

Halvorson, Sara S

From: Bowes, Carolyn L
Sent: Wednesday, 19 February 2014 1:54 PM
To: Smyth, Justine C1
Cc: Anderson, Mark A; Trevena, Peter A; Cain, Karen L; Allman, John JA
Subject: Letter to parents_schools_relocatedF.docx
Attachments: Letter to parents_schools_relocatedF.docx

Tracking:	Recipient	Read
	Smyth, Justine C1	Read: 19/02/2014 1:56 PM
	Anderson, Mark A	Read: 17/03/2014 6:18 PM
	Trevena, Peter A	Read: 19/02/2014 3:17 PM
	Cain, Karen L	
	Allman, John JA	

Justine

Please find attached letter to parents which will need to be supplemented with local information and provided to parents this afternoon. If you have any concerns please contact Dean Mann on 0412 232 531.

Cheers

Carolyn Bowes
Executive Coordinator
SEVR, DEECD
165-169 Thomas Street, Dandenong
8765 5763

Advice to parents – for schools temporarily relocating

Dear parent / guardian

As you know, the smoke from the fire in the coal mine has become worse. The fire is unlikely to be put out for several weeks, maybe longer.

Our main concern is the health and safety of the children and staff at our school.

The Department of Health has advised that exposure to smoke can affect people's health – especially children, older people, pregnant women, smokers and people with asthma or heart disease.

Some children at schools and early childhood centre closest to the mine – such as our school – have shown signs of smoke irritation, including itchy eyes, sore throat, runny nose and coughing.

As these signs clear up once away from the smoke, the Department of Health has told the Department of Education and Early Childhood Development (DDECD) to temporarily move our students to give them a break from the smoke.

We can confirm that from Thursday, 20 February we have made arrangements for your child and their class to attend one of the following schools in Moe: Newborough Primary School, Newborough East Primary School and Elizabeth Street Primary School.

To minimise disruption, all students will be moved with their entire class and current teacher, and will continue to be taught together as a group by the same teacher at the new location.

We will also organise transport to and from our school to these host schools.

Please ensure that your child is at our school tomorrow by 8.30am [Principal to confirm time]

At the end of the school day, they will be dropped back to our school at 3.30pm [Principal to confirm time]

The temporary arrangements will be in place until at least Friday next week (28 February), when we will review the situation. We will then let you know via [insert how eg note, email, SMS] if the arrangements will continue or if we will move students back to our school.

In addition to air monitoring currently being conducted by the Environment Protection Authority, DEECD will also test and monitor the air quality at our school to ensure conditions have improved before we return.

Some families are considering whether to move out of town for a while. If you do, please let us know. It's important we know where your child is and when they are expected to return to us. Please also ensure that we have your up-to-date contact details.

I encourage you to continue to send your child to school as normal, but if your child is away, please talk to your child's teacher about school work they could do while absent.

Please let us know if your child has an existing medical condition, such as asthma. It is very important they take their medication.

We will seek immediate medical help for any child who is suffering from a health problem, as we normally do.

We will provide updates you as they become available. In the meantime, if you have any queries, please don't hesitate to contact me on

Yours sincerely,

[NAME]

General support

- **Nurse on Call** - 1300 60 60 24 (this is a phone service that allows you to discuss any health related issue with a registered nurse, 24 hours a day, 7 days a week for the cost of a local call from anywhere in Victoria).
- **EPA Victoria** on 1300 372 842 (24 hours) or visit: www.epa.vic.gov.au
- **Department of Health** - More information on the health effects of smoke, or on the use of water from rainwater tanks contact 1300 761 874 (during business hours) or go to www.health.vic.gov.au/environment/bushfires.htm
- **Asthma Foundation** - www.asthma.org.au or call 1800 278 462
- **Latrobe City Council** - call 1300 367 700 or go to www.latrobe.vic.gov.au/Home
- Victorian Bushfire Information Line: Freecall 1800 240 667. (Callers who are deaf, hard of hearing, or have a speech/communication impairment can call via 1800 555 677)
- **VicEmergency** website: www.emergency.vic.gov.au
- **CFA Social Media**: Facebook (facebook.com/cfavic); Twitter (Twitter @ CFA_Updates)