



Roma Mitchell
Secondary College

4 May 2020

Toni Carellas – Principal
Years 8-12

Briens Road
Gepps Cross
South Australia 5094

Phone: 8161 4600
dl.1902.info@schools.sa.edu.au
www.rmsc.sa.edu.au

Dear Parents & Caregivers

Regarding Roma Mitchell Secondary College COVID-19 Response

The information below is provided to inform you of the current state of affairs and processes that we will put in place in case of a COVID-19 infection.

In the event of a school closure:

If it is confirmed that a member of the school community has tested positive the school will be immediately closed. If this advice is received out of school hours a communication will be sent to all families via **SMS/Text Message** confirming the closure.

If we have to close for the school day:

- We will immediately send a message via text message to confirm this.
- Students will attend their Care Group and will be dismissed as per the permission slip you will provide. **Please complete the permission via Survey Monkey**
- Where a survey monkey response has not been returned, students will be supported to contact their family to seek permission to leave the school immediately.
- Supervision will be provided for any students unable to be dismissed until normal end of day.
- In the event of an **early dismissal** school buses will not be operating.
- Students are **not to return to school** until notice is provided that it is safe to do so. Processes are in place for the school to be thoroughly cleaned and contact-tracing to occur.

In the event of a member of your family being tested for COVID-19:

- Please maintain communication with the school.

In the event of a member of your family being tested positive for COVID-19:

- Please contact the school immediately. However, we have been assured that SA Health will inform us directly.

On-going communication

We will endeavour to contact you as soon as possible with any important information and updates. Please monitor your email and SMS/text service. Given access issues, in the event of the school being closed, communication would only be via SMS.

Thank you for your understanding and support.

Yours sincerely

Toni Carellas
Principal

Lorraine Securo
Deputy Principal



Roma Mitchell
Secondary College

Dismissal Permission Slip

Complete online at

<https://www.surveymonkey.com/r/XQVNNBY>

In the event of Roma Mitchell Secondary College needing to close during the school day students will need to be immediately dismissed and will be sent home.

To ensure the safety and well-being of our community, we are seeking pre-emptive permissions to allow students to leave the site.

Can you please indicate through the options below the mode that you give your son/daughter permission to be dismissed by staff at Roma Mitchell Secondary College to leave school.

I the legal guardian of

....., in Care Group.

Give consent to them to be dismissed by the staff at Roma Mitchell Secondary College to travel

home immediately through the following means (please tick any options that apply).

- Picked up by family member
- Public Transport
- Walking
- Own transportation (Bike, Car, Sibling)
- Other (please specify)

Parent/Guardian Signature:

.....

This consent will be enacted if there is a COVID-19 infection at the school and you will not be asked for permission again to send your child home.