



30th July 2020

Dear Parents and Carers,

Re: COVID-19

I am sure that you would have heard by now that a school in Brisbane, has been closed due to confirmed cases of COVID-19. The media is also reporting on the impact that this has had on the local community. The purpose of this letter is to assure you that we have a plan in place should I receive notification of a confirmed case of COVID-19. **Note – we do not have any confirmed cases of COVID-19.**

However, should this happen, this is the plan:

Communication Strategy

Parents will be informed via email, Facebook, website and text message that they are to collect their student/s from the College. Students will be informed by their classroom teachers that they are to move immediately to their designated Collection Zone. Parents and students are advised to regularly check for College communications across multiple platforms such as website, email, Facebook and text messages.

Collection Zones	Collection Zone Area	Parent Access
Brennan House	Curzon Street south end gate near Maintenance Shed	From Curzon Street South
McAuley House	Mackenzie Street	From Mackenzie Street
Murphy House	Drop off zone	From Coronet Street
Rice House	Curzon Street north end through middle gate	From Curzon Street North

Immediate Self-Quarantining

Upon leaving the College families will be instructed to self-quarantine until notified by Health Authorities or by the College. Contact tracing by authorities will commence.

Access to College Office

The office will be immediately closed with only the recorded phone message available. Parents are requested to make their way directly to the Collection Zones.

Supervision of Students

Students will be supervised by staff in the designated zones until 4.00pm. After that time, if you have been unable to collect your student/s, they will be sent to the MacKillop Centre where you will collect your student/s at the door. Please note, no parents will have access inside the MacKillop Centre.

Students Who Drive

Students who have been registered with the College as drivers will be permitted to drive home once they have been signed out at their Collection Zone. They will be advised to drive straight home without stopping on the way. These students will not be allowed to take anyone but family members.

Let's create your
best future, *together.*



Deep Cleaning

Specialised cleaners will be brought into the College to begin the process of deep cleaning.

Learning from Home

Depending on the time it takes for the College to be appropriately cleaned and officially re-opened, Learning from Home may need to re-commence.

Whilst we obviously hope that these measures are not required, we believe it important to have an appropriate plan in place to ensure the safety of our entire College community. I appreciate your continued support and, in the meantime, stay safe.

May our loving God walk with all members of the St Joseph's College family.

Kind regards



Kort Goodman
College Principal

