



23 March 2020

Dear Parent/Guardian,

These past few weeks have been a powerful reminder of just how connected we are to one another and how our choices today determine our options tomorrow.

Most of you would be aware of the Prime Minister's announcement last night in regards to the closure of non-essential services and requiring the continuation of school operations. **The College will continue normal operations until the end of this week**, Friday 27 March, unless we receive updated advice.

This is an evolving situation and we are taking this one step at a time. Our focus at this point is to get our young people through to the end of Term 1. Staff will spend next week preparing a comprehensive program scope and sequence for learning from home, in the event of a school closure.

In due course, we will advise you of any necessary changes to the delivery of learning for Term 2 – we are preparing for face-to-face and learning from home contingencies and will await further advice from the Australian Government. I trust that this information will reassure you about the preparedness of the College for what lies ahead.

### Choosing to self-isolate

We will always consider the safety of our staff and young people, and we respect the wishes of parents who may choose to self-isolate their young people. Should you voluntarily choose to self-isolate your young person, the College must have this in writing from the parent/guardian (not your young person) for duty of care and absence reporting purposes.

Parents have a responsibility to ensure adequate supervision of their young person and their engagement in learning should you choose self-isolation. Campuses can offer a light learning from home program for the remainder of this week – please enquire with your campus. Young people who choose to self-isolate (not due to a medical condition) must still submit their assessment via Schoology; no extension will be provided. They may have to get in touch directly with their relevant teacher regarding submission of assessment/oral presentations, as teachers will need time to setup.

### Continuation of assessment

The Year 2 Essential Maths exam scheduled to run this week will take place, as it is our aim that young people sit this to finalise the term's learning (Ipswich campus has already completed this assessment). According to current QCAA guidelines, if a young person misses their scheduled exam date, they will be required to come back to campus and sit a comparable assessment. This advice for schools may change with the evolving situation, and we will inform our community if this occurs.



## Prevention

As a College, I want to reassure you that the AITC is doing what we can to help keep our community safe. Our campuses have adopted social distancing measures including cancelling or postponing:

- assemblies, events, strength and fitness classes and Roofshouts;
- excursions and travel (both within and outside Australia); and
- external presenters on campus.

Cleaners are continuing to disinfect all surfaces as part of their daily clean at campuses (including all doors and handles).

If you or your young person is unwell with a respiratory illness, please stay at home until symptoms clear up.

## Gratitude

Thank you to the members of our community who have come together to help make these changes actionable so that young people, staff and industry can continue to engage in learning and work. I can assure you that the AITC will do its utmost to continue to provide an excellent, if never before experienced, teaching and learning strategy. Together, we will continue to do great things.

It is the College's explicit intention to remain open until we are directed to do otherwise. We will continue to communicate regularly and transparently during this challenging time and keep you updated of any new or developing circumstances. Please also direct yourself to the AITC [Coronavirus Response web page](#) which centralises communications, policies and guidance from the College and relevant authorities. This web page will be updated regularly so the information remains current. Please check back often for current news and instructions.

Yours sincerely,

**Mark Hands**  
CEO