



*Respect. Excellence. Acceptance. Community. Honesty.*

Dear staff, parents and carers

Our school has been advised of a reported case of COVID-19 within our school community.

I would like to reassure you that we took immediate action as soon as we became aware of the situation and sought advice from the Department of Education and Training (DET) and the Department of Health (DH).

All close contacts have been identified and contacted by the school over the weekend, and this information has been forwarded to DH via DET. Further information regarding close contacts can be found at <https://www.coronavirus.vic.gov.au/what-do-if-you-are-close-contact#i-think-i-am-a-close-contact---what-should-i-do>

Our school will continue operating in line with the current advice from the Victorian Chief Health Officer. Visit the [staged return to onsite learning for schools page](#) for more information.

We will still be taking every possible precaution. Like all Victorian Government schools, our school has a COVIDSafe plan, which includes extra cleaning and record-keeping of all staff, students and visitors who attend on-site. QR codes are mandatory for any visitors to schools including parents who come into school buildings and indoor facilities (but not staff or students).

More information

For more information please visit [coronavirus.vic.gov.au](https://www.coronavirus.vic.gov.au).

If you have questions about what this means for our school, call the Department of Education and Training COVID-19 hotline on **1800 338 663**, available 8:30am to 5pm Monday through Friday, and 10am to 3pm Saturday and Sunday, excluding public holidays.

If you are concerned you may have COVID-19 you can call the DH COVID-19 hotline on **1800 675 398**, available 24 hours a day, seven days a week.

For school information in languages other than English, call TIS National on **131 450**. Please ask them to call the DET COVID-19 hotline on **1800 338 663** and they will help interpret. For health advice in languages other than English, visit [coronavirus.vic.gov.au/translated-information-about-coronavirus-covid-19](https://www.coronavirus.vic.gov.au/translated-information-about-coronavirus-covid-19).

Kind regards,

**Robyn Gregson**  
**Principal**  
**Altona North Primary School.**