



# MINARET COLLEGE

*Islamic College of Melbourne South and East*

7 October 2020

Dear Minaret Family

Assalam Alaikum wa Rahmatullahi wa Barakatuhu,

InshaAllah you are doing well, in the best state of iman and staying safe.

We are excitedly preparing for the return of many of our students to face-to-face learning. From **Monday 12 October** the following students will return to learn on-site:

- All primary school students
- Year 7 students
- Year 11 and 12 students
- Year 10 students on Tuesday, Wednesday and Thursday. On Monday and Friday, they will learn from home

Year 8 and 9 students will continue learning online and will return on **Monday 26 October** InshaAllah. When a student's year level returns to face-to-face learning, online classes will cease. The school day will start at 8.45am; students can be dropped off from 8.20am onwards.

Our priority for our students in Term 4 is mental health and wellbeing, learning and preparing students for transitions (e.g. Year 6 students preparing for Year 7). It's been a disruptive year and while many students will be excited to return to school, some may feel a little anxious. If you are concerned about your child for any reason, please contact the form teacher so they can support their return. Our priority is to ensure all students experience a safe and enjoyable Term 4 InshaAllah.

Minaret College is implementing the best practice advice provided by the Department of Education and Training and the Department of Health and Human Services. For students this means:

- Continued emphasis on healthy hygiene habits (e.g. washing hands regularly/using hand sanitiser, coughing into elbows, not sharing food)
- Wearing of masks will be mandatory for all Secondary Students
- Drinking fountains remain closed so students should bring a drink bottle that can be refilled at taps
- Maintaining 1.5m physical distance as much as possible (especially for secondary students)

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Additionally, we ask for your support to protect the school community. If a student is feeling unwell with even mild symptoms of the cold, they should NOT come to school. Please inform the teacher, get tested and only return to school after receiving negative test results and the student is feeling better.

Please inform the College **IMMEDIATELY** in the following scenarios:

- The student or a household member tests positive for COVID-19
- Someone with whom the student has been in recent contact tests positive for COVID-19
- A household member is confirmed as a close contact to a person who has tested positive for COVID-19

As part of creating a COVIDSafe environment, there are also expectations of parents/carers of students at the College. These include:

- Do not attend the College if experiencing symptoms of cold/flu
- Masks must be worn at all times if visiting the College
- Use hand sanitiser upon entering and during your visit
- Adhere to physical distancing (1.5m) and do not enter a room if it has reached the maximum number of people allowed (refer to signs on entry)
- Only visit the College between 9am and 2pm unless an appointment is made in advance
- If visiting the College, you will be required to provide personal details to allow for contact tracing if it is later required
- When dropping or picking up students, remain in cars at all times
- If dropping or picking up students other than those in your household, please ensure a mask is worn at all times while travelling to and from the College

Finally, similar to the start of Term 3, the College will return to staggered release times. Staggered release allows us to reduce large gatherings of students, manage traffic efficiently and return students safely to cars while parents remain in their car. When picking up students we request your co-operation by following directions by staff/security personnel. Please also drive safely and at all times be attentive.

At Officer Campus, students will be dismissed in the same colour groups and from the same locations as they were in Term 3, however some changes to dismissal times have been made. Please refer to the following table for dismissal arrangements.

| Zone   | Students  | Dismissal time | Location  |
|--------|---|----------------|---|
| Yellow | <ul style="list-style-type: none"> <li>Junior Primary students only who do not have any siblings in Secondary.</li> </ul>   | 2.50pm         | Staff carpark area inside the school.                                     |
| Green  | <ul style="list-style-type: none"> <li>Senior Primary with no siblings</li> <li>Senior primary students with Siblings in Junior Primary</li> <li>Middle School students with siblings in primary</li> </ul> | 2.50pm<br>3pm  | First parking lane closest to and in front of the Administration building |
| Red    | <ul style="list-style-type: none"> <li>Senior School Students with siblings in any other sub-school</li> </ul>  | 3pm            | Second parking lane in front of the Administration building               |
| Blue   | <ul style="list-style-type: none"> <li>Secondary students only</li> </ul>   | 3pm            | Side of Tivendale Road  |
| Black  | <ul style="list-style-type: none"> <li>All bus students</li> </ul>  | 3.20pm         |   |

Other important points regarding drop off and pick up arrangements are:

- Parents/carers picking up students should display the colour of their zone to assist with traffic management
- All students should be picked up by no later than 3.30pm
- Early pick up is ONLY available to parents as an exception (usually for a medical appointment or similar). To minimise class disruption and traffic congestion during staggered dismissals, early pick up will ONLY be available before 2pm. Parents who need to pick up a child early on a particular day should approach the Admin team before 2pm.

Finally, our goal in Term 4 is that our students have a safe, enjoyable and uninterrupted final term for 2020. As a community, we can all make a contribution to this goal; a safe school environment depends on the actions of all of us. We all encourage all our families to continue following public health advice. Alhamdulillah we are seeing COVID-19 numbers decrease and restrictions are lifting; with hardship there is ease.

We ask that Allah (swt) continues to protect our community and may we remain aware and grateful for our blessings. Ameen.

Kind regards,



**Rashdan Rashid**

Head of Officer Campus