

31 January 2022



Dear Parent/Caregivers,

Parent and Student Advice - COVID Symptoms for Students - Process and Procedure

Student and Staff Safety and Care are our No. 1 Priority

In the coming days, weeks, and months, we are aware at different times students may become unwell at the College and display symptoms consistent with COVID-19. We do ask that as per previous correspondence if your child is unwell, even mildly, that they are kept at home and tested.

Common COVID Symptoms can include:

- fever (a temperature of 37.5° C or higher) or chills.
- cough.
- loss of taste or smell.
- sore throat.
- tiredness (fatigue)
- runny or blocked nose.
- shortness of breath (difficulty breathing)

What is the process or procedure if a student is unwell and/or showing COVID Symptoms in a classroom or on campus?

A member of our Student Services Team will escort the student to a satellite First Aid station located directly outside Primary Administration. The staff member will remain with the student to provide care and support. Primary Admin will contact parents/caregivers to arrange timely collection of the student. Parents/caregivers are asked to park in the staff car park (entrance from East Avenue) phone Primary Admin to advise of arrival. The staff member supporting the unwell student will escort the student to the carpark for collection by parent/caregiver via gate 1 near the school Chapel.

Why have we created a satellite First Aid station outside Primary Admin?

To minimise the risk of other students and staff being in close contact. SA Health advice has been to use an outside space where possible and for staff to wear the appropriate PPE Clothing to protect them.

What about general First Aid? (Such as needing a student's medication, a ban aid, ice pack, injured ankle etc)

Students requiring attention for required medication and treatment for minor injuries will still attend Primary Admin for First Aid assessment and support. If required to go home they will be collected from the Front Office with parents/caregivers invited to access the staff car park on East Avenue.

What about general First Aid? (Such as needing a student's medication, a band aid, ice pack, injured ankle etc)

Students will be advised to report they are feeling unwell to a yard duty teacher who will then arrange for a Student Services Team member to escort the student to the satellite First Aid station for care and support.

Satellite First Aid station - Student Safety and Privacy

This area will be partitioned off from students and general staff. It is undercover, ventilated and outdoors and separated from student traffic areas to provide privacy and comfort for the affected student and the supervising staff member.

Key Points

- Students should not attend school if unwell, even mildly
- Students who are unwell should not return to school until fully recovered

Thank you again for your patience and understanding as we continue to adjust and provide the safest community we can here at SMC.

Thank you.

Kind regards,



Damian McNamara
Acting Deputy Principal - Primary