

30th September 2021



**On-site attendance requirements
for week beginning 4th October 2021.**

Dear Parents and Carers,

Remember to book your child/ren in for next week if you are eligible for on-site support and your child/ren require supervision.

1. For on-site support you must meet either one of these criteria.
 - a. You are an essential worker and have provided your permit
 - i. Please note that you must be **working outside the home**
 - b. Your child is in one of the vulnerable categories
2. **NOTE: YOU MUST DO THIS EVERY WEEK BY FRIDAY. The roll is developed based on the list of requests. Any children added Sunday afternoon or Monday morning CANNOT be accepted as this will compromise staffing arrangements.**
3. Given that it is Thursday, if you have **not** booked your request for next week, I will still accept students if you complete the form or edit current form by **1.00 pm Saturday.**

Please use either the QR code below or follow the link below to request on-site support. The old form is no longer accepted. *You must use this format.*

<https://forms.gle/7TJXwCXBm3f7HmQXA>



Permits must be signed by your manager with their contact details. Please send your permit directly to me at julie.gleeson@education.vic.gov.au

Best wishes to you all.

Kind Regards,

Julie Gleeson

Principal

Overport Primary School

0401 562 444 Julie.Gleeson@education.vic.gov.au