



# Coronavirus (COVID-19)

## WA EDUCATION POSITION AND UPDATE

### Number 16

This page was last updated and is current as at **Wednesday 8 April, 3:50pm** and will be updated every Monday, Wednesday and Friday. Additional updates will be provided as required.

Blue text: Information which has been edited to provide greater clarity, or updated to reflect an update in Department of Health wording.

Purple text: New information since the 6 April update (update 15).

Black text: is information that was included in previous editions, and has been reinserted.

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#### Key messages

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#### End of Term 1 message

[End of Term 1 message from the Director General.](#)

#### COVID-19 updates during the school holidays

Your next updates will be on Wednesday 15 April and Wednesday 22 April respectively. We will continue to update Ikon and if there is any significant news to share with you, we will do this separately.

#### Proposed new COVID-19 update coming in Term 2

We are working hard to ensure you have the correct information about COVID-19 matters when and how you need it. We are developing a new format for the COVID-19 update which we will trial during the holiday break. You will be encouraged to share your feedback with us when it launches.

## Message from the DG: Principal's Survey

For now, I am putting the Term 2 planning and preparation survey I mentioned in my letter to you on Monday on hold.

## COVID-19 and public schools

The Department is working closely with the Department of Health, particularly Dr Andrew Robertson, the WA Chief Health Officer. We will continue to follow their expert advice.

The Minister for Education and Training reiterated that continuity of education for as long as possible is best, but families are still encouraged to keep their children at home.

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## Latest news

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## AITSL Spotlight – what works in online/distance teaching and learning

AITSL have released a [Spotlight](#) resource written from the perspective of teachers. This identifies best practice to guide teachers on setting up online learning and provides advice teachers can give to parents during this process. Key consideration is given to principles demonstrated to benefit student outcomes and wellbeing.

## Early childhood education and care relief package

Prime Minister Scott Morrison and the Federal Minister for Education, Dan Tehan, announced on 2 April a plan to help the early childhood education and care sector effective from 6 April 2020. The plan will support families, while also ensuring the sector's 13,000 child care and early learning services can keep their doors open for workers and vulnerable families who need those services. Read the media release [here](#).

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## Aboriginal and Torres Strait Islanders

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## Coronavirus (COVID-19) information for Aboriginal people resource

Health WA has published a website containing information and resources for Aboriginal people: [https://healthywa.wa.gov.au/Articles/A\\_E/Coronavirus/Coronavirus-information-for-Aboriginal-people](https://healthywa.wa.gov.au/Articles/A_E/Coronavirus/Coronavirus-information-for-Aboriginal-people)

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## Attendance

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In accordance with the Director General's instructions for Term 2:

- All public schools will remain open.
- Parents are encouraged to keep their children at home. Those who need to send their children to school to maintain employment, children of essential workers and those who require schools to support them overcome particular vulnerabilities, however, may choose to do so.
- To ensure that all students' needs are met, staff will be present on school sites.
- All students will be taught: those attending schools and those learning at home.
- Student wellbeing remains a priority, notably for our most vulnerable students.

Principals may wish to consider the following when making a reasonable judgement that the student is attending/participating in a learning program:

- satisfactory submission of work according to the work calendar or to a negotiated schedule; and/or
- teacher/student contact; and/or
- logging in to online lessons.

The Department approved position for recording student attendance during Term 2:

Attendance Code	Description	Comment
/	Students attending school (onsite)	
E	Students participating in an online educational program at home	
E	Students participating in a paper based educational program at home	
Absence Code		
N	student notified sick (not COVID-19)	
N	student notified sick with confirmed COVID-19 diagnosis	COVID-19

If it is not possible for the school to make a reasonable judgment that the student is attending/participating in the learning program provided, then the student should be recorded as absent using an appropriate absence code eg U (unexplained absence) if the absence requires further investigation.

The investigation may lead to the code being changed to an alternative absence code - R (reasonable cause), N (notified sick, X (unacceptable reason), C (cultural absence), V (authorised vacation), K (unauthorised vacation).

A [helpcard](#) is now available on Ikon.

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## Cleaning

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### Cleaning of schools and workplaces

Cleaning guidelines have been developed based on advice from the WA Department of Health, in consultation with the United Worker's Union. The guidelines have been updated to reinforce that equipment and items that are used by multiple staff or students (such as sporting equipment, musical instruments and iPads) should be disinfected between use. [Frequently Asked Questions](#) for cleaning schools and workplaces have been developed.

These [guidelines](#) must be followed by any staff undertaking cleaning duties in schools and other workplaces.

### **Additional funding for cleaning**

Additional funding for increased school cleaning will be provided to schools through an operational response. For information about the allocation, refer to [Use your Coronavirus \(COVID-19\) additional cleaning allocation](#).

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## Communications

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Principals need to report all positive confirmed COVID-19 cases in the community (parents/carers or siblings) to Marcia Czerniak at [marcia.czerniak@education.wa.edu.au](mailto:marcia.czerniak@education.wa.edu.au). You must contact Marcia before sending any information out to parents/carers – support will be provided for this.

We have developed [materials](#) to assist you in responding to questions from members of your school community. We will continue to update these materials as new information arises.

Public schools should contact the Department of Education Media Team on 9264 5821 for advice before responding to COVID-19 media queries.

If you would like support to communicate with parents/carers about COVID-19, you can contact the coronavirus support team and principal advisors.

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## Contacts and support

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Further information is available at [www.healthywa.wa.gov.au/coronavirus](http://www.healthywa.wa.gov.au/coronavirus) or the Healthdirect helpline on **1800 020 080** for more information on the virus and its symptoms.

- [Information for parents and schools](#)
- [Information for employees](#)
- [Advice for schools about self-isolation requirements](#)

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## COVID-19 general information

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### Testing

The Australian Health Protection Principal Committee (AHPPC) releases regular updates. The latest can be found [here](#).

As of Thursday 2 April, the testing criteria for COVID-19 will be expanded significantly at all COVID clinics.

#### General public testing

Any person presenting to a COVID clinic with BOTH a documented fever ( $\geq 38^{\circ}\text{C}$ ) OR an acute respiratory infection (e.g. shortness of breath, cough, sore throat) will be tested.

#### High-risk staff testing

Anyone working within a high-risk setting that presents to a COVID clinic with EITHER a fever ( $\geq 38^{\circ}\text{C}$ ) OR an acute respiratory infection will be tested. This includes healthcare workers (including aged care and disability workers) and WA Police Officers.

#### High-risk settings

Testing will also be arranged for anyone from the following high risk settings where two or more people are experiencing EITHER a fever ( $\geq 38^{\circ}\text{C}$ ) OR an acute respiratory infection:

- Aged and residential care
- Rural and remote Aboriginal communities
- Detention centres
- Correctional facilities
- Boarding schools
- Military barracks or equivalent
- Geographically localised areas with increased risk of community transmission
- Cruise ship passengers or returned travellers (international and domestic).

Additional COVID-19 information, including FAQs, is available at

[https://healthywa.wa.gov.au/Articles/A\\_E/Coronavirus](https://healthywa.wa.gov.au/Articles/A_E/Coronavirus)

### How can I protect myself and others against COVID-19?

- Frequently washing your hands for at least 20 seconds with soap and water, or using an alcohol-based hand gel
- Refraining from touching mouth and nose
- If coughing or sneezing, covering your nose and mouth with a paper tissue or flexed elbow.
- Disposing of the tissue immediately after use and performing hand hygiene and
- Avoiding close contact with anyone if you, or they, have a cold or flu-like symptoms (maintain a distance of at least 1 metre).

### How is COVID-19 spread?

COVID-19 is most likely to spread from person-to-person through:

- direct close contact with a person while they are infectious

- close contact with a person with a confirmed infection who coughs or sneezes
- touching objects or surfaces (such as door handles or tables) contaminated from a cough or sneeze from a person with a confirmed infection, and then touching your mouth or face.

Most infections are only transmitted by people when they have symptoms. These can include fever, a cough, sore throat, tiredness and shortness of breath.

## **Preventing the spread of COVID-19**

There are practical and proportionate steps that can be taken to prepare in advance of COVID-19 and precautions that can be put in place to slow its transmission.

The Department of Health promotes regular and thorough hand-washing through:

- putting alcohol based hand rub (ABHR) dispensers in prominent places around schools/workplaces and making sure these dispensers are regularly refilled
- displaying posters promoting hand-washing, see <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public>
- combining this with other communication measures such as offering guidance from occupational health and safety officers, briefings at meetings and information to promote hand-washing
- making sure that staff, contractors and students have access to places where they can wash their hands with soap and water
- ensuring rubbish bins are accessible
- ensuring staff have access to cleaning and disinfectant agents to enable cleaning of staff facilities and work stations.

There is also a [poster](#) developed by the Kimberley Aboriginal Medical Service who are following state and national public health guidelines for responding to COVID19. The poster will be of particular value for schools to use, not just in the Kimberley but in other schools with significant enrolments of students from Aboriginal communities.

Staff and students should:

- wash hands with soap and running water when hands are visibly dirty
- wash hands with soap and water and use alcohol based hand rub (ABHR), before and after eating or prior to food preparation
- wash hands with soap and water after going to the toilet
- avoid using handkerchiefs
- cough and sneeze with a tissue or bent elbow, dispose of used tissues immediately, and use ABHR or soap and water
- avoid touching eyes, mouth and nose
- wash hands with soap and water or ABHR when caring for the sick
- if unwell, avoid contact with others
- make sure workplaces are clean and hygienic, surfaces (e.g. desks and tables) and objects (e.g. telephones, keyboards) need to be wiped with disinfectant regularly
- wash hands or use ABHR after handling animals or animal waste.

## **Cleaning and sanitising products**

A supply of soap or another cleansing agent must be available in all schools and students should be given developmentally appropriate instruction for effective hand washing.

Should Department of Education schools have difficulty purchasing cleaning and sanitising products such as hand soap, sanitiser or toilet paper from their regular CUA supplier or other authorised supplier, they may purchase the products from any supplier that has the items in stock.

Schools are encouraged to continue to source supplies from CUA and non-CUA suppliers in reasonable quantities. We have been advised by CUA suppliers that they are working to fill all back orders although the timeline is unclear. Current indicators are that hand sanitisers will be available in 3 to 4 weeks' time.

In the meantime, the Department is working to secure additional supplies of hand sanitiser and schools will be updated with any further developments.

Schools are reminded that whilst the availability of hand sanitisers is beneficial, hand washing with soap and water remains an effective method of sanitising. Should you have any concerns about your soap supply please contact [buying@education.wa.edu.au](mailto:buying@education.wa.edu.au) or 9264 5567.

Should you have any concerns about the supply of toilet paper and tissues, please contact [buying@education.wa.edu.au](mailto:buying@education.wa.edu.au) or 9264 5567.

### **Face masks**

WA Health does not recommend the use of face masks for the general public to prevent the risk of contracting COVID-19. See the Australian Government fact sheet 'Information on the use of surgical masks' for further information, available at:

<https://www.health.gov.au/resources/publications/novel-coronavirus-COVID-19-information-on-the-use-of-surgical-masks>

### **COVID-19 symptoms**

Most people infected with COVID-19 experience mild symptoms and recover. However, some go on to experience more serious illness and may require hospital care. Risk of serious illness rises with age: people over 40 seem to be more vulnerable than those under 40. People with weakened immune systems and people with conditions such as diabetes, heart and lung disease are also more vulnerable to serious illness.

People with COVID-19 may experience:

- fever
- flu-like symptoms such as coughing, sore throat and fatigue
- shortness of breath.

### **Staff with COVID-19 symptoms**

If a student or employee has travelled overseas in the past 14 days AND has respiratory symptoms such as a sore throat, cough, shortness of breath or fever, they should call their GP or call the Coronavirus Health Information Line on 1800 020 080 and advise them of their symptoms and travel history.

If a student or employee is attending a GP or requires urgent medical assistance at an emergency department, they should telephone ahead and tell them that they have been overseas and are unwell. This will prevent other people at the health service potentially being exposed.

If a student or employee has serious symptoms, such as difficulty breathing, call 000 for urgent medical help. Students and staff should advise their principal or line manager if they develop symptoms and are being tested for COVID-19, particularly if they have been in the workplace or at school. Public health authorities may contact the Department of Education in the event an employee or student is confirmed to have COVID-19.

If a student or employee does have COVID-19 symptoms and has had possible exposure to the virus, they should not attend school or work until they have medical confirmation that they do not have the virus.

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### **Curriculum, learning and assessment**

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### **Connected Learning Hub**

The [Connected Learning Hub](#) is now live in Connect with classroom resources available across all year levels. We have prioritised senior secondary resources and primary literacy and numeracy resources. Work continues to populate the Hub with quality classroom resources and many more will be added over the coming weeks.

Teachers and school staff can [access training](#) in technologies (Connect, Webex, Microsoft Teams, Office



365) to support their teaching and learning. The training schedule for 3 April to 1 May (through term break) is now available with registrations through PLIS.

A large number of school leaders and principals have already contacted the [Connected Learning team](#) offering resources and support. This has been genuinely appreciated. We are sharing the great examples we've received from schools demonstrating their preparations for next term through the Connected Learning Hub. [Further contributions](#) will be gratefully received.

#### Connectedness and care

We are developing planning tools and resources to support schools in their processes and practices to support student wellbeing. In the meantime, we have identified organisations offering a good source of self-reflection tools on the approach and planning for Term 2 and any adjustments that may need to be considered.

#### Connected Learning Principal Advisors

Each learning stream has principal advisors leading the work. School leaders are encouraged to make contact with the learning stream principal advisors for further information.

At this stage, sufficient staff have been identified to support primary and special education needs and this support is appreciated. Principal advisors for secondary are seeking school-based staff to support the areas of English, Health and Physical Education, Maths and Technologies and Enterprise. These school-based staff will remain attached to their school location, engaging with this important work full-time for at least the next four weeks through the term break. These teachers will be eligible for TOIL – which can be paid as well as taken as time off.

The [Curriculum Support Guidelines](#) have been updated to reflect the support that will be provided through the [Connected Learning Hub](#).

[Principal Guide for Curriculum Continuity](#): Resources to support school leaders to prepare for Teaching and Learning in Term 2.

#### Students learning at home

We are working to provide online access to resources for parents, carers and students. This will be through the [Learning at home](#) website. The website is now available and resources will continue to be added over the coming weeks.

Packages of work for Year 11 ATAR courses were added to the [Learning at home](#) website on Monday 6 April.

Packages of work for Year 12 ATAR courses were published on the [Learning at home](#) website on Monday 30 March.

The [Learning at home](#) website will continue to be available. This is a public site with resources, student wellbeing and support materials for parents.

#### English as an additional language or dialect (EAL/D) learners

The Department is currently undertaking the following work to support EAL/D learners, their parents and schools:

- translating documents
- reviewing existing resources and determining methods of publication suitable for EAL/D learners
- developing support protocols for EAL/D learning at home with input from Intensive English Centres
- developing EAL/D course packages and resources for Year 11 and Year 12 ATAR students
- supporting individual teachers and schools by email and telephone.

For support please email [LiteracyandNumeracy.EALD@education.wa.edu.au](mailto:LiteracyandNumeracy.EALD@education.wa.edu.au).

#### Gifted and Talented Secondary Program

Gifted and Talented Secondary Program testing has been completed for Selective Academic, Dance, Drama and Media Arts programs. Selective Music and Music Theatre testing are following an alternative

USB recording process. Visual Arts testing for Years 9, 10 and 11, 2021 has been completed. Visual Arts for entry to Year 7 in 2021 has been postponed with testing to occur in Term 3 or 4. Interviews for Arts and Languages programs will be concluded in May 2020. Offers for all programs except Visual Arts (Year 7 in 2021) are scheduled to be released late Term 2. Please refer to key dates and timelines at [education.wa.edu.au/giftedandtalented](https://education.wa.edu.au/giftedandtalented).

### **Primary Extension and Challenge (PEAC) classes**

A decision has been made that from Monday 30 March, face-to-face PEAC classes will be suspended until further notice. Any PEAC classes currently run online should continue to operate as usual. Consistent with expectations of all teaching staff in schools, Coordinators and teachers are asked to use this time to develop options for PEAC programs to be delivered remotely from the commencement of Term 2.

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### **Facilities and assets**

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Schools will have existing agreements for the use of school premises and facilities as follows:

- Community use including playgroups
- Outside of school hours care (OSHC)
- School uniform shop or canteen

In the current circumstances, schools should be temporarily suspending community use/third party arrangements, including play groups, by using this [letter template](#). Any fee payable is also suspended. This same letter template can be used to temporarily suspend the school uniform shop.

OSHC must continue as required. However, arrangements must be made to ensure cleaning requirements are fulfilled, particularly where the OSHC operates during the school holidays.

The continued use of school premises for canteens should be considered on a case by case basis. Schools are to contact Commercial Services to seek advice should they wish to suspend their canteen.

Schools can refer to Commercial Services if advice is required about ceasing any existing arrangements.

### **Capital and maintenance works (Public Schools)**

Government is seeking to minimise any additional burden on businesses that are already facing the enormous challenges of COVID-19. Schools are asked to ensure capital and maintenance works, including the routine maintenance and stimulus package works, continue at your school, unless the risks cannot be managed.

Contractors who come on site must comply with the self-isolation requirements and the advice issued by the Department of Health. This includes requirements for social distancing and hygiene measures.

Decisions about whether any capital or maintenance works continue, will be made by the Department of Education's Capital Works and Maintenance directorate or your Program Manager from Building Management and Works following consultation with the Principal.

### **Security Alarm Systems**

As we move into these uncertain times and the end of term, the Department's Security and Emergency Management seeks your support in ensuring your school intruder alarm systems are armed before the last person leaves the site each day. The intruder alarm systems at your school are one way we can effectively manage security when the site is unattended. Please make sure your staff are aware of when and how to operate the intruder alarm systems. For more information on how to manage your security alarm system, please refer to Ikon:

- [Manage School Security](#)
- [Intruder Alarm System](#)

### **School playgrounds and play equipment**

The WA Government announced that as of 11:59pm Tuesday 31 March, all playgrounds in public places



will be closed.

It is recommended that all schools with playgrounds and/or playground type equipment close them down until further notice. This may be done by:

1. removing easily re-moved items of equipment; and/or
2. the use of appropriate signage and hazard tape; and
3. ensuring an appropriate level of supervision of the closed playground area during school opening hours.

If a principal considers that there is a compelling school specific reason for keeping a playground and/or play equipment accessible to students they may do so if they can be completely satisfied that:

1. there is no general public access to the playground and play equipment contained inside their school site; and
2. the play equipment contained inside their school site will be thoroughly cleaned at the school's expense in each instance after it has been used.

### **BYO water bottles**

As per advice received from the Public Health Emergency Operations Centre (PHEOC), it is preferable that students bring their own individual water bottles that can be filled from the fountain as necessary. This will reduce the need for students to drink directly from fountains. All students should be instructed on safe usage of water fountains e.g. not putting their mouth onto equipment. The water fountains should be regularly cleaned and checked that they are working correctly with good pressure.

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## **Finance**

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### **Special finance considerations during COVID-19 period**

Principals need to be aware of recent changes to financial management policy and practices made in response to COVID-19. Of note in particular, schools should suspend debt recovery for outstanding contributions, charges and fees for Term 1 and 2. Further details around this and other important finance matters are communicated to MCSs by email and are available in [Ikon](#).

### **Individual Disability Allocation**

Given the unprecedented circumstances of COVID-19 and the impact on the system, obtaining documentation for upcoming cease and review dates for the Individual Disability Allocation may not be possible. Disability Services and Support will automatically extend all cease and review dates for eligible applications until the end of Term 4, 2020; no further action is required by schools.

### **Laptop Loan Agreements**

There is no change to existing laptop loan agreements and RiskCover arrangements. Currently, RiskCover will not provide insurance cover to devices loaned off-site to students. The Department will liaise with RiskCover regarding arrangements and communicate any changes which may occur.

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## **ICT**

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ICT are currently reviewing options for the best way to provide remote access, where it is possible and critical to operations of schools and the Department. This work is being managed and co-ordinated in a way that will be applied consistently as instructed by the Director General and the assembled working group.

Many organisations have staff working from home due to COVID-19. This is having a major impact on the performance and reliability of telecommunications across the country.

In response, ICT has:

- more than tripled the capacity of the Connect servers
- significantly increased resources for the public website (for Learning From Home resources) and Ikon.

Further increases are underway, but the level of demand in such a short period presents an unprecedented challenge. We are also reliant on external telecommunications services to connect and deliver services to our schools, students and staff.

For students and staff studying or working from home, this means that they may

- need to allow more time to perform a task
- have trouble connecting to some services
- see short delays in email delivery and even congestion of phone calls on the mobile network.

While the telecommunications companies and NBNCo are taking steps to minimise the impact on the network, this is a unique and global issue with many challenges. We thank you for your understanding and patience. More information can be found on [Ikon](#).

### **Web conferencing, including important security information about Zoom**

WebEx and Microsoft Teams are available for Department staff. With many staff working from alternative locations, the use of WebEx and/or Microsoft Teams for teleconferencing and video conferencing are strongly recommended. WebEx and Teams rely on your Department login details for access, as the Department has a licence for use that covers all employees. [More information about WebEx, Microsoft Teams, WebEx support resources \(via the Connect WebEx Community\) and how to gain access, are available.](#)

Important security information about Zoom is also available on [Ikon](#).

For support, please contact the ICT Customer Service Centre – 08 9264 5555 or [customer.service.centre@education.wa.edu.au](mailto:customer.service.centre@education.wa.edu.au)

## **School operations**

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### **Review of non-essential functions**

Thank you to principals and school communities who have provided the Director General with feedback on non-essential functions that could be cancelled or postponed for Semester One, 2020. Semester One Public School Reviews have been postponed and the completion of 2019 School Annual Reports are now optional.

### **Education Support Settings and Education Support Students**

A letter was sent to all principals 30 March 2020 regarding Education Support Settings and Education Support students in mainstream settings. Included with this letter is a template letter principals may choose to use with parents/carers to communicate the importance of keeping students home during this time due to increased risk of acquiring and transmitting the COVID-19 virus.

### **Front line services and mass gatherings**

On Wednesday, 18 March the Australian Government announced that all organised, non-essential mass gatherings attended by more than 100 people for indoor events and more than 500 people for outdoor events must be cancelled from Wednesday 18 March 2020.

On Friday 20 March the Australian Government announced further measures relating to gatherings of fewer than 100 people in an enclosed space. The Government is now recommending four square metres per person. This does **not** apply to schools.

Please refer to the [advice regarding mass gatherings to support principal decision-making](#).

Please refer to [Healthy WA](#) for more information on the Prime Minister's announcement.

While schools remain exempt from social distancing requirements, the Department of Health has produced a [fact sheet on social distancing](#) for general information.

On Sunday 29 March, the Prime Minister announced further measures and restrictions to slow the transmission of COVID-19. This includes public gatherings, excluding household members, have been reduced to a maximum of two people. Whilst schools remain exempt, he also announced further measures regarding staying at home as below. It is recommended that:

- If you are over 70, you are strongly encouraged to remain at home;
- If you are over 65 with pre-existing conditions;
- If you are Aboriginal and aged over 50, you should stay home wherever possible for your own protection; and
- [People with compromised immune systems \(see Department of Health website\)](#).

### **Temporary school closure**

If a WA school has to close due to a confirmed case, it will be on advice from the WA Health Department's Chief Health Officer.

The Chief Health Officer will, if there has been a positive COVID-19 test result in your school, close your school temporarily while assessment and tracing of exposure is conducted. A thorough school clean will then be carried out to make the school safe for the return of students and staff.

In this situation, the Department of Education, AISWA, or CEWA will work with individual school principals to provide direct advice and support regarding the closure process and communication.

[Information for principals](#) has been developed to assist in their planning, should there be a confirmed case of COVID-19 in their school community. Principals should consider the temporary school closure planning checklist now, and determine how the steps would work in their particular school.

If you have a staff member or student who **has been tested** for COVID-19, please email Marcia Czerniak at [marcia.czerniak@education.wa.edu.au](mailto:marcia.czerniak@education.wa.edu.au). This will assist our support planning.

### **Printing in schools**

If you are currently having issues printing materials in your school, please contact the COVID support team for guidance at [coronavirussupport@education.wa.edu.au](mailto:coronavirussupport@education.wa.edu.au).

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### **Student support**

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### **Student wellbeing website**

Given the extensive media coverage, some children are already aware of the impact of the virus and will pick up on the concerns and anxiety of others. This could be through listening and observing what is happening online, at home and school.

The [Learning at home](#) website provides advice and resources for parents and carers, educators and students. This includes a wide range of resources and information related to the impact of COVID-19 on students' health and wellbeing and the impact on families. It also includes vital information for schools to understand how they can best support students and families to access services and information. The website will continue to be updated over the coming weeks.

A Student Wellbeing Response, Recovery Advisory Team has been established to identify and respond to emerging issues for educators and support staff. The team can be contacted on **6206 2098** or at [covid19.studentwellbeing@education.wa.edu.au](mailto:covid19.studentwellbeing@education.wa.edu.au). Please visit the information on [Support for parents and carers](#).

Parents are advised that, if they need urgent mental health advice and support for themselves or their child, there is a 24 hour crisis support line 1800 048 636.

## Child and Adolescent Health Services

The Child and Adolescent Health Services (CAHS) has advised the Department of Education of the suspension of services to schools from 30 March until further notice. Services to be suspended include;

- School Entry Health Assessments Program
- Aboriginal Ear Health Assessment Team
- School based Immunisation Program
- Community health parenting groups, Triple P groups and seminars.

## COVID-19 guidelines for school psychologists and lead school psychologists

Guidelines for school psychologists and lead school psychologists were released 25 March 2020.

### Virtual teen support group

SafeZone Counselling in collaboration with ADHD WA is now offering a free virtual support group for teens (ages 14 to 17). The delivery of these services will be via Zoom conference every third Thursday of the month from 5.00pm. The first meeting will be held Thursday 16 April 2020.

Note that places are limited and the group is for [ADHD WA members](#) only. If you are interested, please email [ADHD WA](#) before Monday the 13 April 2020.

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## Travel

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### WA regional travel

On 27 March 2020, the State Government announced that travel between Western Australian regions will be restricted from 11.59pm Tuesday 31 March 2020. From this time, all intrastate travel must cease and Western Australians must stay within their regional boundaries.

Some exemptions apply, including:

- travel for work purposes
- to attend medical appointments
- to transport freight
- those who do not have access to groceries or supplies within their region
- returning to a place of residence
- where necessary to attend school or an educational institution
- caring for family members
- approved compassionate grounds.

The Department will provide confirmation of employment at particular schools. If staff are travelling for reasons under the exemptions, they are advised to travel with evidence that can be shown on request to WA Police at boundary crossings. [Such evidence could include a letter on school letterhead signed by the Principal.](#)

### Kimberley Travel

As of 3 April 2020, new boundaries have been put into place to stop the spread of COVID-19 in the region. Read the [media release](#) for more information.

The State Government urges all Western Australians to remain calm, and take the time to ensure they understand the new restrictions and the exemptions.

General details, including the exemptions that apply and the regional boundaries, are available on <https://www.wa.gov.au/organisation/departments-of-the-premier-and-cabinet/covid-19-coronavirus-travel-and-transport-advice>.

### Border controls - international and interstate travel

[Strict border controls are in place to limit the spread of COVID-19 in WA.](#) You will no longer be able to enter Western Australia after 11.59pm on Sunday 5 April 2020 unless an exemption has been granted. Read the [media release](#) or [State government website](#) for more information.

## University of Western Australia (UWA) – new entry options for Year 12 students

UWA have recently announced [new admission pathways for Year 12 leavers](#). They have made this change to provide certainty to Year 12 students during the COVID-19 pandemic. [We encourage schools with Year 12 students to share this link with them so that they can sign up to receive the latest news.](#)

## Changes to operation at WA TAFE Colleges

On 28 March the Minister announced there will be a temporary pause in the face-to-face delivery of most courses at WA TAFE colleges from Monday 30 March until Thursday 9 April. The Department will work with

Training and Workforce Development to assess the implications for school-aged students engaging in VET courses regarding changes to how these are delivered from Term 2. Read the Minister's media statement [here](#).

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## Workforce matters

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Important information from the Public Sector Labour Relations Branch regarding staff leave was published via Ed-e-Mail 24 March 2020 [and has been regularly updated, see links below](#). Principals and managers must refer to the [circulars](#) when considering and approving leave (below).

Further Department of Education resources have been developed to support Principals and Line Managers in relation to COVID-19 related leave situations and in the event that a staff member is required to work from home subject to business needs. A Workforce Ready Reckoner has been added to the bank of resources for principals and line managers to use in determining appropriate actions relating to staff leave.

These resources include:

- Department of Education - [COVID-19 Workforce Management Principles for school leaders and managers](#)
- Department of Education - [COVID-19 Workforce Ready Reckoner](#)
- Department of Education - [COVID-19 Working from Home Guidelines](#)
- Department of Education - [COVID FAQs/Scenarios](#)
- [Public Sector Labour Relations - Circular 6/2020 – Leave arrangements for COVID-19](#)
- [Public Sector Commission - COVID-19 coronavirus - Scenarios addressing workforce absences](#)

## Alternative working arrangements in schools

Further information regarding Alternative Working Arrangements (AWA) have been developed to guide Principals and Line Managers in relation to AWA (Term 1, Weeks 9 and 10), Rosters, Cleaning and Casual relief staff. Any Principal requesting to access AWA for themselves must seek endorsement from the Deputy Director General - Schools.

They can be found [here](#).

## Streamlining selection processes

Principals now have a number of staffing options available when filling vacancies related to COVID-19. The document [Staffing Processes and Practices](#) outlines actions which support principals to manage a range of staffing related issues and to quickly source and appoint staff. The advice also provides information regarding your options in relation to the existing recruitment processes.

The Department of Education is open for business. Fixed term appointment pools for cleaners and education assistants are now advertised on JobsWA (see links below) to streamline school recruitment processes.

- [Cleaners](#)

- [Education Assistants](#)

Principals now have access to applicants in the new recruitment pools for Cleaners and Education Assistants.

A user guide on how you can search for an applicant matching your requirements (for example, FTE and days) is available [here](#).

Staff Recruitment and Employment Services will endeavour to keep applicant availability information as current as possible. To assist with this, when sending offers of employment, you are asked to cc [COVID19Staffing@education.wa.edu.au](mailto:COVID19Staffing@education.wa.edu.au).

For assistance with these pools please contact:

- Luke Chapple (08) 9264 8359
- Chelsea Clarkson (08) 9264 8425
- Jaime Marquis (08) 9264 8723
- Pare Boyle (08) 9264 8719
- [COVID19Staffing@education.wa.edu.au](mailto:COVID19Staffing@education.wa.edu.au)

## Teachers Registration

The Teacher Registration Board has announced two functional changes as a response to COVID-19.

1. Registration expiry dates of all registered teachers, [including provisionally registered teachers](#), are to be extended by six months. Implementation of this resolution is being undertaken immediately but it is likely you will not see a change in your registration expiry date for a few weeks.
2. For those registered teachers who are yet to pay their annual fee, the date to pay that fee has been extended to 31 May 2020. Registered teachers are strongly encouraged to pay only by electronic means (please avoid paying by cheque or cash).

In addition, the Teacher Registration Board has closed its reception. The Board can be contacted by email [info@trb.wa.gov.au](mailto:info@trb.wa.gov.au) or telephone: 9223 9100.

## Pre-service teachers and school psychologists undertaking practicums

Public school settings provide pre-service teachers and school psychologists with access to quality mentors and a rich diversity of students that best prepare them for a career in teaching. Completion of a successful practicum is a graduation requirement across all universities and essential to developing a continued supply of teachers and school psychologists for our schools.

Universities have advised us that they have implemented a process to ensure pre-service teachers comply with the most current advice on COVID-19 restrictions. With this in mind, principals are asked to continue to provide pre-service teachers and school psychologists with practicum placement opportunities. This is in line with the [advice regarding mass gatherings to support principal decision-making](#).

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The Department of Education, Catholic Education Western Australia, and the Association of Independent Schools of Western Australia will continue to respond as a collaborative team to advice from the WA Department of Health and provide updated advice to schools and staff as appropriate.



Department of  
Education

