

Dear CCC Community,

We are currently experiencing a unique and unprecedented challenge to our way of life. The recommendations and advice to schools is constantly evolving as we learn more about the challenge presented by COVID-19. All of the information I have received has been clear that the risk to our students is still low, and with successful students at the centre of our decision making we will continue to deliver the highest quality of education we can to each and every student.

One of my favourite attributes of this school is how positively and consistently our staff, students and community rise to any challenge presented to them, COVID-19 has been and will be no different.

That being said, we do have to evolve our current practices to minimise any real or perceived risk for our students and staff and moving forward will be taking the following actions until we are advised otherwise.

- We will continue to teach your children in their regular classes until instructed to do otherwise.
- We will cease hosting any assemblies or gatherings of multiple classes.
- We will continue to care for every one of our students' wellbeing and academic progress.
- We will cease hosting any events where our students mix with other members of the community, including the Rio Tinto Breakfast BBQs.
- We will continue to make preparations in case of the unfortunate event where the school is instructed to close.
- We will cease all school excursions & incursions, including swimming carnivals and The Ball.
- We will continue to encourage every student who is fit and healthy to attend school every day.
- Our staff will not be attending any external face to face professional learning, and will not be required to travel for work purposes.
- We will proactively focus on teaching every student in our school preventative hygiene measures through our PBS focus behaviour "washing our hands and having good hygiene".
- We will continue to ensure our school is kept clean and our soap dispensers well stocked.

In the event we are instructed to close the school we will take the following steps to notify Parents and Carers:

- If possible a letter will go home with students who are at school.
- An announcement will be made on our website and Facebook page.
- A text message will be sent to all listed contacts.

We will all have a role to play as this unknown future unfolds, and it is important we all work together as a community to navigate these unknown waters. To that end I am asking each and every parent/carer and community member of our school to do a few things:

- Make sure we have your latest contact details, which you can check by calling our office on 9941 6000.
- If your child is healthy continue sending them to school.
- If your child is unwell notify the school and if appropriate seek medical attention.
- If you or anyone in your household is tested for COVID-19 please notify the school.
- Discuss the concept of social distancing, and how your child can minimise contact with others.
- Most importantly, talk with your child and constantly encourage good hygiene habits.

Should you have any concerns, talk to your child's teachers, beyond that their respective Deputy Principals all have the same information available and we will be open and honest in every communication with you.

I'd like to take this opportunity to thank you for your continued support and for taking the time to read this notice.

Yours sincerely,

Ryan Govan  
PRINCIPAL