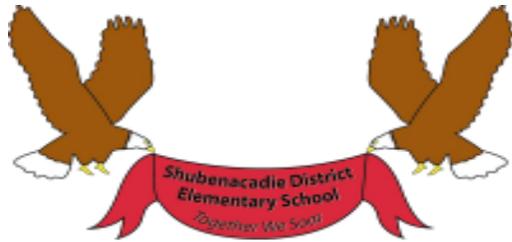


Shubenacadie District Elementary School



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www.sde.ccrce.ca
Principal: Mr Clinton Harvey

August 27, 2020

Dear Families,

I hope everyone has had a nice summer and enjoyed the many sunny days we have had.

While many things at school will be the same this year, Covid has meant some changes. I apologize in advance for how long this note is, but want to be thorough in explanation.

We will spend lots of time teaching these new practices and routines, however, it would be very helpful if you are able to go over them with your child(ren) before school starts, so they have a sense of what school will look like.

Screening tool and illness at school

At-Home Self-Monitoring for COVID: Families are required to monitor children for COVID-19 using the COVID-19 Daily Checklist. The most up-to-date version can be found online at <https://novascotia.ca/coronavirus/docs/Daily-COVID-checklist-en.pdf>. By monitoring daily, you are helping to identify any potential cases of COVID-19 as quickly as possible. A paper copy of the COVID-19 Daily Checklist will be provided once school re-opens.

Students need to stay home when they are ill, even if their symptoms are mild. We will be removing attendance-based awards or incentives. If you are unsure if you or your child should self-isolate, contact 811.

Illness at School

If a child feels unwell or begins to exhibit COVID-19 symptoms, a parent or guardian will be contacted for pick-up. **It is very important to ensure that your contact information and other emergency contacts for your child are kept up to date with the school during the school year.**

- Any student who becomes unwell at school will have a separate location in the school to wait to be picked up. Students who become ill during the day will not be permitted to return home on the bus.
- Students who exhibit symptoms on the bus will be required to isolate on the way to school and the bus driver will notify the school administration.
- If a child exhibits COVID symptoms, parents/guardians must contact 811 to receive advice from Public Health on what to do next, including if/when the child can return to school.

- Our schools will continue to monitor illness in schools and will follow direction from Public Health on specific processes. Parents are asked when they are calling in to excuse their child, if they could provide as much detail as they are comfortable, so we can provide Public Health with accurate information on our illness data.
- If a COVID-19 case is identified, Public Health will provide direction to CCRCE as well as the school.

Masks

As per the NS Back to School Plan, masks will be required to be worn on the bus and by grade 4 and 5 students when not able to be physically distanced in class. This includes students in grade 3 who are in our $\frac{3}{4}$ (Miss Aucoin's) class. Staff who are working with various class "bubbles" and/or who are unable to keep physical distance will wear a mask. We are strongly encouraging all students to wear masks during times when they may cross over with students from other "bubbles" (arrival, dismissal, halls, washroom etc). Students in grades P-3 have the option to wear their mask during other times.

All students will be given two masks. Contact the school if you would like to pick them up before school starts, if not, we will send them home once school begins.

Cafeteria and lunch

Our cafeteria plans have had to change. Students will be eating in classrooms. There are no microwaves available for use. Our cafeteria menu has been decreased to one option per day. Students who order lunch or snacks from the canteen will need to order in advance and that food will be delivered to the class. No students are able to go order either lunch or snacks from the kitchen, all must be pre-ordered. More information on this will be provided by Meredith (cook).

Movement in school

Students and staff are asked to stay right, follow the directional arrows, keep physically distanced and need to wear a mask in common areas. Doors will be marked with either enter or exit signs and will need to be followed.

Signing in, dropping off, late, picking up

As per the NS Back to School Plan, parents and visitors are only allowed in the school if deemed essential. Please call or email our administrative assistant Sejal (darbournes@ccrce.ca) if your child is going to be absent. If you are late and need to sign in your child, please bring your child to the front door, Sejal will buzz them in and they will need to stop and be signed in by Sejal before getting their late slip. You do not need to sign them in yourself.

If you are picking up a student early, please phone or email Sejal to let her know. We will do our best to have your child come to the office at the time you are arriving. Buzz in at the door and we will have your child meet you at the door. Sejal will sign them out.

For all of these processes, the parent/guardian does not need to enter the building.

Students are able to be dropped off between 7:40 and 8:00 each morning and dismissal is at 2:00. For drop off, please drop your child off at the front door, as usual. The student will come into the building, stay right, wear a mask and come to their classroom as normal. For pick-up of walkers at the end of the day, students will come to the foyer, meet their siblings and stay 6 feet apart while waiting. The staff member on duty will

dismiss families one at a time and watch for them to meet up with their parent/guardian. Parents/guardians will remain outside and wait for their child(ren) to come out. We would ask that parents/guardians keep physically distant while waiting outside.

Please note that Sejal's hours end at 1:30 each day, so if you are changing end of day plans, please contact the office prior to 1:30 to make sure your message is received.

With limited seating on buses, our requirement to distance as much as possible, and our goal of reducing contact of students between classes, please do your best to limit changing end of day plans.

Hygiene

Students and staff will be required to sanitize or wash their hands upon arrival to their class in the morning, before and after eating and during the day. There is a "no-sharing" policy for all food, personal items and individual school supplies.

Water Bottles

Please send your child with a water bottle. Fountains are unavailable. We do have water coolers available for use.

Playground

We will have assigned doors for each class to go in and out at recess and lunch and be sectioning off the playground and assigning line up areas so that classes do not cross over. Students will need to stay in their class's section. Balls or other play equipment will be assigned to each class and not shared between classes.

Technology

Students are able to bring their own devices to school for educational purposes, if they wish. School devices are still available for use and will be cleaned between uses.

Toys from home

Toys are not to be brought from home to school.

Outside

As much as possible, classes and physical education classes will take place outside. This is in addition to recess and lunch, which are always outside with weather permitting. Packing your child with appropriate outside clothing for the weather, and applying sunscreen before school, is a good way to make sure they are ready for the increased time outside each day. We recommend having spare socks, or a change of clothes in their backpack in case they get wet or muddy.

Classrooms

Materials and furniture that are not necessary, or that are soft touch and can not be cleaned, have been removed from classrooms. Desks/tables have been spaced as best as possible. This is to allow for distancing of 1 m.

Breakfast Program

We will continue to operate Breakfast, but it will look different this year. The Breakfast room in the morning will not be open. Instead, each classroom will have a basket with items that are either individually wrapped or peel able, for students to help themselves to.

Buses

Students are required to sit with their family members. Masks are required to be worn on the bus. Buses will be cleaned twice during the school day and between each run.

Specialist teachers

Specialist teachers will go to each classroom, rather than the class travel to their room. One exception to this is our ¾ class, which will have the fours split for French and go to the French room. The other exception is Physical Education, which will go outside, or if weather does not cooperate, to the gym.

Parent/Guardian support

Parents/Guardians can help reinforce proper COVID-19 hygiene protocols with children. Please help us to remind children about proper handwashing techniques, cough/sneeze etiquette, how to wear a mask properly, and physical distancing.

Thank you for taking the time to read this long note. We hope that by everyone being on the same page, the transition back to school will go as smoothly as possible.

Should any changes in this information need to occur between now and the beginning of school, I will be sure to communicate that as soon as possible.

Please feel free to contact the office if you have any questions this document has not answered.

We are very excited to have students back on September 8.

Clinton Harvey