

Macaulay Elementary Return to School Guidelines

June 2020

Some students will be returning to Macaulay during the month of June for two days of Face-to-face instruction per week. Days of the week have been scheduled by the school and students will only attend on the days of the week they are scheduled. At this time, we are looking at:

English Program students: Mondays and Tuesdays
French Immersion Program students: Wednesdays and Thursdays

Students are not able to 'drop in' to class and must be scheduled before they can return to ensure that proper health and safety protocols are followed.

To respect our safety protocol, please note that some students have been grouped with students from other classes of similar grades; as a result, your child might not be with their regular teacher.

Please note that students cannot arrive at school earlier than the 8:50am start time and must leave school grounds immediately after dismissal.

Please take the time to review these guidelines with your child prior to their return to school in June. These guidelines must be followed by all members of the Macaulay community to help ensure the health and safety of all students, staff and families. Updates to these guidelines will be provided to families as necessary.

Expectations of students while at school

While at school students will...

- follow the health and safety expectations and protocols as outlined
- follow specific classroom expectations and routines as outlined by the teacher
- be prepared to engage in learning and class activities for the full day
- respect the personal space of other children and adults

If students do not follow the expectations, they will be reminded of the expectations by staff and provided an opportunity to correct their behaviour and follow expectations. If a student continues to not follow the expectations or continually displays unsafe behaviours, parents will be contacted and a parent meeting will be arranged before the student may return to school.

Physical Distancing and Minimizing Physical Contact

As acknowledged in the Ministry of Education and BC CDC Guidance documents for K-12 settings, physical distancing is challenging in a Kindergarten to Grade 5 setting.

It is reasonable to establish different expectations for varying age levels and activities. Younger students will be supported to have minimized physical contact with one another, while older students will be expected to maintain a safe physical distance whenever possible.

Students will at times find themselves naturally within six feet of each other, this is how they have learned to engage with their friends and the world around them. Students will receive continued reminders and staff will be implementing physical distancing strategies to minimize physical contact throughout the day such as:

- regular reminders to students to 'keep their hands to themselves' and 'respect personal space or bubble'
- discouraging close greetings such as hugs, handshakes and high fives
- at recess times, games which involve physical touching such as large soccer games and tag games will not be allowed
- using different classroom configurations to allow distance between students and adults
- utilizing outdoor learning spaces as much as possible
- incorporating more individual activities that promote space between students
- reducing and/or eliminating shared items in the classroom
- common areas such as the library and music room will closed for June

Schedule

Students will attend school between 8:50 am and 2:15 pm for two days as scheduled each week.

Students will attend either Monday/Tuesday or Wednesday/Thursday.
We are unable to accommodate requests for specific days of the week.

Students will be attending in a group of maximum 10 students. Students will not be attending on Fridays.

Students will continue to have recess and lunch breaks as per usual during the day. These breaks will be staggered during the day to assist in maintaining physical distancing between students during recess times.

What students should bring to school

Students will not be using cloakrooms when they return in June; therefore, students are encouraged to only bring items that will fit easily into their backpack. Items to include:

- *Lunch and snack*
- Students are to bring food and snacks that are nut and allergen free if they are in a classroom with a student with anaphylaxis. We do not have the space to accommodate students elsewhere if they bring nuts, nut products or other known allergens for lunch.
- Use containers and packages that students can open independently, we will not be assisting in opening any snacks or containers at this time
- We are adopting a school wide 'pack in and pack out' policy for lunch waste to allow custodians to focus on cleaning and disinfecting during the day.
- Students will be asked to take home any remaining food and garbage from their snacks and lunches. Reusable containers are encouraged.
- *Water*
- Water fountains will be closed to students. Students are encouraged to bring enough water with them to last the day
- *Clothes, hats and shoes to be outside depending on the weather*
- *Outside ball or toy (for their use only, can only be shared with siblings).*
- We will not be providing outdoor balls or toys during June.
- *School Supply*
- Please send a labelled plastic container with pencils, pencil crayons and any other items that you find relevant.

Arriving / drop off at school

- Students and families are asked to arrive at school at 8:50 am on their assigned days (no early arrivals)
- All students will enter and exit the building via their designated outside door. Teachers will communicate to parents which door your child will be using.
- Students line up on the marks outside their designated door waiting for their teacher
- Students will enter into the school in a 2 meters spacing lineup organized by their teacher and EA
- Upon entering students will wash their hands and sit in their assigned seat
- Parents are to wait outside the school and not to come into the building to drop off or pick up their child
- For students arriving late, please come to the main door.

Leaving / pick up from school

- Students will be picked up from their designated outside door at 2:15 pm and need to leave school grounds immediately
- It is important that parents are on time for pick up/dismissal at the end of the day
- Students who are walking home on their own will be dismissed at 2:15 pm too
- Please wait at the designated outside door and do not enter the classroom when you are picking up your child.

Main Entrance / Entrance Doors / Accessing the Office

- During the school day, if you need to re-enter the building please come to main door by the office and ring the doorbell. Otherwise, the Main Entrance doors are to be used to access the Office only
- Upon entering be sure to sanitize your hands at the hand sanitizing station before proceeding to the Office
- Please limit your visits to the Office - where possible phone calls and email are the preferred methods to contact the Office at this time
- If visiting the Office please line up following the marks on the floor until a Staff member invites you to the counter.

Hallways

- Hallways are only to be used by students when going to and from the washrooms
- Hallways will be marked similar to a road with a center line and directional arrows. Students will be encouraged to 'stay in their lane' when going to and from the washroom
- Hallways will not be used as an alternative learning space and students will be required to remain in their classroom during the day. Students requiring a body break will be taken outside by staff.
- Parents are not to be in the building or the hallways unless going to and from the Office

Washrooms

- Students will use the washroom one at a time with a limited amount of students waiting outside the washroom for their turn
- Students will be expected to wash their hands before going to the washroom and when returning from the washroom
- As per Provincial Guidelines washrooms and other high touch surfaces will be cleaned at least two times per day

Hand Hygiene and Hand Washing

- Rigorous hand washing with plain soap and water is the most effective way to reduce the spread of illness
- Hand washing opportunities will be incorporated into daily routines

Student hand washing expectations:

- Wash hands with plain soap and water for 20 seconds
- Wash hands when arriving in the classroom at any time
- Wash hands before and after eating
- Wash hands after touching common resources and surfaces
- Wash hands after sneezing or coughing into hands
- Wash hands when leaving the room at any time
- Wash hands when visibly dirty

Lost and Found

- Please note that Lost and Found items will be displayed outside by the breakfast door (door #9) every morning for parents to have a look.

PPE (Personal Protective Equipment)

While the wearing of a mask was recently recommended by Health Canada in environments where physically distancing is not always possible, it is currently not mandatory for staff or students to wear masks to return to school.

Staff will wear masks and gloves when providing first aid to students during the day. Students should be prepared to see staff and possibly some students wearing masks and/or gloves when they return.

Macaulay Elementary Return to School Guidelines - June 2020 will be updated as necessary. Changes and updates will be communicated to students and families as they become available.

If you have any questions please contact the Office.

For further information, please visit the following website:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/program-management/safe-caring-and-orderly-schools>

Thank you for your assistance,

Josee and Jason