



Covid-19 Update 25 January 2022

Dear Parents and Carers,

Welcome to the beginning of the 2022 school year, our 60th anniversary year, the Year of the Heart. We are looking forward to welcoming back students next week. Whilst I am sure that the initial section of this letter is of most pressing importance for many families, I would encourage you to continue reading beyond the Covid-19 and return to school information. This letter aims to provide you with key information on a range of areas that you may find helpful both to begin the year and throughout the year.

Covid-19 and return to school arrangements:

While our hope was that 2022 would bring more stability and certainty than we all experienced in 2020 and 2021, the emergence of the Omicron variant at the end of 2021 has required the continuation of many of the protocols that we had in place last year. At the forefront of all of our decisions is the health and safety of our community. The vast majority of the measures included in the guidelines announced on 24 January by the Chief Minister, Education Minister and Chief Health Officer are a continuation of the practices that were in place at the end of 2021. The key addition is the commitment by the ACT government to provide Rapid Antigen Tests (RATs) for all students and staff for the first 4 weeks of Term 1.

Provision of Rapid Antigen Tests (RATs):

- The ACT Government has committed to providing two RATs per week to all students and school staff for the first 4 weeks of Term 1. As of today, I have not received the specific detail of when these will be available to our community. However, my understanding is that these tests are not due to be available to schools until the end of Week 1 due to supply constraints. Once I have received these details the process for collection of tests will be sent to families.
- I can assure families that the use of these tests is not compulsory, as was indicated by the Education Minister, and the College will not be asking families to report a negative test result. However, under the current ACT Health Guidelines, all positive test results must be reported to ACT Health through their online form, and we ask families to also notify the College (your student's House Coordinator/PCA and the relevant AP Pastoral Care) so that we can implement the required response. This forms the basis of contact tracing for schools under the Guidelines from ACT Health. For students who reside in NSW, the same reporting mechanisms for a positive test result are in place through Service NSW.
- A negative test result is not required to be provided prior to students attending school.
- At no time will College staff perform a RAT on a student. If a student is unwell, they will be asked to attend First Aid, where their parent/carer will be contacted and asked to collect them. The decision as to whether the student should be tested for Covid-19 lies with their parent/carer based on the current Health guidelines.

Notification of a positive Covid-19 Case:

- In the instance of the College being notified of a positive case who has been onsite, the ACT Health Guidelines for School protocols and procedures will be followed.
- Those families who are deemed to have been impacted by the exposure will be notified as per ACT Government Health advice. It is crucial therefore, that the contact details for parents and carers (contact phone numbers and email addresses) held by the College are up-to-date to ensure that this information is able to be conveyed in the most time efficient manner. Families needing to update their contact details should contact Damaris Brown at enrolments@daramalan.act.edu.au

Face Masks:

- Under the current health orders, the wearing of face masks is mandatory for all staff and students while indoors. This includes corridor areas and the canteen. Students are also required to wear masks on public transport including school buses. Masks are not required outdoors.
- If your student is unable to wear a mask due to medical reasons, please contact your student's Pastoral Leader, as well as the relevant Assistant Principal Pastoral Care. Contact details for Pastoral Leaders can be found at the end of this document.
- Students will need to bring their own masks and should bring several to use as required throughout the day. Guidance on appropriate face masks and their correct use can be found [HERE](#)

Distancing measures:

- The current Health guidelines for schools require that as much as possible during break times that the mixing of student cohorts is minimised.
- Year groups will continue to be allocated to specific quad areas and sections of the College oval. These areas will be conveyed to students upon their return to school.
- A one-way system will also be operating in the McMahon Building to minimise congestion during the change of lesson times. This system will be clearly indicated to students via signage and arrows.
- The College Canteen will be cashless and will only accept card transactions for the first few weeks of Term 1, to limit the time spent in this area. The menu will be limited to basic items that will be available for purchase. During the initial weeks of Term 1 families may prefer to provide recess and lunch for their student.

Staggered end to the school day:

- The end of the school day has been staggered to the times indicated below to spread out the number of students exiting the College at one time:
 - Years 9 and 10: 3.20pm
 - Years 7 and 8: 3.23pm
 - Years 11 and 12: 3.27pm
- Supervision of students who are waiting for buses will begin from 3:20pm.

Increased hygiene, cleaning and ventilation:

- Increased cleaning schedules throughout the school day will continue. Each classroom, bathroom and common student area will have stocks of hand sanitiser for students to access.
- Use of hand sanitiser will be required as students enter their classes. This will be combined with the use of cleaning materials and equipment to ensure that desks are cleaned between classes.
- All College learning and common spaces have been assessed to increase fresh air circulation, and air conditioning systems were adjusted in 2021 to meet the requirements outlined by the Chief Health Officer to maximise air circulation. As an additional measure, air purifier units have been installed in the Urr Information Centre.

Pre-existing medical conditions:

- Please also contact the relevant Pastoral Leader if your student has a prior or existing medical condition that is not Covid-related but may give them similar symptoms. For example, a student who has a persistent cough from asthma.
- Students unable to wear a mask on medical grounds and those who have a pre-existing medical condition that is not Covid-related will be issued a pass by their Pastoral Leader. This can be shown when required to alleviate staff and student concerns.

Parents/carers on site:

- Under the current guidelines, the College must continue to limit the number of external adults, including parents and carers who are onsite.
- Parents and carers are requested not to enter the school site unless it is an emergency. If you are collecting your student for an appointment, we would ask that you wait in the carpark and provide a signed note for your student beforehand.

Students or visitors with Covid-19 symptoms:

- Please keep your student at home when they are sick or unwell.
- Students who are unwell must not attend the College and should stay home and are encouraged to get tested using the RAT tests provided.
- If any member of our community attends school while unwell, they will be sent home and asked to follow the current health advice.
- While at school, students experiencing symptoms compatible with Covid-19 (e.g. fever, cough, sore throat, shortness of breath) will be directed to First Aid and will be isolated with appropriate supervision and collected by a parent/carer as soon as possible.

Term 1 Calendared events:

- Monday 31 January: Year 7 students (8:45am-3:27pm) and all new students Years 8-12 (8:45am-11am) plus Year 10 Peer Support students (from 8am) will return to school. Year 7 students are encouraged to use public transport on this day. Returning Year 11 students will be provided an alternate program and will not be required onsite.
- Tuesday 1 February: All students (Years 7-12) return to school.
- Unfortunately, many of the calendared events that were due to take place in Term 1 will need to be assessed.
- The College Executive Team is currently working closely with the event/activity organiser to determine if alternate formats may be able to be adopted to enable the activity/event to go ahead. This information will then be forwarded to the relevant groups and will be posted on the College Website.

Year 7 Devices and Digital Training:

- The Year 7 Digital Training sessions that were calendared to occur in Week 4 of Term 1 will be brought forward to the Monday of Week 2 (7 February).
- All Year 7 students will be asked to bring their devices to school from this date.
- If your Year 7 student is not able to access a laptop by this date, I would ask that parents contact their student's PCA so that alternate arrangements can be made. The contact list of Pastoral Leaders can be found at the end of this document.

Staff update:

We welcome to the staff this term:

- Angus Balmaks – Sports Coordinator/ PE and Health
- Fleur Cains- Reception
- Andersen Clark – Mathematics
- Sophie Coutts – Science Laboratory Technician
- Matthew Cresswell – Religion
- Erin Gustus - HPE
- Michael Hartfield – English
- Kate Lewis – English
- Gabrielle Matthews – Inclusive Education/HASS
- Joanna Muller – Mathematics
- Mathurra Sivapalan – Science
- Elana Sliwinski – HASS
- Matt Webbie – PE and Health

Returning from leave in 2021 we welcome back Annie Andersen, Lucy Beponis, Bobbie Dawson, Millie Henry, Kathy Pollard and Tanya Wilson.

Sarah O'Sullivan and Sarah Foley remain as our School Counsellors.

At the end of 2021 we farewelled the following staff:

- Anna Hasan
- Cameron McAlister
- Christine Conlon
- Colin Price
- John O'Kane
- Linda Goth

- Linda Ye
- Lindsay Reid
- Megan Voss
- Michael O'Connell
- Peter Gazy
- Sarah Digan
- Sharon Hardy
- Tammi Beardmore
- Tony Allan
- Trish Norgate
- Troy Atkins

Staff on leave for all of 2022 include Ms Jamaya Ferguson, Ms Judy McClintock and Mr Jordan Morris.

A number of staff have changed positions from the beginning of this year. These include:

- Sophie Peacock- Business Studies and Government Coordinator
- Lucy Cronan- Performing Arts Coordinator
- Angus Balmarks- Sports Coordinator
- Megan Peterson- Acting Assistant Science Coordinator
- Josh Sands- Acting Cuthbert House Coordinator
- Kate O'Connor- Goolagong House Coordinator
- Matthew Maggs- Acting Goolagong PCA
- Ben McGee- Acting Lawson House Coordinator
- Caitlin Semmler- Acting Lawson PCA
- Louise Chapman- Acting Lyons House Coordinator
- Lucy Beponis- Acting Lyons PCA
- Sonja Tajmer- Administration Assistant

Attendance matters:

Legal Requirements

There are legal requirements relating to school attendance for all students in the ACT under the age of 17. Students under 17 years must attend school on a full-time basis unless the student has attained an ACT Senior Secondary Certificate or an exemption has been granted by the ACT Education Directorate. Parents of students who cannot attend on a full-time basis due to medical issues or for other reasons must seek an exemption from the ACT Education Directorate and provide the College with all the required documentation to support the exemption request.

Short-term Leave

Should a student need to be away for 5 or more school days for reasons other than sickness, prior approval from the Principal must be sought in writing via a letter or an email. The request needs to be submitted in sufficient time so that arrangements regarding missed schoolwork and assessments can be made. The preferred email address for such requests is principal@daramalan.act.edu.au

Impact of academic programs

Students in Years 11-12 should be aware that whilst there are strict requirements for attendance stipulated by the ACT Board of Senior Secondary Studies in order for students to gain credit for a unit of work, the College has been working closely with the BSSS to apply flexibility in response to the impact of Covid-19. Any extended absences from school may have an impact on the student's ability to be assessed even if all the assessment tasks for the unit are completed. Students should seek advice from the Assistant Principal Curriculum Years 11-12 (Mr Steven Carroll) and their House Coordinator prior to making plans to miss any school days.

Absence Notes

Absence notes should be handed to the Pastoral Tutor when the student returns to school from an absence, such as sickness, or in advance for any short absences planned by the family. All notes covering any absence must be submitted no later than two weeks after the student returns to school. Further information on attendance processes is available on Daranet, the College intranet which all students, staff and parents can access with a log-in. Student attendance is monitored by the Pastoral Leaders.

School hours:

The starting time for the Pastoral Tutor lesson is 8.50am so students need to arrive at school by 8.45am each day in order to get to their first class on time.

Supervision of students is provided from 8.25am until 3.40pm on each school day.

Students in Years 7-10 are required to stay at school from the time they arrive at school in the morning until the end of the school day unless they have specific approval from their Pastoral Leader or a member of the Executive. If students have parental permission to attend an external appointment during the school day they must sign-out at the Student Office (near Reception).

Parent/Carer Contact details:

It is important that we are notified promptly of any change of contact details, including email addresses, so that you receive important communications including Covid-19 alerts, notifications about pastoral and academic issues and the like. Changes to email addresses, phone numbers or home addresses should be advised by emailing Damaris Brown at enrolments@daramalan.act.edu.au or by phoning her on 62456348. It is particularly important that we have up to date parent/carer phone numbers in case of an emergency and to notify parents of student absences. The SMS absence notification system is used for students in Years 7-12 who are absent from school during Pastoral Tutor lessons without prior notice.

College Reception:

Reception is staffed from 8.30am to 4:30pm Monday to Friday during school terms. During holiday periods, Reception is staffed from 9.00am to 4.00pm unless otherwise advised in our newsletter, Daranews. The phone number for Reception is 62456300.

Contacting staff:

If you wish to contact a particular staff member there are several options. A list of the contact numbers for members of the Executive, Pastoral Leaders and Subject Coordinators is available at the back of the College calendar and on Daranet. To contact other staff please phone Reception or use the email instructions provided in the calendar. When contacting staff, please be aware that due to teaching and other commitments it may not be possible for them to return your call immediately. A list of who should be the first point of contact for specific issues is included with this letter.

Leaving messages:

While we will aim to convey parent messages for students which are received at Reception or sent to Pastoral Leaders, please be aware that it may not always be possible to pass on all messages, especially those received after lunchtime due to the unavailability of staff or the location of the class. We would ask that parents support our Mobile Device Policy and not attempt to phone or message your student directly during the school day as their phones should be kept secure in their lockers during the school day and not on their person.

Newsletter, calendar and Daranet:

Daranews is emailed to parents on a Friday three times each term. The specific dates for the newsletter are listed in the College calendar which will be distributed to students on the first day of Term 1. The first edition of Daranews will be emailed on Friday 18 February. Each student will be given a school calendar and a copy of the College calendar is available on our website www.daramalan.act.edu.au as well as on Daranet.

Parking:

Parking onsite is limited during the school day. Entry into the front carpark near Reception is restricted on school days between 8.30 and 9.00am and from 3.15-3.40pm. On school mornings entry into the carpark is from Morphett Street only. On school afternoons the gates from Morphett Street are closed from 3.15-3.40pm to allow school buses leaving Morphett Street to exit promptly. Entry from Cowper Street into the front carpark is prohibited from 3.15-3.40pm. Signs are posted on all gates leading into this carpark advising the No Entry times.

We ask that people who are picking up students in the afternoon do not park on the nature strips of houses near the College. From time to time we receive complaints from our neighbours about damage done to grass and trees as well as access being blocked. We wish to maintain positive relationships with our neighbours so we ask that you assist by respecting their space. Please also be

mindful when picking up students that you are not parked in a designated bus zone or a signposted no parking area.

Transport:

Change of route School Service 1020 Weeks 1-3

The ACT Government is delivering road infrastructure to support Canberra's newest public high school in the east Gungahlin suburb of Kenny, which is due to open in 2023.

Construction of the new high school is underway. Roadworks will also commence in coming weeks to upgrade sections of Well Station Drive and extend Albatross Crescent to provide access to the school. From Monday 24 January 2022, bus route 18 and school route 1020 will divert around Well Station Drive. This change will be in place for three weeks (weather permitting). For safety reasons the existing bus stops at the Well Station Drive/Albatross Crescent (west) intersection will be closed for the duration of the project. Temporary and alternative stops have been created. I have attached a map showing this route diversion.

Parents, carers and students are directed to this link on the Transport Canberra website for all relevant information, including a copy of the map - <https://www.transport.act.gov.au/news/service-alerts-and-updates>

If you have any questions about this project, you can contact communityengagement@act.gov.au. You can also stay updated on the project's progress at www.cityservices.act.gov.au.

Safety issues:

- Under the current ACT Health Guidelines for School, parents and carers are asked only to attend the College in an emergency. Any parent/carers or visitor who needs to see a student or a staff member during the school day must have a prearranged appointment and enter the College via Reception. Visitors during school hours, including parents, may not go to staff or student areas, including the Information Centre, unless they are accompanied by a staff member. All visitors will be required to sign in at Reception using the College's electronic sign-in system and the Check In CBR App. The exception to this is when parents/carers need to go to First Aid which is located at the front of the Sharpe Wing or to the Uniform Shop located in Garratt Wing. In these areas, the Check In CBR App must still be used.
- Video surveillance is installed throughout many corridors and courtyard areas in the College. This is in place to protect both people and property. Our Video Surveillance Policy can be found on the College website. If anyone has a concern about the use of material gathered by surveillance equipment please address the specific concern, in writing, to the Principal.
- We strongly recommend that students who need to go to Dickson shops after school, keep to the main roads and have someone with them, if possible, rather than walk alone. Students in Years 7-10 are discouraged from going to Dickson shops before school begins, and are not permitted to leave the College grounds to go to Dickson shops during the school day.
- Students who need to cross Northbourne Avenue and Challis Street on foot or on a bike before or after school should use the crossings provided. These roads are very busy all day and it is risky to cross the roads other than at the designated crossings which have been moved to accommodate the light rail.
- E-scooters are not to be ridden on the College campus and they should not be left on the College perimeter or verges.
- A reminder to students that aerosol spray deodorants and perfumes are not permitted at the College. We have several students and staff members who experience severe and life-threatening reactions to these products and their safety is compromised whenever these products are used. Roll-on deodorants are acceptable to be used by students at school.

Bring Your Own Device (BYOD):

To support acceptable computer and internet use we ask all students to read and understand the BYOD Student Agreement. The College cannot be held responsible for any damage to, or theft of any device and families are reminded of the following considerations: tough and sturdy casing with a durable carry case, up to date insurance policies and warranties for the device, appropriate labelling of the device with contact details and a secure padlock for student lockers.

There are, unfortunately, occasions where damage occurs to devices as a result of another student's actions. Damage to devices by others can be a very distressing, time-consuming and costly issue for

parents and students. To ensure that minimal issues occur, we ask the following, in addition to the points outlined above, be noted:

- That parents and carers are aware that if their student damages another student's device they are responsible for meeting any associated costs not covered by insurance.
- That the role of the College is to facilitate communication between the parents/carers concerned, with the expectation that parents/carers of a student who damages another student's device accept responsibility for any costs as per a written quote for repairs.
- That students will receive consequences under our Behaviour Management policies for damaging the property of others if the damage is found to be deliberate.

Year 7 students will undertake their Digital Readiness on Monday 7 February rather than in Week 4 as calendared.

Uniform:

School uniform requirements are detailed on the College website. All uniform items, apart from shoes, are available from the Uniform Shop. Please note that the only school shoes permitted are traditional black leather lace-up shoes.

We have an arrangement with The Athlete's Foot so if you shop there and mention Daramalan, they will donate \$5 for each pair of shoes purchased to our Scholarship Fund. Over recent years they have donated around \$1,600 per annum to the Fund.

There are two types of the approved College backpack which is compulsory for students in Years 7-10 available in the Uniform Shop for purchase. Students in Years 11 and 12 may use the College backpack or a plain black bag.

Raising Resilient Children Online Course:

For those who may be interested, The Resilience Centre is commencing an online course from 7 February which will run for four weeks on Raising Resilient Children.

- Do you want to develop a stronger and more rounded child?
- Are you concerned about the adult your child will become?
- Do you want your child to contribute to the world in a positive way?

This is a 4 week online course where you can work at your own pace and also with feedback from a trainer from The Resilience Centre. The cost of the course is \$200+GST.

Enquiries/Registrations: belinda@theresiliencecentre.com.au 0412 034 846

I understand that this letter contains a large amount of information, so I thank those families who have taken the time to read it together. Thank you for your continued support as we navigate the continued uncertainty associated with Covid-19 and look forward to having the students back with us next week.

Best wishes,

Rachel Davies
Principal
25 January 2022

Who to contact in 2022

The table below may assist students and parents when needing to discuss an issue with staff of the College.

The College encourages students and parents to discuss matters with the staff member(s) directly involved in the matter in the first instance, wherever possible and appropriate. For example, if a parent wants to discuss an assessment task then they should contact the class teacher first, followed by the Subject Coordinator, before they contact an Assistant Principal.

A full list of contact details for these and other staff in key roles is available on Daranet and at the back of the College calendar.

If you are unsure about who to contact

Nature of Issue	Who to contact
AST	Mr Chris De Britt - AP Teaching and Learning
Careers, including university entrance pre-requisites, and Work Experience	Ms Annette Brady - Careers Advisor
Class matters- teaching and learning	Teacher, then Subject Coordinator then AP Teaching and Learning
Enrolments and change of family contact details	Mrs Damaris Brown - Enrolments Officer
Fees – general issues	Mrs Corinne Kelly – Office and Fees Manager
Fee Concessions and Covid-19 financial assistance	Mr Hugh Boulter – Business Manager
First Aid	Ms Anne-Marie Doherty and Ms Nicole South
Inclusive Education matters	Ms Dale Seaman - Inclusive Education Coordinator then Mr Chris De Britt - AP Teaching and Learning
Information Centre	Ms Bronwyn Milgate - Information Services Centre Coordinator
IT technical issues	IT Service Desk
NAPLAN	Mr Chris De Britt - AP Teaching and Learning
Ms Heike Craig- Assessment and Assurance Coordinator	
Pastoral issues	PCA (Years 7-8) or House Coordinator (Years 9-12) then AP Pastoral Care (Years 7-8) or AP Pastoral Care (Years 9-12)
Retreats/ Reflection Days/ Immersions	Ms Cheryl Hamill - Assistant Principal Mission
Road Ready	Mr Steven Hackett - Road Ready Convenor
School transport issues	Mrs Angela Dunn - AP Pastoral Care (Years 7-8)
School photos	Mrs Angela Dunn - AP Pastoral Care (Years 7-8)
Sports matters	Mr Angus Balmaks- Sports Coordinator or
Sports Office	
Subject Selections and Parent Teacher Interview Bookings	Mr David James- Operations and Data Administrator
Teacher performance	Mr James Keeley - Deputy Principal
Timetable, assessment and study package matters	Mr Ben Stein - AP Curriculum Years 7-10 or Mr Steven Carroll - AP Curriculum Years 11-12
Vocational Education	
(including ASBAs)	Ms Jane Waddleton - VET Coordinator
Covid-19 related queries	Mr James Keeley – Deputy Principal

Pastoral Leaders Contact Details

Assistant Principals Pastoral Care		
Nathan Greatz	Assistant Principal Pastoral Care Years 9-12	Nathan.greatz@daramalan.act.edu.au
Angela Dunn	Assistant Principal Pastoral Care Years 7-8	angela.dunn@daramalan.act.edu.au

House	Pastoral Care Advisor (Years 7/8)	House Coordinator (Years 9-12)
Cuthbert	Sean Connochie sean.connochie@daramalan.act.edu.au	Josh Sands josh.sands@daramalan.act.edu.au
Farrer	Carolyn Hall Carolyn.hall@daramalan.act.edu.au	Gerard Beattie Gerard.beattie@daramalan.act.edu.au
Goolagong	Matthew Maggs matthew.maggs@daramalan.act.edu.au	Kate O'Connor kate.oconnor@daramalan.act.edu.au
Lawson	Caitlin Semmler Caitlin.semmler@daramalan.act.edu.au	Ben McGee ben.mcgee@daramalan.act.edu.au
Lyons	Lucy Beponis lucy.beponis@daramalan.act.edu.au	Louise Chapman louise.chapman@daramalan.act.edu.au
Merrick	Bill Phelan bill.phelan@daramalan.act.edu.au	Brendan Collis Brendan.collis@daramalan.act.edu.au
O'Brien	Rebecca Willimott Rebecca.willimott@daramalan.act.edu.au	Megan Kelly megan.kelly@daramalan.act.edu.au
Phillip	Gus Wijnberg gus.wijnberg@daramalan.act.edu.au	Shaun Warren shaun.warren@daramalan.act.edu.au