



# QUEEN OF HEAVEN CATHOLIC SCHOOL



## WEEKLY UPDATE # 1 – SEPT. 3<sup>RD</sup>/21

**Welcome back** to the 2021-2022 school year! We are **excited** to return to in-person learning after a long break away from our beautiful Queen of Heaven School. We continue to pray that our families and staff remain healthy, hopeful and resilient as we embark on a new journey in Catholic education.

Our staff have been busy preparing to welcome our students back in a safe and nurturing manner with our **ultimate goal being able to maintain in-person learning where children thrive, renew friendships and are excited to learn**. We thank all our wonderful parents for your ongoing support and partnership as we have navigated the difficult process of raising and teaching our children during the pandemic; these past two school years have been the most challenging of all years, but our collective faith and hopefulness sustains us as we journey forward together in Christ.

### Class Placements for the 2021-2022 School Year

There is a **new process** to access class placement for the 2021-2022 school year. The HCDSB plans to make accessible this information at 3:00 p.m. on Friday, September 3<sup>rd</sup>, although delays are possible as new registrations continue to arrive at many of our schools.

Beginning today, September 3<sup>rd</sup>, parents can access their child's **class placement information** beginning at 3:00 p.m. All schools are currently finalizing elementary class placements and making adjustments based on new registrations coming in this week. Final placements will be available on **Friday, September 3<sup>rd</sup> after 3:00 p.m.**

- Parents and guardians will be able to access the class placement for each child, using your child's **Office 365 email** and **password**. You will not require your child's OEN number. [See step-by-step instructions](#).
- If your family is new to HCDSB, your child(ren) will not yet have an Office 365 email. In this case, you will receive an email from your school with your child(ren)'s class placement(s).

**NOTE:** as directed by the HCDSB, due to the timing and complexity of the process this year, schools will **not be able to accommodate requests for changes to class lists**.

On the first day of school all students and parents **MUST** wear a mask on school property. **Even students with a medical mask exemption need to wear a mask until all documentation is in place and formally accepted by the school office.** We encourage all students to walk, bike, or scooter to school. Any parents using Kiss and Ride are asked to remain in their vehicle. A supervisor will assist students out of the vehicle and walk to the school yard. Parents parking their vehicle are asked to remain in their car.

**Kindergarten students** will have a staggered start to Queen of Heaven. Please see the chart below for a general schedule for Kindergarten students start date. Each JK family and **new** to

Queen of Heaven **SK students** were mailed a schedule for with an interview time.

<b>Tuesday September 7, 2021</b>	JK and new SK students to Queen of Heaven Classroom Visits
<b>Wednesday September 8, 2021</b>	JK and new to Queen of Heaven SK Classroom Visits
<b>Thursday September 9, 2021</b>	Staggered entry for 1 <sup>st</sup> half of JK students & full entry for SK students
<b>Friday September 10, 2021</b>	Staggered entry for 2 <sup>nd</sup> half of JK students & full entry for SK students continues
<b>Monday September 13, 2021</b>	<b>All JK/SK students attend school</b>

**Students in grades 1-8 will have a staggered start to school**

<b>Tuesday, September 7<sup>th</sup></b>	Families with last name ending in <b>A-K attend</b>
<b>Thursday September 8<sup>th</sup></b>	Families with last name ending <b>L-Z attend</b>
<b>Friday September 9<sup>th</sup></b>	All grade 1-8 students attend today and onwards

**First Day of School Procedures**

Students should arrive next week **knowing their teacher's name**. All students, parents and guardians **must wear a mask** once stepping onto school property. Students will be given one mask from their classroom teacher when they get into their classroom. We encourage parents to purchase multiple masks for each child and send an extra daily mask carefully sealed in a baggie of some sort each day to school with their children.

On **Tuesday, September 7<sup>th</sup>**, all grade 1-8 students who have a last name ending in **A-K** will attend school this day; on **Wednesday September 8<sup>th</sup>** all students from grade 1-8 who have a last name that begins with **L-Z** will attend school this day. All grade 1-8 students will be in full attendance beginning Thursday, September 9<sup>th</sup>, 2021.

- Upon arriving on the 1<sup>st</sup> day our **Grade 7-8 students** will [enter the school directly](#) beginning at 8:20 a.m. wearing a mask and maintain social distancing. They will go directly to their classroom. Once our grade 7 & 8 students enter the school and move upstairs to their classrooms, they will line up in the hallway and wait for the teacher to check them in. While entering the school (and while on school property at morning arrival and afternoon dismissal) all students will wear their masks and maintain physical distancing. Hand sanitizing will take place before students enter their classrooms. The use of lockers will be re-introduced later this term once protocols and routines have been firmly established.
- Upon arriving on the 1<sup>st</sup> day of school, **all students in Portables 1-8** should look for their teacher who will be waiting outside one of the portable doors and line up outside the portables on the pavement markings: [Portable #'s 1-4 \(McGeragle](#) in Port #1, **Galley** in Portable #2, **Hustler** in Portable #3 & **Dias** in Port #4 are located on the [South side](#) of the property; [Portables #5-8](#) are located on the [North side](#) of the property (**Traficante** in Port #5, **Townsend** in Port #6, **Buenaventura** in Port #7 & **Buczek** in Port #8) .Students need to wear a mask and maintain physical distancing. Students will stand on the painted white markers and wait for their teacher to check them in. Hand sanitizing will take place upon entering the classrooms.

- Again, on the 1<sup>st</sup> day of school, our teachers from **grades 2-6 who teach inside the school** will form class lines on the field area. Chairs with teacher signs/names/grade level on them will show students where to gather. These students must wear a mask and maintain social distancing. Once students are in their proper lines, teachers will account for all students and then head into the building. Parents need to respect the pylons and remain clear of this area to allow our teachers to gather their classes. For safety reasons and to limit exposure to others, **we respectfully ask parents NOT to remain and linger on school property**. Please leave immediately once your child is on the playground as we have supervisors present to assist them. Thank you!
- All **grade 1 students** will enter the **kindergarten playground** (they are all accustomed to this area from SK) and will form lines inside the kinder play yard. Teacher name signs will be posted. Parents, please remain outside the kinder yard and do not enter the gated area. Our staff will assist our grade 1s find their proper line-ups. Thank you!

### Use of Masks and Personal Protective Equipment (PPE)

**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. In the event that there is a student or staff member not wearing a mask, please do not address this with the individual. Bring your concern to administration and we will investigate. The individual may have an approved exemption to not wear a mask to due medical or other approved reasons.

**All students will be given one mask the first day of school.** Students should also have a stockpile of their own masks and regularly clean the cloth masks and dispose of soiled masks.

Staff and students are responsible for appropriate storage of PPE and nonmedical masks.

Disposable PPE is intended to be discarded after each use, in cases where masks are being removed temporarily (for example when eating), **appropriate hand hygiene** must be performed before/after removing mask. Masks can be placed into a clean zip lock, paper bag or similar storage container (or clean paper towel on desk). Follow instructions for appropriate mask use including hand hygiene.

### Hand Hygiene

Hand hygiene is one of the most important protective strategies. Hygiene education and routines will be explicitly taught the first day of school and reinforced regularly. Training on hand hygiene, including the use of alcohol-based hand rub and its use will be reinforced throughout the school year.

Students in classrooms with sinks will wash their hands

- before and after they eat snack or lunch
- before and after they use the washroom
- before and after they use shared items in the classroom (books, manipulatives)
- before and after they go outside for recess or outdoor class instruction

For students in portables or in classrooms without sinks, hand sanitizer will be the method of cleaning. Students may also go to the washroom to wash their hands. When they are

walking with a partner, they will maintain 2 m of physical distancing. Only the student washing their hands will enter the washroom as washrooms will have strict capacity restrictions to avoid and prevent increased exposure to other cohorts of children.

Hand hygiene stations with alcohol-based hand rub (ABHR, minimum 60%) are at all school entrances along with COVID-19 information/signage (e.g., screening information, hand hygiene, physical distancing).

Proper and frequent hand hygiene practices by staff and students will be encouraged:

- Soap and water for at least 20 seconds
- At regular time intervals throughout day
- Before/after eating food
- After using washroom
- Before/after outdoor play

Soap and water are preferred when hands are visibly soiled. Alcohol-based hand sanitizer can be used if handwashing is not possible.

Classroom Teachers will use the resources below to educate students on proper hand washing techniques at the beginning of the school year. They will also conduct monthly reviews.

### Hand Sanitizer

- Hand sanitizer wall dispensers are located at the main entrance of Queen of Heaven and at prominent side entrances.
- Hand sanitizer pump dispensers are provided in all classrooms without a sink, including portable classrooms
- Students are encouraged to bring personal sized hand sanitizer that is unscented.

### Physical Distancing

As much distancing as possible between all individuals is always promoted. Physical distancing measures will be supplemented with other public health measures supported by health and safety strategies, such as screening, adapted school environments, cohorting, hand hygiene, enhanced cleaning, and masking.

Distancing should be maintained between and within cohorts in both indoor and outdoor learning and play spaces when possible. The school will have plans in place that are site-based to monitor/enforce physical distancing.

Physical distancing strategies that will be incorporated in school include:

- Increased physical distance of chairs and tables/desks in all rooms (including library, staff areas).
- Classes can be held outdoors when appropriate and when weather permits.
- Student desks will be arranged with as much distancing as possible and facing in the same direction.
- Staggered periods of student movement around school and students will be discouraged from congregating in hallways.
- Staggered student/staff lunch/break times, recess times and use of communal spaces (e.g., library, gym, cafeteria, staff room).

## Daily Routines

Supervision on the yard begins at **8:20 a.m.** We are encouraging all students to walk, scooter, bike or board to school. Students should enter the school playground with their masks on, walk to their line and stand on the designated painted marker. **Parents - please pack all belongings your child(ren) will require (including lunch, water and snacks) for the entire school day** in their backpacks. We need to avoid interruptions and unnecessary visitors to the school. Visitors are restricted to essential visitors by appointment only. An unpacked student belonging does not constitute an essential visitor so please be as organized as possible and ensure your child(ren) leave home with everything they need to be successful for the entire school day. Thank you for your attention to this important issue.

Bus students will exit the bus, keep their mask on and walk to the back of the school and join their class line. Students who arrive on private transportation will keep their mask on, walk to the back of the school and join their class line.

YMCA students will be dismissed to the playground at 8:20 a.m. and walk to join their line.

Once our **kindergarten program** is in full swing following the staggered entry and interview schedules, our JK/SK students will go directly into their classroom where they are supervised by the Early Childhood Educator. Supervisors will be at each gate and on the Kindergarten yard to help students get to their classroom. Student must use gates closest to their classroom.

- **Room 101 and 102** will enter through the first gate closest to Savoline Blvd.
- **Room 103 and 104** will enter through the next gate across from the door 12.
- **Room 105 and 106** will enter through the gate by room 103 and 104 and will walk to the back of the Kindergarten yard and enter through their door.

Parents or guardians parking their vehicle must try and remain in their vehicle if possible. If a parent or guardian must get out of the vehicle, all distancing rules apply, they **must be wearing a mask** and we ask that only one person get out of the vehicle with the student.

When using Kiss n' Ride, we ask parents remain in their vehicle. Children will exit the vehicle, with their mask on and supervisors will help guide students to the school yard.

## School Bus Transportation

Halton Student Transportation Services (HSTS) has been working closely with our board to finalize all busing schedules and services. Please visit the [www.haltonbus.ca](http://www.haltonbus.ca) for any information you may need to support your children who ride the bus to Queen of Heaven. Please note, **all bus students will be required to wear a mask on the school bus and will have assigned seating**. For those eligible, busing begins the first day of school, September 7<sup>th</sup>.

## Late Arrivals

We encourage all students to **arrive at Queen of Heaven close to the bell at 8:35 a.m.** If your child is late, he or she must enter the school at the main doors. They will be signed in and escorted to their classroom using the shortest route. Parents will not be able to enter the school with their child.

## Medical Update

Returning students who have a medical condition should have received their existing **Student Plan of Care** (either at the end of last school year or during the week of August 30<sup>th</sup>). Parents are asked to review the information, update directly on the package and return to the school as soon as possible. New students should have received the appropriate Medical Condition Package at

the time of registration to complete and return to the school.

The information that families provide in the Student Plan of Care is critical in ensuring we are keeping our students safe while at school. Please send the updated Medical Conditions package to school with your child next week. Students with Anaphylaxis Allergies are expected to have an epinephrine auto-injector (e.g., Epi-Pen) that they carry with themselves at all times. A second epinephrine auto-injector is required to be housed in the main office. Students with Asthma are expected to carry their inhaler with them at all times. ***Please ensure your child has the appropriate medication with them to keep them safe at school. All students with medication must have filled in the appropriate paperwork.***

If your child has other prescription or non-prescription medication that is required at school, please contact the main office as there is required paperwork to complete.

### **Queen of Heaven Catholic Parent Council**

Queen of Heaven Catholic Parent Council Nomination packages are available for anyone that wishes to volunteer to be a part of the Queen of Heaven Catholic School Council. Please call the office and request a package be emailed or sent home in your child's bag. Nominations must be submitted to the office by **Friday September 17<sup>th</sup>, 2021.** The First Council Meeting will take place as a **virtual** meeting on **Wednesday, Sept. 29/21 at 6:30 p.m.**

### **Lunch Programs at Queen of Heaven Catholic School**

All Lunch Box programs as well as our daily Milk Program will not be running to begin the school year. The Ministry's Return to School Plan does allow for the reintroduction of lunch programs at school, so we eventually look forward to being able to offer these optional services once again at Queen of Heaven school. Following our measured and cautious approach, we will establish all routines and safety protocols first and then begin examining how we can safely reintroduce these special services in the future, dates to be determined. For now, all lunches should be packed in student back packs and brought with them when they arrive in the morning each day. Please **do not plan to drop off lunches at the school** as visitors are still restricted to essential visitors by appointment only. We also encourage all students to stay at school for lunch again to limit the coming and going of students and exposing our school population to the least amount of people outside of their class cohorts. Of course, this remains parents' discretion but please consider for increased safety – thank you!

### **Daily Self-Screening Tracking Requirements - Covid-19**

New this year, the Ministry of Education is requiring elementary schools to track and verify that each student has engaged in the daily self-screening of Covid-19 prior to entering the school building. To this end, please see the [tracking sheet at the end of this communication](#) required to be **completed for EACH child for all school dates from September 3<sup>rd</sup> to September 17<sup>th</sup>, 2021.** Teachers will also provide a hard copy of this form to all students on the first two days also just to ensure all families receive them. Sorry for this level of scrutiny - we are just following Ministry and HCDSB mandated expectations!

### **LTS - Lunch Time Supervisors**

We are in need of additional parents to serve as lunch time supervisors. This is a paid position and a wonderful way to help support our Queen of Heaven School community. If you have time to offer between approximately 11:20 a.m. to 1:00 p.m. daily, please contact our Vice Principal Mrs. Robinson at the school for additional information. Thank you!!

Thank you for taking time to read all this important information. Together, we look forward to providing the best possible education in our Catholic learning environment for your children!

