



École TM Roberts Elementary School
Stage 2 Return to School



Our Learning Journey Together: “Safe, Kind & Calm”...

Dr. Bonnie Henry

We’ve got this École TM Roberts Elementary!

Learning Groups	
<p>What is a learning group? <i>(More information can be found in the link in Appendix B)</i></p>	<ul style="list-style-type: none"> • Students will be organized into learning groups for in-class instruction. This helps to limit contact and potential exposure. The cohort will consist of their regular classroom teacher(s), students and regularly scheduled Education Assistants. • Each elementary learning group will be comprised of a maximum of 60 people (in most instances two classes paired together) • Administration will keep a detailed cohort list for contact tracing purposes through MyEd • All curriculum instruction for your child is provided by your child’s classroom teacher with the potential that the cohort teacher of the other group may switch with your child’s teacher to provide some instruction in areas where they have particular skills and interests. <p>The learning cohorts are as follows: Webster F23 / Champagne F1B Heyde FKB / Franklin-Cooper FKA / Smith EK Poulin F1 / Ivanco E12 Cadieux F2 / Filipe F3</p> <p>Eadie E34 / Reinarz / Gauthier E45 DeKlerk F4 / Decosse F45 Laporte F56 / Lapierre F6 Bruce Mac E56</p>
<p>How do they work?</p>	<ul style="list-style-type: none"> • The composition of the learning group will remain consistent for all activities that occur in schools. Students may interact freely with those people in their learning group • Within the learning group minimal physical contact should be encouraged (“hands to yourself”). A physical distance of one meter is not a requirement but is encouraged.

	<ul style="list-style-type: none"> • Staff members must wear PPE both with their learning group and outside their learning group except when: sitting in (or standing at) their seat or desk / workstation in a classroom or learning space; there is a barrier in place, eating and drinking outdoors, or while maintaining a physical distance 2m. • In “staff only” spaces, staff are required to wear masks when indoors, unable to maintain physical distance (2m), and a barrier is not present. • Exemptions will be made for staff who cannot tolerate masks (e.g. health or behavioural reason). Schools must not require a health-care note (i.e. doctor’s note) to confirm if staff cannot wear a mask.
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<i>Shape of the Day</i>	
Before School	<ul style="list-style-type: none"> • Students are asked to arrive no earlier than 8:25 • Class in session as normal 8:45 – 12:05, 12:55 – 2:55 • Upon arrival, students may drop off their items and head to the back field where there is morning supervision. • Student line up at their assigned door to enter the school. • Bus students will arrive according to their bus schedules • Students will be required to wash/sanitize hands immediately when entering their classroom (as per protocols attached).
Student PPE	<ul style="list-style-type: none"> • Wearing masks for students in K – 3 is a personal choice. • All students in grades 4, 5 and 6 are required to wear a mask both within and outside their learning group, except when: <ul style="list-style-type: none"> • There is a barrier in place; • Eating and drinking; or • Outdoors, mask use outdoors is a personal preference
Washroom/body breaks	<ul style="list-style-type: none"> • Students must stay with their learning group except to use the bathrooms (one student at a time outside of cohort) • Students in the same cohort could be in the washrooms at the same time, to a maximum of the number of toilets that are in there. • No wandering the hallways • No working in the hallways
Lunch	<ul style="list-style-type: none"> • Staggered Lunch Schedule Kindergarten, Grade 1, 2, 3: Eat Inside (12:05-12:30); Play Outside (12:30-12:50) Grade 4, 5, 6: Play Outside (12:05-12:30); Eat lunch Inside (12:30 – 12:50)

	<p>Students will be requested to bring a full water bottle; all “refundables” will go home to be sorted</p> <p>Wash hands before going outside and again when students come inside</p>
Recess	<ul style="list-style-type: none"> • Staggered • Recess Schedule K, 1, 2 & 3: 10:45 – 11:00 Grades 4, 5 & 6: 10:15 – 10:30 <p>Playground ZONES</p> <ul style="list-style-type: none"> - Baseball diamond - New playground and back corner - Old playground and swings - Courtyard garden and cement pad (basketball net, hop scotch etc) <p>Students will rotate daily around the zones clockwise in their learning cohorts</p>
Technology	<ul style="list-style-type: none"> • Wash/Sanitize your hands before using iPads/laptops • iPads/laptops must be sanitized after each use & hands washed
Library	<ul style="list-style-type: none"> • The Library teacher will wear PPE or physical distance where possible. • Library is open to students
PE	<ul style="list-style-type: none"> • Wash your hands before entering the gym • Physical activities will be planned that limit the use of shared equipment and minimize physical contact • When students transition down the hallways to/from the gym students need to follow the directional arrows, staying to the right of the hallway to maintain a minimum of 1 m physical distance from other classrooms. • Gym equipment that is used during PE must be sanitized after use. • Gym equipment can be signed out to cohorts and need to be sanitized when returned • Teachers are encouraged to adapt activities wherever possible to reduce physical contact, including within learning groups • Activities should take place outdoors, or be replaced with low-intensity exercise, if there is not ample space for students to not have physical contact • Wearing masks during high-intensity exercise (indoors or outdoors) is left to personal choice however masks cannot replace the need for 2 metres between students. • Shared equipment can be used, provided it is cleaned and disinfected as per the guidelines in the Cleaning and Disinfecting section of the SD 5 document.
Music	<ul style="list-style-type: none"> • All classes, programs and activities can occur where physical contact is minimized for those within the same learning group

	<ul style="list-style-type: none"> • When students transition down the hallways to/from the music room, students need to follow the directional arrows, staying to the right of the hallway to maintain a minimum of 1 m physical distance from other classrooms. • Band and other music delivery plans were planned co-operatively developed by the district music specialists • Chairs are sanitized between each class by the custodial team.
Field trips	<p>Where the need for a parent volunteer should arise for a field trip, the following guidelines should be practiced</p> <ul style="list-style-type: none"> • They are required to sign a covid check list and file it with your class lists in the office • They will need to take their own vehicle and not ride the bus • They must wear PPE, even outdoors • They need to sanitize their hands • Physical distance with staff and students at all times <p>Students may wear a mask on the bus to aid in protecting the bus driver.</p>
Sports	<ul style="list-style-type: none"> • In elementary schools: <ul style="list-style-type: none"> ○ Students within the same learning group are not required to maintain physical distancing, but the activity must be delivered in a way that reduces the likelihood of physical contact beyond a brief moment. ○ Students from different learning groups are required to maintain physical distancing (2m) when indoors. When outdoors, activities must delivered in a way that reduces the likelihood of physical contact beyond a brief moment. <p><u>LOW INTENSITY SPORT ACTIVITIES</u></p> <ul style="list-style-type: none"> - For low intensity activities, middle and secondary students are required to wear masks when they are indoors, unable to maintain physical distancing (2m), and a barrier is not present. <p>As a general rule, <u>high intensity physical activities</u> involve sustained heavier breathing and elevated heart rates – most people engaged in these activities cannot say more than a few words without having to catch their breath. In contrast, most people engaged in <u>low intensity physical activities</u> can carry on a conversation without having to catch their breath.</p>
General	<ul style="list-style-type: none"> • Assemblies – virtual assemblies • No interschool sporting events • No school wide performances • Learning manipulatives that are left out will be sanitized with the electrostatic sprayer by our custodial team.
After school	<ul style="list-style-type: none"> • End of Day: Students will wash hands or sanitize and leave through the appropriate classroom door; physical distancing emphasized

	<ul style="list-style-type: none"> • For children being picked up at the end of the day, Parents/Guardians are required to be at the school at bell time and have their child meet them at their pre-arranged location • Parents must physically distance from staff, students and other families during pick up and are asked to wear a mask while on school property. • Students should promptly find their parent / guardian after school and avoid congregating.
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Teaching and Learning	
Curriculum	<ul style="list-style-type: none"> • Mental health and wellness is taking priority as a learning focus to ensure ongoing student success • Focus and emphasis on Core Competencies • Ministry of Education BC curriculum is still being followed
Instruction	<ul style="list-style-type: none"> • Trauma-informed practices will guide instruction, addressing student's passion and interests • Students will have their own learning supplies (pencils, erasers, etc), students will not be sharing supplies • School supplies can be assigned and distributed to students (numbered rulers, scissors etc) • Instruction will take place in the classroom or outdoors, students cannot be working in the hallway • Emphasis will be placed on building relationships and community within learning groups • Manipulatives will be cleaned with quat plus solution ratio of 1:80 and / or the electrostatic sprayer. Each classroom will have a spray bottle from the custodial staff. • Continued support from itinerant staff (school counsellor, student services teachers, speech pathologist, French support, aboriginal support worker and youth care worker) will still be available with personal protective equipment. All staff are required to wear masks in the hallways and classrooms unless sitting at their desk or standing at their teaching station.
Communicating Student Learning	<ul style="list-style-type: none"> • Parents can expect that reporting and communication will be following past practice which will include: Provincial curriculum for all students at all grade levels • Regular reporting, 4 formative 1 summative at the end of the year • Regular assessments at the classroom and provincial level • Parent Teacher conferences will be done virtually or on the phone, once in the fall and again in the spring.

	<ul style="list-style-type: none"> • Kindergarten classrooms will maintain a focus on play-based learning, while working to limit the use of shared materials and follow the cleaning and disinfecting protocols • Toys and items for “show and tell” will be guided by the Kindergarten teacher keeping in mind the safety of the item (photos may be a great way to share without needing to bring actual items into the school)
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<i>Itinerant and other Staff</i>	
	<ul style="list-style-type: none"> • Itinerant staff, such as student services teachers or school counsellors can work with students from multiple learning groups, but they must maintain physical distance from students and other staff and wear PPE.

<i>Transportation</i>	
	<ul style="list-style-type: none"> • In consultation with the transportation department • Students will hand sanitize or wash hands before getting on the bus • Masks for elementary students are encouraged but are not required • Some busses might have assigned seating
	<ul style="list-style-type: none"> • Parents will be encouraged to drive their children if possible but bus service continues to be available

<i>Parent Specifics</i>	
Preparing your child for school	<ul style="list-style-type: none"> • Practice wearing masks, teach no physical contact, physical distancing when possible, handwashing and hygiene, no personal items brought and shared at school, teach them to open lunch items, open water bottle, put on shoes, coats etc.
Health Checks	<ul style="list-style-type: none"> • The parent will be responsible for completing daily health checks prior to sending their child to school. If there are any changes to the initial symptoms that include a “yes” response the child is to stay home and the school contacted. Refer to Flow chart. • Parents / caregivers and students can utilize the provincial k-12 Health Check app for daily assessment of symptoms.
School access	<ul style="list-style-type: none"> • Limit visitors & no community use in Stage 2 • Exceptions: Visitor access during school hours will be prioritized to those supporting activities that benefit student learning and well-being (e.g. teacher candidates, public health nurse)

	<ul style="list-style-type: none"> Parents / caregivers and other school visitors should wear a mask, maintain physical distance and avoid crowding while on school grounds, including outside. *Any access must be arranged through the office in advance and all outside visitors must wear PPE and track for the purpose of contact tracing.
Communication	<ul style="list-style-type: none"> Please check school website for up to date COVID plans We strongly encourage you to check your email for possible updates/changes
If child gets sick at school	<ul style="list-style-type: none"> Any child who is unwell will be sent home to ensure safety of all staff and students in the building <ul style="list-style-type: none"> Parents are required to pick up their child immediately Parents must have an emergency contact listed on MyEducation that can pick up the child in the case of illness. <p>If you have questions about whether or not you should be tested for COVID-19, use the K-12 self -assessment tool. The province has created a phone service to provide non-medical information about COVID-19, including the latest information on travel restrictions. Information is available in more than 110 languages, 7:30 a.m. - 8 p.m. Pacific Standard Time at 1-888-COVID19 (1-888-268-4319) or via text message at 604-630-0300</p>
Other information:	<ul style="list-style-type: none"> Parents are encouraged to transport their own children to school, though bussing is available, consistent with our transportation eligibility policy. Continue to encourage your child to avoid physical contact with their friends (no congregating). Parents/Guardians, please remind children to cough/sneeze into elbow, sleeve or tissue and promptly wash hands afterwards Remind children about keeping their “hands to yourself” For children being picked up at the end of the day, Parents/Guardians are required to be at the school at bell time Parent/Guardians are required to stay outside of the building for both drop off and pick up of students Appointments: If your child has an appointment during the day, please make arrangements with your child’s teacher to have them ready to be picked up at the assigned location (outside of their classroom) and include the office in your communication. Phone Messages: Secretaries will call into a classroom if there is a message to a student from a parent. Please try to limit any interruptions as much as possible. No food sharing is permitted No toys, stuffed animals, etc. are to be brought to school Parents/Guardians are required to provide a filled water bottle daily as fountains continue to remain closed – water bottle refill stations are open

	<ul style="list-style-type: none"> • Cutlery will not be provided, all students need to bring everything they need for their lunch. • Students should come to school dressed for the weather of the day • Any sunscreens or lotions must be applied at home • Lunch choices that students can open on their own are encouraged <ul style="list-style-type: none"> ○ Easy to open bags, containers, thermoses, etc. • Students will bring refundable recycling from their lunch kits back home with them for proper cleaning and sorting.
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Staff Specifics	
Entering the building	<ul style="list-style-type: none"> • Please wash your hands and/or hand sanitize when you enter the building
Breaks	<ul style="list-style-type: none"> • Staff are asked to maintain physical distance from other adults when eating their lunch. There is a bottle of quat plus in each location to clean their eating station.
PPE and Physical distancing	<ul style="list-style-type: none"> • Staff members must wear PPE both with their learning group and outside their learning group except when: sitting in (or standing at) their seat or desk / workstation in a classroom or learning space; there is a barrier in place, eating and drinking and outdoors. • Physical distancing is emphasized, even when wearing a mask.
Common areas	<ul style="list-style-type: none"> • Photocopying room, book room, staffroom, library, office, etc... maintain physical distancing (1-2m). • Capacity limits are posted outside of each of the common areas
If you are sick at home	<ul style="list-style-type: none"> • Log absence in SRB • All S.D. 5 staff are required to complete the Daily Health Check
If staff become sick at school (covid symptoms)	<ul style="list-style-type: none"> • Put your absence in SRB and notify admin to cover until TTOC arrives

Health and Safety Protocols	
District Health and Safety plan	<ul style="list-style-type: none"> • Please click here for the Covid-19 protocols for school operations
Cleaning	<ul style="list-style-type: none"> • An additional part-time daytime custodian has been hired in addition to our two evening custodians • A general cleaning/disinfecting of the premises will occur once every 24 hours • High touch surfaces will be cleaned twice in a 24 hour period • Teachers will have disinfectant and wipes in their classroom spaces to also wipe down surfaces when needed

	<ul style="list-style-type: none"> • Checklist to be created by Manager of Facilities for custodial staff to keep track of cleaning
Hand hygiene	<ul style="list-style-type: none"> • Teachers/Parents will teach and review proper hand washing technique (see Appendix D in SD5 Covid-19 Protocols for School Operations)
Personal Protective Equipment (PPE)	<ul style="list-style-type: none"> • Supply of PPE will be stored in the medical room • Masks were distributed to all staff
Entering/exiting the building	<ul style="list-style-type: none"> • Students will enter and exit through their outside classroom door at all times when coming into the school; Mr. Mac's students will use the main door closest to the band room • Staff will sanitize upon arrival • Parents/visitors <i>will not</i> be allowed in the building without previous consent from the office and must complete a health screening check upon entering (see below)
Physical Distancing	<ul style="list-style-type: none"> • Students and staff are placed in learning groups of no more than 60 people total • Plastic barriers are placed in areas where there may be higher traffic (between clerical staff, at office counter, at library counter, portable barriers available) • All assemblies or big school events will be held virtually with students remaining in their classrooms
Traffic Flow	<ul style="list-style-type: none"> • Directional arrows are placed in the hallways to indicate flow of traffic • Students will line up in their designated entrance and exit doors • Staggered recess and lunch
First Aid	<ul style="list-style-type: none"> • Extra PPE (masks, face shields, gloves) will be on hand for our staff when treating student injuries • If an injury is minor, it is recommended that the staff member talks the student through self-care (ie cleaning or bandaging a minor wound, applying an ice pack) • Classrooms will have supplies of band-aids and cleaning wipes on hand to minimize students needing to go to the office for first aid. Only major first aid incidents come to the office for treatment.
Health & Safety Checks	<p>Staff: Staff are required to complete a Daily Health Check before coming to work in line with the WorkSafe BC website. The health check will be mailed every morning and is posted at the office and in the staff room. If they have any of the listed symptoms they are to stay home, and log their absence in SRB</p> <p>Students: Parents / guardians are required to keep symptomatic children home.</p>

	<p>Children showing symptoms of COVID-19 or with a temperature greater than 38 degrees Celsius must not come to school. Parents/guardians are responsible for completing daily health care screening for their child before they arrive at school or enter a bus.</p> <p>Students: The parent will be responsible for completing a Daily Health Check prior to sending their child to school.</p> <p>The daily health check questions can be found on the TM website. Children who answer ‘Yes’ to any of the questions on the health checklist will not be admitted into the school or school bus, there will be no exceptions.</p> <p>*Parents were provided with two copies of this Health Check. One was completed and provided to the school on first day of attendance. (see Appendix B in SD5 Covid-19 Protocols for School Operations)</p> <ul style="list-style-type: none"> • Once at school, any child who has any of the key symptoms will be sent home to ensure safety of all staff and students in the building <ul style="list-style-type: none"> ○ Parents are required to pick up their child immediately ○ Parents must have an emergency contact on hand in the event that a parent cannot get to the school right away. • If you have questions about whether or not you should be tested for COVID-19, use the self -assessment tool at https://bc.thrive.health/covid19. The province has created a phone service to provide non-medical information about COVID-19, including the latest information on travel restrictions. Information is available in more than 110 languages, 7:30 a.m. - 8 p.m. Pacific Standard Time at 1-888-COVID19 (1-888-268-4319) or via text message at 604-630-0300. <p>Visitors/Parents: Parent visitors are NOT permitted without prior office approval. Please contact the school office for appointments. Any necessary visitors will be asked the BC CDC guidelines listed above and that documentation will be kept on file by administration</p>
Health and Safety Training	<ul style="list-style-type: none"> • Staff were trained on September 8th and 9th on the new protocols. • Students were trained on September 10 and 11th
Health and Safety Continuance	<ul style="list-style-type: none"> • The school Joint Occupational Health and Safety Committee, JOHSC, comprised of Michelle Sartorel (P), Carissa Hart (VP), Lori Garson (CUPE) & Candace Ivanco (CDTA), will meet monthly or more

	frequently if necessary to review and ensure school-wide maintenance of health and safety protocols
Isolation Room if staff or student becomes ill	<ul style="list-style-type: none"> • When a student is unwell parents will be contacted immediately. • If the student presents with covid symptoms, they will be masked and they will sit on the bench near the office for a quick pick up. • If parents cannot be reached, the stage will be used as an isolation room until someone can be reached. • Medical room in the office will be an alternative space for isolation, if need be.
Other considerations	<ul style="list-style-type: none"> • Where possible, opening windows if weather permits and HVAC system function will not be negatively impacted. • Should ventilation systems in the school fail, staff and students are encouraged to open windows and doors or take classes outdoors for learning.

<i>Students with Diverse Abilities/Disabilities</i>	
	<p>As per the Equity and Inclusion Guiding Principles, our school has planned for students with diverse abilities/disabilities, to ensure students will:</p> <ul style="list-style-type: none"> • be able to attend school full time <u>or</u> have a plan to ensure supports and learning continue if a student needs to learn at home • have access to the necessary health and safety supports • continue to receive supports and services as identified in their IEP, including 1:1 supports • not be grouped in segregated settings as a part of the establishment of cohorts <p>It will be necessary to determine a plan for students who are immune compromised. Medical documentation will be required in order to ensure procedural practices are properly followed. (more information from Principal of Student Services). For a student with complex needs we will need to collaborate with the SST team, family, and staff; this will be a case by case conversation.</p>

Appendices:

A: <https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-education-restart-plan.pdf>

B: http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance-k-12-schools.pdf?bcgovtm=20200506 GCPE AM COVID 9 NOTIFICATION BCGOV BCGOV EN BC NOTIFICATION



