Covid-19 Parent/Visitor Access to site

At this point in time parents/visitors are not permitted to access the school site unless deemed essential. Any access must be preapproved by the College.

Parents/visitors should call (5996 0144) or email (<u>Lyndhurst.sc@education.vic.gov.au</u>) the College with any requests/enquiries.

Process for collecting a student early from school.

- 1. Ring the College on 5996 0144 and let us know the name and year level of the student you are needing to collect and what time you will be collecting them. We will have the student wait at the office for this time.
- 2. When you arrive at the College, remain in your car and wait in the carpark.
- 3. Call the College upon arrival, notify us where you are parked and we will send the student out to you.

Process for Collection or dropping off items.

- 1. Ring the College on 5996 0144 to discuss your request. A time will be arranged if deemed necessary.
- 2. When you arrive at the college, park in the disabled car park in the main staff car park, remain in your car and call the College on 5996 0144 to notify your arrival.
- 3. Call the College upon arrival and a staff member will come out to your car.

For all other enquiries you must call 5996 0144.

Thank you for your cooperation.