

Lumen Christi CES Community Return to School Plan – September 7, 2020

Dear Parents/Guardians,

As we prepare for the reopening of schools and the safe return of your children, we are following the direction of our Public Health authorities and the HCDSB to ensure the safety and well-being of our students. We appreciate and understand that there are still many questions about the upcoming school year but we are here to help answer any of your concerns to the best of our ability.

Please carefully review the details below which are a part of our Return to School Plan.

GRADUAL RETURN TO SCHOOL FOR ELEMENTARY STUDENTS

As you know, the first day of instruction for students (originally planned for Tuesday, September 8, 2020) has been **delayed until Wednesday, September 9, 2020.**

We will transition into the new school year by bringing Grade 1-8 students back to school in smaller groups on September 9, 10 and 11th.

All Grade 1-8 students will be in school beginning Monday, September 14th. Remote learning will also begin for students learning from home on Monday, September 14th.

A gradual return to school for our elementary students will help alleviate some of the anxiety in students by providing a calm environment to help students learn the new health and safety routines at school and practice our entry and dismissal procedures in smaller groups.

The following schedule will apply to Grade 1-8 students:

Date	Schedule
Wednesday, September 9th	Only students in Grades 1-8 with surnames beginning with the letters A-F will come to school
Thursday, September 10th	Only students in Grades 1-8 with surnames beginning with the letters G- N will come to school
Friday, September 11th	Only students in Grades 1-8 with surnames beginning with the letters O-Z will come to school
Monday, September 14th	ALL students in Grades 1-8 attending in-class instruction will come to school. Remote learning will begin for students learning from home.*

NOTE: Students registered for remote instruction will not be attending our school in-person on the gradual return days that have been scheduled between September 9 -11, 2020. These days are set aside for students who will be returning for in-class instruction, to review the health and safety protocols that will be in place in our school. **The first day of instruction for students learning from home will be Monday, September 14, 2020.**

For more information, please visit our Return to School Website here:

<https://learnathome.hcdsb.org/2020/08/28/start-of-school-delay-and-gradual-return-to-school/>

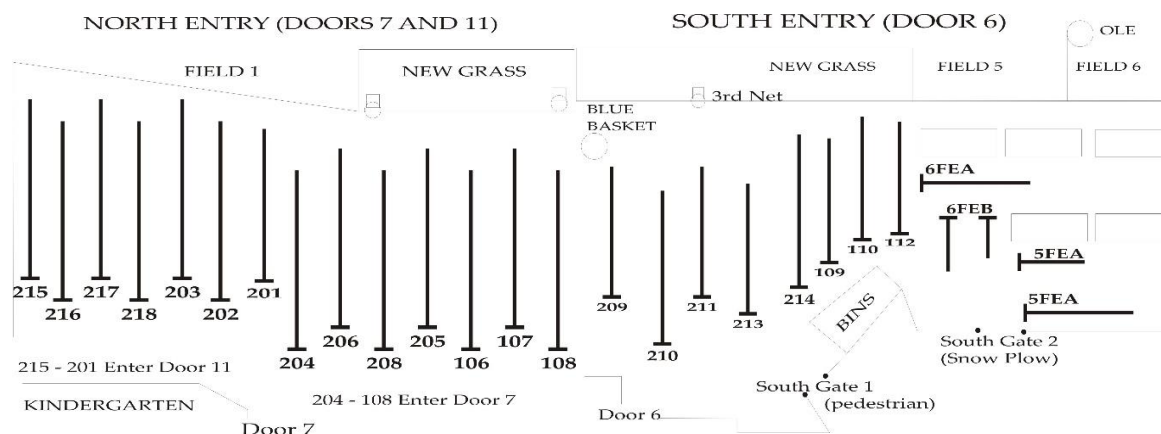
FIRST DAY ENTRY PROCEDURES

For Grade 1-8 students, each class has been assigned a line on our back pavement (see image below which shows where classes will line up by their Room Number). Upon arrival all Grade 1-8 students will go immediately to their line. Teachers will meet their classes at their lines beginning at 8:05am. Various support staff will be on duty to help students get to their assigned line.

We encourage Grade 1-8 students to arrive at one of three locations:

- **North Pavement** (Kinder side of school): Mrs. DeRosa, Mrs. Paglia, Mr. Mendola, Mr. Tielemans, Mr. Rosa, Mr. Mailloux, Mr. Adams, Mrs. LaPlante, Mrs. Gallagher, Mrs. Roach, Mrs. Hand, Mrs. Simpson
- **South Gate 1** (Near bike rack): Mrs. Chimenti, Mrs. MacIsaac, Mrs. Bernal, Mrs. Michelucci, Ms. Kosterman, Mrs. Hamilton, Mrs. Hillier
- **South Gate 2** (Near portables): Mme. Bertuzzi, Mrs. Inacio, Mr. Van Sickle/ Mme. McNeil, Mrs. Hyndman, Mrs. Mamolo, Mrs. Campbell

Following the guidelines from Halton Regional Public Health Department, we ask that only **one parent/guardian** accompany students to help maintain social distancing measures. Parents will not be allowed onto the back pavement.



End of Day Dismissal:

All Grade 1-8 classes will dismiss from their line on the back pavement. Two minutes before dismissal (2:48pm) a horn or whistle will signal older students to collect their younger siblings from their lines and leave the school property together at the bell. At the dismissal bell (2:50pm) any students with consent from their parents will leave on their own. Immediately following will be parent pick up for our students in Grades 1-3 using these assigned pick up locations:

- **North Pavement** (Kinder side of school): Mrs. Hand, Mrs. Simpson
- **South Gate 1** (Near bike rack): Mrs. Chimenti, Mrs. MacIsaac, Mrs. Bernal, Ms. Kosterman, Mrs. Hamilton
- **South Gate 2** (Near portables): Mrs. Hyndman, Mrs. Mamolo, Mrs. Campbell

Reminder: Students are expected to wear cloth masks from home and should arrive wearing one. Masks will also be provided by the Board.

KINDERGARTEN STUDENTS

Kindergarten educator teams have been in communication with all families to set up an orientation interview. Orientation interviews will take place Tuesday, September 8th and Wednesday, September 9th. (**Please note:** kindergarten students who will be doing online remote learning do not have an orientation interview). In order to honour the requirements and expectations of the Ministry of Health and the HCDSB Return to School Plan, we will be facilitating our Kindergarten interviews outside in the Kindergarten yard.

When you arrive for your interview, please ensure that you are wearing a mask and honouring social distancing protocols. Please park on the Kindergarten side and wait in your vehicle until you see that the previous family has left and the educator team signals you in. The educator team will meet with you and your child in the outdoor yard. Should you wish for your child to see the inside of their classroom, one of their educators will take them inside for a brief orientation while you wait in the yard. We appreciate your understanding and cooperation with this procedure.

After Kindergarten interviews are done there is a staggered entry schedule that supports the transition to the Kindergarten program. The staggered entry schedule is as follows:

- Tues., September 8th : Year 1 and Year 2 Kindergarten Orientation & Interviews
- Wed., September 9th : Year 1 and Year 2 Kindergarten Orientation & Interviews

- Thurs., September 10th : All Year 2 students attend school for the full day
- Fri., September 11th: All Year 2 plus half of Year 1 students to attend for the full day
- Mon., September 14th: All Year 2 plus the other half of Year 1 students to attend for full day
- Tues., September 15th : All Year 1 and Year 2 students to attend for full day

Please note: Kindergarten students enter the classroom directly upon arrival in the morning.

DROP OFF / PICK UP REMINDERS

Please keep in mind our drop-off and pick-up protocols are in place to help minimize contacts and prevent the spread of COVID-19 in our school community. Please note the following:

- Only one parent or guardian will be permitted on school property to drop off and pick up children.
- Parents and guardians will remain outside and will not be permitted to enter the school (unless there is an extenuating need, and prior approval has been obtained as per the Visitor Protocol).
- We have established designated entry and exit doors for your child's class (cohort).
- Signage will be in place to help you identify the drop-off/pick-up location for your child(ren).
- Students will line up to enter our school, and we will be implementing a staggered entry into school to limit the number of students in our hallways at one time.
- Kindergarten students will enter the school immediately upon arrival in the morning.
- Parents and caregivers are asked to leave the school property as soon as they drop off their child(ren). No gathering or congregating will be allowed on school property.
- Parents and caregivers are encouraged to use the 'Kiss and Ride' as students become more comfortable and familiar with the new routine.

Thank you for your understanding and assistance as we work together to protect our students, families and staff so that we can ensure a safe and healthy return to school for all.

DAILY SELF SCREENING

Parents and guardians must perform daily screening of their child(ren) for COVID-19 symptoms BEFORE leaving for school using the [COVID-19 Self-Assessment](#).

- Check your child's temperature to ensure they do not have a fever (temperature greater than 37.8oC)
- Monitor for signs and symptoms (including atypical symptoms) of COVID-19
- If any signs or symptoms, student and other household members must stay home, and school must be contacted.

Please note that if a student or staff member shows signs or symptoms of COVID-19 or has come into close contact with anyone suspected or confirmed to have COVID-19, they cannot come to school. They must self-isolate and be tested for COVID-19.

Parents are able to access the **Daily Screening Checklist for HCDSB students** [HERE](#).

STAGGERED RECESS & MASK BREAK

In order to ensure physical distancing we will have staggered recesses all day. We will have two morning recesses, two lunch recesses and two afternoon recesses. Each class will be designated a "zone" on the field/pavement and they will stay in their "zone" each recess ensuring they are only with their class/cohort. Teachers will be walking their class to their "zone" for each recess and will pick them up from the "zone" at the end of recess.

According to the Public Health and HCDSB guidelines, outdoor times will be used as opportunities to provide students with a break from wearing masks if they are within their cohorts.

TRANSPORTATION REMINDER

As per the email sent from HCDSB last week, there will be no transportation for students until Monday, September 14th, 2020. Students who take the bus will be required to find alternative transportation for the staggered entry days.

Courtesy Seats Not Offered on School Buses for the 2020-21 School Year

Each year, in accordance with [HSTS Procedure HS-1-004 – Courtesy Seats](#), families with children who are not otherwise eligible for school bus transportation to and from school are allowed to apply for courtesy seats on school buses.

We are writing to advise that Halton Student Transportation Services (HSTS) WILL NOT be able to accommodate courtesy seats for the 2020-21 school year. Based on guidelines received from the Ministry of Education and in light of physical distancing measures that will need to be in place for September to prevent the spread of COVID-19, offering courtesy seats will not be feasible for next school year.

As a result, the courtesy seat application process is now CANCELLED for the 2020-21 school year. Given the current measures in place for physical distancing, all applications

received to date cannot be accommodated. We apologize for any inconvenience this has caused.

Help Us Plan for September

If your child is eligible for bus transportation but does not plan on riding the bus to school next year, please complete the HSTS [Opt-Out Form](#) online.

Visit the HSTS website for more information: www.haltonbus.ca

LUNCH TIME PROCEDURES

For the health and safety of our students and school community, it is strongly recommended that all elementary students remain at school for the full duration of their lunch periods. Please note that students will not be allowed to go out for lunch with friends. If you pick up your child for lunch a parent/guardian must complete the COVID-19 Self-Assessment before the child comes back to school.

As we limit visitors to our school throughout the day, **lunch drop offs will not be permitted during the school day.**

Parents and guardians are asked to provide their child(ren) with lunch in the morning before students enter the school building.

Considerations for Lunch Prep:

- Lunches should be prepared as individual meals and snacks.
- Sharing food items will not be permitted.
- Reusable water bottles are encouraged.

Thank you for your understanding as we limit the number of visits and contacts to our school community to protect the health and safety of our students and staff.

USE OF MASKS AND PERSONAL PROTECTIVE EQUIPMENT (PPE)

The use of personal protective equipment (PPE) is one of the measures we will have in place in our schools to help prevent the spread of COVID-19.

PPE is protective clothing or equipment designed to protect the wearer's body from injury or infection. PPE can include gloves, masks, face shields, gowns, safety shoes etc.

Wearing of Masks at School

- Medical masks will be worn by all teachers and other school staff.
- All **HCDSB students (K- 12) are required to wear non-medical masks/ face coverings at school**. Reasonable exceptions to this requirement will be put in place (see below *Exemptions for Mask Wearing*).

[Use of Non-Medical Masks or Face Coverings in Schools – Tip Sheet](#)

Exemptions for Wearing Masks

Reasonable exceptions to mask wearing will be considered.

An exemption may be requested for a student in Grades K-12 for the following reasons:

- A pre-existing medical condition.
- A diagnosis or learning profile that would limit a student's ability to tolerate or safely wear a mask, including whereby a mask would affect essential communication for a person who is hearing impaired.
- Other, as detailed by a healthcare practitioner.

If any of the above conditions apply to your son/daughter, please contact the Main Office.

WHAT HAPPENS IF YOUR CHILD FEELS UNWELL AT SCHOOL?

It is important for your son or daughter to let their teacher know if they are feeling unwell at school.

Students who show signs/symptoms of COVID-19 during the school day **will be taken to our school's designated 'isolation room' where they will be cared for and supervised until the parent or guardian can pick them up.**

It is very important that we have current contact information for all our families so that we can get in touch with you quickly. Please contact our school office if there have been any recent changes to your contact information.

STUDENT LEARNING MATERIALS

Student learning materials will be provided this year. Each class is prepared with the materials the teacher deems necessary for instruction, such as pencils, eraser, ruler, etc. Due to COVID restrictions, students will not be permitted to share materials at school so we have done our best to ensure all items are here for your child(ren). The school has pencil cases/ tool kit bags for students, however, if your child wanted to bring his/her own pencil case to school they may. No materials will be going home so if

you are sending in a pencil case it will remain at school. Students will be required to keep their belongings (backpack, lunch bag, etc.) in their personal space in the classroom as there will be no access to lockers for Grade 1-8 students.

VISITOR PROTOCOL

This school year as per HCDSB direction, in an effort to minimize contacts and help prevent the potential spread of COVID-19, we are limiting visitor access to our school.

All visitors, including parents and HCDSB staff who are not assigned to our school, will require approval and pre-screening before entering our building. Only visits that are deemed absolutely essential will be approved – e.g. visits by the Fire Marshal's office or by public health. Where possible, meetings or visits will be conducted virtually.

Visitors who are granted approval will be required to complete an online screening form prior to arriving at our school. Once inside, all visitors will be required to wear masks.

We appreciate your patience and understanding as we do all we can to ensure a safe and healthy return to school for all.

WATER BOTTLES

Students and staff will be able to bring reusable water bottles and refill them at designated refill stations in our school. We are working with the Board to add another water refill station on our second floor. For the health and safety of our students and school community, the use of water fountains for drinking will not be permitted.

Water Fountains and Reusable Water Bottles:

- Each student is required to bring their own drinking bottle to school that is labeled, kept with them during the day, and not shared with other students.
- All water fountains will be wrapped and/or made inoperable.
- Although bottle filling stations will be in use, students and staff are not advised to touch any filling station apparatus.

KINDERGARTEN TO GRADE 8 REMOTE LEARNERS

Information will be forthcoming from the Board with respect to the creation of Virtual Classrooms. Remote Learning will begin September 14th, 2020. Thank you for your patience as the Board works to get this organized.

BICYCLES AND SCOOTERS

We are not able to ensure and provide the required physical distancing for COVID-19 restrictions as per the Public Health and HCDSB guidelines for our bike rack area. Our bike rack is located near one of our main entry/exit points. This means for now, students will not be permitted to bring bikes and scooters onto school property. We have contacted our Facilities Department to see what arrangements can be made. Thank you for your cooperation and understanding.