



HEALTH AND SAFETY MEASURES

We would like to seek co-operation from parents, caregivers, and visitors to Donash Education Centre to observe the following measures to ensure a safe and healthy environment for everyone at the centre. This includes our on-going response to COVID-19, common colds, and flu as well as the safety measures for our students.

COVID-19 AND FLU

To avoid the spread of common colds, flu and COVID-19 we ask that Students refrain from attending classes at the Centre if they are feeling unwell.

SYMPTOMS FOR COVID-19 AND SYMPTOMS FOR FLU

Symptoms for COVID-19

- Include but not limited to fever, sore throat, coughing, runny nose, fatigue, tiredness,
- loss of taste or smell, pneumonia or breathing difficulties.

Symptoms for Flu

- Include but not limited to fever, sore throat, coughing, runny nose, tiredness and stiff muscles.

SELF ISOLATION

We urge students to not attend face to face classes if they have been diagnosed with COVID-19 or have been required to self-isolate by SA Health even if they are asymptomatic.

PROCEDURE FOR STUDENTS WHO PRESENT AS UNWELL

- Students who present as unwell will be isolated and parents will be contacted to collect their child.
- We offer all our Reception- Year 12 classes that operate from our Campbeltown centre online, via the Spark portal through our hybrid tutoring initiative, and any child that is unwell can still join the session virtually.
- All materials for Reception – Year 10 Maths and English are available through the **Spark*** portal to complete at home if a student is too sick to join remotely. Please inform us at info@TutorsSA.com.au or call 08 8166 7579 as soon as practicable should any of the above apply.

PRACTISING GOOD HYGIENE AND SANITIZATION

- Each classroom and the reception area are provided with an alcohol-based rub hand sanitiser and a box of tissue.
- We carry out and ensure comprehensive sanitisation from our cleaning company at the centre.
- We ensure windows in classrooms are kept open (where applicable) to promote good ventilation.

SAFETY MEASURES FOR STUDENTS

- We are still limiting numbers in the waiting area of the Centre's premise. If it is for any urgent matter, please be prompt when conversing with our reception staff. This is an on-going precautionary measure, so we ask you limit your time on the Centre's premise to drop off/ pick up students.
- Parents/caregivers can drop-off their child(ren) at the Centre's front door. Our admin staff will be guiding students accordingly to their classroom.
- Parents/caregivers should pick up your child on time to avoid crowding as much as possible.
- The premises is monitored by cameras in all communal areas for safety purposes. We record student attendance during every lesson, which is available to use during emergency situations as well.

RESTRICTED ACCESS TO CENTRE'S INDOOR PREMISE

Only students are allowed to enter the Centre's premise to go into their classrooms. The safety of our students is of the utmost importance to us at Tutors SA.

We appreciate your cooperation to help keep our centre and business safe.