



K-2 Assembly Organisation for Parents/Caregivers 2021

Tuesday, March 8, 2021.

Dear Parents and Carers,

We are so excited! As you may be aware, from our Facebook posts or recent media, last Friday, the Department of Education shared that parents can attend the school site for drop-off, pick-up, sporting days and other events, such as assemblies from today (March 8, 2021), as long as the school has a COVID-Safe plan and adheres to the NSW Health square metre rule guidelines of the day. Our school must also ensure that all adults from different households are 1.5m apart at all times, as well as, distanced 1.5m from staff and students other than they own child. These guidelines also require student numbers to be included in the square metre rule when parents/site guests are present.

For K-2 Assemblies, to support high parent/caregiver attendance, celebrating student achievements and to maintain our COVID-Safe Plan, we will be **inviting parents/caregivers of children in the class hosting the assembly**. We will also be inviting **parents/caregivers of students receiving special awards/acknowledgement at the assembly**.

We will allow **two parents/caregivers per child**. Additional guests will be considered, if space still permits additional guests, in compliance with the current square metre rule. Additional guests will first be considered for students that have multiple parents (ie those in shared-care arrangements). Please note that attendance numbers also include children/pre-schoolers/infants.

We are sending this note out now to all K-2 families in preparation for their child's assembly. Please note the assembly dates below and 'Save the Date'. Fingers crossed that parents/caregivers can still come on site in the coming months! We will keep you notified of any changes via Facebook and School Stream.

2021 K-2 Assemblies:

- Term 1 Week 7 - Friday, March 12 – 2S Assembly**
- Term 1 Week 9 - Friday, March 26 – KS Assembly**
- Term 2 Week 3 – Friday, May 7 – 2B Assembly**
- Term 2 Week 6 - Friday, May 28 - 1H Assembly**
- Term 2 Week 9 - Friday, June 18 - KB Assembly**
- Term 3 Week 5 - Friday, August 13 - 1M Assembly**
- Term 3 Week 9 – Friday, September 10 – KV Assembly**

As you can see, a lot of planning and adjustments go into every event at Merimbula Public School, particularly when ensuring we adhere to COVID-Safe/NSW Health Guidelines. We are so fortunate to be experiencing good COVID-health across our region/state, to allow these guidelines to be put in place so that some parents/caregivers can attend our events. Please be advised though, that this is the 'best case scenario' at this time. **Should there be a COVID case at Merimbula Public School, in the township of Merimbula, or if NSW Health/Department advice changes, we may advise at short notice that parents/caregivers are no longer permitted to attend.** If this is the case, we will endeavour to photograph/film all events, where students have permission to publish.

Further to this, parents attending will need to have a 'ticket', as our COVID-Safe Plan includes set seating.

Parents/caregivers will receive a ticket/s for their child's assembly during the week prior to the assembly, provided we have received your request/guest names.

Students receiving awards at an assembly hosted by another class, will receive another one of these invitation letters/request slips during the week prior to the assembly. If your child is receiving an award, you will have to return the request again to gain a ticket for the additional assembly.

As shared, if you require more than two tickets, subsequent tickets for students in shared care arrangements, or those with younger toddler siblings, may receive additional tickets for their family after enough tickets become available. Please ensure that you return this acknowledgement slip at least one week prior to your child's assembly (for this Friday's assembly, please return this slip ASAP) so that your ticket is not reallocated. Once you are issued with your ticket/s, please keep it safe. **You will require this to enter the hall.**

COVID-Safe Plan Requirements/Department Requirements: ON THE DAY OF THE ASSEMBLY: Parents/caregivers will need to enter the school via **the JACKSON HALL gate and do the following:**

- Use the **QR Code to sign in** to the school using a smart device/the Services NSW app. *This is a NSW Health requirement. You will need to do this to be permitted entry to our site.*
- **Show you are logged in via your smart** device to the staff member at the sign on table, so that we can check you have used the app. *A requirement of the Department of Education.*
- Sign the **Visitor's Log**, declaring you are free from flu-like symptoms. Please ensure that this is the case. If anyone attends our school (students, staff, parents, caregivers, visitors) with flu-like symptoms, they will require a negative COVID-test to return. Alternately they will not be able to return for 10 days.
- **Sit in your allocated seat.** We are putting together a floor plan for each event to support contact tracing should such need to occur.
- **Maintain 1.5m of physical distancing** from all other visitors, staff and students at all times. There may be times where your child can visit you/give you a hug, but we will share these plans if able at certain events.
- **Do not take photographs of other people's children.** Some of our students do not have Permission To Publish. All pictures that can be shared will be taken by our staff and posted online.
- You will also need to **sanitise your hands** on arrival.
- **The gate will not open until 11.50am.** Please be aware of parking restrictions and maintain your 1.5m distancing when in parking/out of school areas & when lining up. **Assemblies begin at 12.15pm and conclude by 1.15pm.**
- No late entries into the hall/COLA, or early exits, will be permitted. This will ensure people are not coming within 1.5m of one another. *Please keep your distance if moving around to use the bathroom. Adults are to use the hall disabled toilet, outside the Jackson Hall. Students will not use this one.*

Parents/caregivers without tickets, or who refuse to complete the required sign-in process, will not be permitted on site. No late tickets will be handed out on the day of the assembly. Please support us to support our school and students, and make these events a success by adhering to these guidelines.

Please find attached the acceptance slip for you/a parent/caregiver to attend your child's 2021 Assembly. Other invitations will be sent out for upcoming events. If you cannot attend, please let us know in the slip, so that additional parents/caregivers can be included if a student lives within a shared care arrangement.

Kind Regards,
Michelle Hulme
Principal



Merimbula Public School



K-2 Assembly Ticket Invitation and Request Slip

Monday, March 8, 2021.

Dear Parents and Caregivers,

Your child is hosting a Class Assembly on the previously mentioned date; OR

Your child _____ of class _____ is:

Is receiving an award/special acknowledgement at an assembly on the following date:

Please indicate on the slip below if you would like to attend his/her assembly/award/acknowledgement event and whether additional tickets will be required, if they are available. Please ensure you return one slip per child by one week prior to your child's event (except in the case of this week's assembly, please return the slip before 9am on Thursday, March 11).

Thank you for supporting our school and these special K-2 events, during changed times in 2021. We are so grateful to be able to have you back on our school site to share in these special memory making events.

Regards,
Michelle Hulme
Principal



K-2 Assembly Ticket Request Slip 2021

Please return this slip to the office by one week before your child's assembly to ensure that you receive your reserved ticket/s (otherwise it may be reallocated)

Dear Ms Hulme,

My child _____ of class _____ is hosting an assembly/receiving an award/acknowledgement, and I would like:

2 tickets for (guest name) _____ and (guest name) _____

*These guests **DO / DO NOT (please circle)** live in the same household.

1 ticket for (guest name) _____

Additional tickets as my child is in a shared care arrangement/I have a toddler/infant. I understand that for additional tickets, I may be placed on a waitlist. Additional ticket holder requests are for:

_____ and _____

*These guests **DO / DO NOT (please circle)** live in the same household.

I do not require a ticket. Please allocate my ticket to someone who requires additional tickets.

***I have consulted all shared caregivers where applicable, prior to completing this form. I am aware that I am unable to bring any infants, extra children or guests to the event unless tickets are allocated to them.**

Parent / Caregiver Name: _____ Signed: _____ Date: _____



Education

PO Box 48
Merimbula NSW 2548
Ph: 64951266 FAX: 64953239
merimbula-p.school@det.nsw.edu.au

