



23<sup>rd</sup> March 2020

Dear Parents, Students and Staff members,

As you are most likely aware, last night the National Cabinet announced additional steps to combat the spread of the coronavirus (COVID-19). These steps included today being the last day of term one classes for Victorian students.

Currently classes for Term Two at our College are scheduled to commence on Wednesday 15<sup>th</sup> April 2020. There is doubt over whether schools will run classes on campus from the beginning of Term Two. We are planning for remote learning if students will need to remain at home. Teachers will deliver lessons using several online learning platforms, including 'Canvas' (Learning Management System) and provide important updates via 'Xuno' (Student Management System) as needs be. I will let our school community know as soon as possible if students will remain at home instead of returning to school from the beginning of next term.

The CECV has provided direction that staff members will use the next four days for planning and preparation for the likely transition to flexible and remote learning.

I ask all students to take home all items they will need for remote learning in case they are required to remain home for an extended period. This should include their laptop, charger, all textbooks and folios. No important items should remain in student lockers. Parents of students who are absent today may contact the office to arrange pick-up of these items across the remainder of this week.

Senior Students are always expected to undertake some work and study during term breaks. With classes finishing today, senior students will be expected to use some time during the term break to continue with their studies. Accessing Canvas and monitoring Canvas announcements as well as their emails will be very important. Teachers will provide guidance and assistance via these online ways of communication.

I continue to be very grateful for the outstanding efforts of our dedicated staff to ensure the continuity of learning, support for student health and wellbeing, support for each other and preparation for remote learning.

Well done to our tremendous students who in the face of very uncertain and challenging times, continue to do their best with continuing their ongoing studies while supporting each other.

Thank you to parents for your support. This has indeed been and will continue to be a very challenging and stressful time for families. I wish you and your family strength, health and wellbeing as you confront the challenges that the weeks ahead hold.

There will be another communication from me later today with more details about our plans for remote learning. As you would understand, I am expecting more advice from the CECV that will provide clarification around many of the issues that have occurred since last night. I will provide further updates when new information is available, or decisions have been made.

Finally, as a school community, we need to support each other and the wider community. We must keep up to date, follow the advice of authoritative sources and comply with requests made of us by our governments and health authorities. As a school we will do all we can to continue to support our students' learning and wellbeing.

Thank you.

Take care and blessings.

Yours faithfully,

A handwritten signature in black ink that reads "Michael Exton". The signature is written in a cursive style with a large initial 'M' and a stylized 'E'.

Michael Exton  
Principal