



Catholic Schools Office Diocese of Broken Bay

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Dear Parents and Carers,

The Broken Bay Catholic Schools Office (CSO) is closely monitoring the COVID-19 ('novel coronavirus') situation and will be taking advice from the NSW Ministry of Health and Catholic Schools NSW to ensure we are responding appropriately in the best interests of our students, staff and school communities. As of this date, we have not been notified of any confirmed cases of COVID-19 in our school system.

Further information on COVID-19 is available via the NSW Health website:

- [Factsheet](#)
- [Frequently Asked Questions](#)

Our schools are reinforcing to students and staff good hygiene practice on a regular basis.

We ask parents and carers to:

- continue to monitor your child's health carefully; and
- promote good hygiene including handwashing with soap as this is the single most effective way to reduce the spread of germs.

Consistent with our guidelines, students and staff who are unwell should remain at home until symptoms (fever, cough, runny nose, shortness of breath) resolve. If any student or staff member becomes unwell at school, the usual practices and policies will be followed.

If you are or have been travelling overseas, you should follow the advice from the Australian Government regarding travel on the [smartraveller](#) website.

For the safety of all students and staff, if your child has been in any situation which might expose them to the virus, for example, if you have recently returned from a [high risk country](#) or have had close contact with someone who has tested positive to the virus, they must not attend school for 14 days. **You must contact your school Principal immediately to advise if your child will be absent from school for this reason.**

We are reviewing all overseas excursions for the rest of the year. If your child is involved in an upcoming overseas excursion, your school will provide advice.

We will also be following advice from [NESA](#) about implications for the HSC and will pass information to Year 12 families should this eventuate.

The CSO continues to monitor the situation closely and will keep you up to date on information as appropriate. For current information, please visit the CSO [website](#).

Yours sincerely,

Tony Bracken
Acting Director of Schools

A ministry of leadership and service to Catholic Schools