

5 August 2020

Dear Parents

As Australia addresses more cases of COVID-19, it is timely to revisit our processes at Fairholme. Particularly, it is important that we each take individual responsibility in the areas we can – for the greater good of our community. I have included detail again in relation to our Temporary School Closure processes. Whilst there is no cause for immediate concern, we do want to be well prepared should there be a positive case within the Fairholme community, or any other need to close temporarily.

1. STAY HOME IF UNWELL

One of the most important things we can do to keep our community safe is to stay home if unwell. We ask staff and students not to attend school, if unwell. Further, Public Health requires that anyone displaying symptoms of COVID-19 be tested. They, and their family need to remain at home until the results are returned. Symptoms include fever; dry cough; sore throat; runny or stuffy nose; shortness of breath and may also involve - loss of taste or smell; aches and pains; headache; conjunctivitis; diarrhea; a rash or discoloration of fingers or toes.

There are several testing Centres in Toowoomba. For example:

a. The Fever Clinic

Baillie Henderson Hospital Carpark, Mort St Entrance

OPEN TIMES: 9:00am – 1:00pm Monday – Friday

10:00am – 4:00pm Saturday and Sunday

NO APPOINTMENT IS REQUIRED. This is a drive-up clinic. Patients will be seen in order of arrival.

b. Toowoomba Respiratory Clinic

18 – 24 Charnley Street

OPEN TIMES: 9:00am – 4:15pm - Monday – Friday

PHONE FOR AN APPOINTMENT: (07) 4580 1400

c. Sullivan Nicolaides Pathology (there are several in Toowoomba; you need a request form from a GP)

OPEN TIMES: 7:30 am - 12 pm and 1 pm - 3 pm - Monday - Friday

PHONE FOR AN APPOINTMENT: (07) 4659 5625

This means that boarder parents, or their Toowoomba contacts may need to assist us, when boarders are unwell, infectious, and needing time to recover. Given the requirements within the Health Centre as a result of this pandemic, we have limited spaces to maintain appropriate isolation practices. Further, in order to maintain a fully staffed Health Centre and Boarding House we cannot

accompany students for testing. We will work with you to plan how testing might best occur, should there be urgency. We remain mindful of the specific and specialised health care processes required within any residential setting. Cruise ships and aged care facilities have reminded us of the crucial importance of observing these Public Health guidelines, with diligence.

2. EVENTS

We have planned and continue to plan for key events in the College calendar including but not limited to the Middle/Senior School Athletics Carnival, Crème da la Crème Extension Music Concert, Year 12 Formal Dinner, Fairholme Girl for a Day, Presenting Fairholme, Spring Festival, Boarder Orientation, Valedictory Dinner, Final Year 12 Assembly and our Annual Thanksgiving Service. We are both realistic and mindful that it may not be possible to host some, or all these events, and that significant modifications to format are required.

Please find below our Temporary Campus Closure Protocol that will be followed if we were to have a confirmed case in the College Community, or should we need to close for any other reason, temporarily.

3. TEMPORARY CAMPUS CLOSURE PROTOCOL DUE TO COVID-19

1. If a Confirmed Case is Reported

If a confirmed case is reported to the College, we will follow the advice and direction of Darling Downs Public Health. We will communicate with parents throughout the process via SMS, our phone App and email. Students may be allowed to leave the campus promptly and information regarding pick-up areas has been sent previously but the link is included again for your reference. Could you submit or update if appropriate by clicking on this [link](#) . Contact tracing requirements may impact upon departure processes from school and the timeliness of this, but this will be communicated if, and as needed.

Boarder parents will be required to complete an on-line form with information regarding anticipated pick-up time, or alternative pick-up information. We do not seek to keep our boarders in prolonged lockdown, given the effect that could have; particularly for our young boarders.

2. Contact Tracing

The College would be required to assist in the process of contact tracing. Contact tracing will identify those people who have been in close contact with the recently diagnosed person. A close contact has either had close face-to-face contact for more than 15 minutes (less than 1.5 meters apart) or been in an enclosed space for one hour or more. The College's timetables and our Boarding House processes would enable us to conduct this in-school contact tracing quickly and efficiently.

Students identified as a close contact would need to be collected in person and would not be able to leave the campus unaccompanied. Close contacts would be required to remain in home isolation for 14 days.

3. Permission to Leave Campus

As you are aware, students are not able to leave campus during the school day without parental permission. If the campus needs to be evacuated, parents would be notified early via the phone app, SMS and email.

It is assumed that Junior School parents would collect their children following usual processes. Kindy students would remain in the kindergarten and be collected directly, whilst other Junior students would gather near the rotunda, awaiting collection. Any remaining students will be supervised in the Junior Assembly area until parents' arrival.

Middle/Senior School Day Parents have been asked previously to advise the College how their daughter/s will get home, either: collected by car or in person or permitted to make their own way home (e.g. walking or by public transport). If you have not done so, or would like to update your information, please click on this [link](#).

4. Designated Pick-up Zones

To alleviate congestion, there are designated pick up zones, listed as follows:

Junior School

- Kindy students would remain in the kindergarten until pick-up.
- Junior School students would be collected from near the rotunda with the regular car line and pick up procedure occurring. Remaining students will be supervised in L Block Assembly.

Middle School

- Middle School students would be collected from Wirra Wirra Street, south of Palm Drive and supervised by classroom teachers and teacher aides. Remaining students will be supervised in the New Chapel until parents arrive.

Senior School

- Year 12 students would be collected from the Boarding House carpark.
- Year 11 and Year 10 students would be collected from Bridge Street.

Siblings

- If you have more than one child, then the pickup point for all children would be the youngest child's designated area.

5. During a College Closure

It is anticipated that the campus would be temporarily closed for at least 48 hours to allow for deep cleaning. Depending on the day of closure, and the time frame involved, learning from home may be able to occur in the interim.

Finally

As always, it is my fervent hope that this process will not be necessary, and I am aware that discussion of such information can heighten consternation. However, preparation is important in readying our community to undertake such a process, if required.

Please be assured that the College takes the current health situation very seriously and I am grateful for your continued partnership in adhering to our COVID-19 Health Protocols to keep everyone in our community, safe.

Kind regards

Linda Evans

Dr Linda Evans
|Principal