second** group of students to be dismissed.
3. The **last** students to be dismissed will be the students whose parents are picking them up by car. Students who travel to and from the College with a friend or family member will require a parental text message confirming the driver. The dismissal of these students, depending on traffic could take well over an hour. As we will need to maintain access to the College for emergency vehicles, we ask that if you wish to pick up your son by car that **you make no attempt to drive to the College until at least half an hour after receiving the original text message** indicating that we have received notification of a positive case of COVID-19 impacting the community and that we will be moving to a structured and orderly dismissal of students.
4. Students who normally travel via public transport must be collected from the College as no student will be permitted to travel by public transport for health and safety reasons as advised by NSW Health.

When all students have left the College, I will communicate with you via email, College App and website, advising the length of time the College will be closed for deep cleaning. Again, this advice will be directed by NSW Health. During the time of closure, learning will be maintained for all students via our LMS, Canvas.

What you may do to help prepare for this possibility

In order to facilitate an orderly implementation of the above arrangements, it would be helpful if parents/carers could do the following:

1. Only respond to communication from the College and not from any other source. Please wait until you receive an official email, App post from the College advising of the implementation of the above Plan before communicating with your son via his mobile phone.
2. Discuss these arrangements with your son so that all members of your family, especially your son, are clear and comfortable about the order of dismissal of students and especially those students who intend being picked up by car.
3. For those students who will be picked up by car, **please do not attempt to come to the College until at least half an hour after you receive the initial email message from the College.** This will enable a more orderly evacuation of students and significantly less congestion at the front of the College. **Please remain in your car and only text your son once you have arrived.** Your son(s) will be supervised until they have been collected by parents. Please be reassured your son will be safe.
4. Encourage your son to limit his communication via his mobile phone during this period to mitigate the possibility of incorrect information that may cause unnecessary alarm.

Notification by NSW Health of a confirmed COVID-19 case, after school hours

In the case of a positive notification while off-site, the College will email parents, carers, students and staff notifying them of a confirmed case and outline the procedures for staff and students to return to online teaching and learning, for the immediate future until the College is able to provide clear guidance for the safe return to the College.

I hope that by informing you of our intended procedures in the event of a positive case of COVID-19 impacting our community, you and your son will feel confident and reassured that our contingency planning will facilitate a safe, orderly and proportionate response for all students and staff of the College.

Thank you once again for your continued understanding and support. Please do not hesitate to communicate with me if there is anything further that I can do.

Your sincerely,



Mr Michael Ronchetti
College Principal