

**Blakeburn Elementary School Startup 2020-2021**

August 28, 2020

Dear Parents,

Welcome back to the 2020-2021 school year at Blakeburn Elementary, we are excited to see our students and to begin the year. Our school is getting ready to welcome students back to school in a safe and controlled manner. The Ministry of Education announced that BC schools will open in Stage 2 where students are encouraged to attend daily as schools will not be able to provide the remote learning options that we did in June. The first day of school for students is Thursday, September 10th. You can read more here: <https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-education-restart-plan.pdf>. On Tuesday, September 8th and Wednesday, September 9th staff will be reviewing and implementing safety procedures within the school.

The Ministry also has a site with information for parents: <https://www2.gov.bc.ca/gov/content/education-training/k-12/covid-19-return-to-school>

We have worked under the guidance of public health authorities and the Ministry of Education to develop a plan so that students and staff can learn and work together safely. We are ready to welcome your child back to school. We will strive to keep learning as the focus, but school *will* look different as health and safety are critical factors in our planning. Below is a brief summary of some of the actions taken to safely restart school this September.

Health and Safety

* Daily health screening check for students (by parents) and staff before arriving at school.
* Students who are ill (cold, flu or [showing Covid-19 symptoms](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/symptoms)) must stay home. If a child becomes ill during the school day, they will be isolated from their Learning Group/class and the parents contacted to come and pick up as soon as possible.
* Families arriving from outside of Canada must self-isolate for 14 days before entering school.
* There will be enhanced cleaning protocols especially focused on high touch points (doorknobs, faucets, etc.)
* Teachers will be encouraged to take their class outside more frequently.
* A staggered schedule may need to be adopted to promote physical distancing at drop off/pick up; and recess and lunch times.
* There will be no large gatherings (assemblies, special events, open house) at this time.
* Elementary students are welcome to wear a mask, but it is not mandatory at this time.
* No sharing of food or drink.
* Parents and visitors must make an appointment to meet with staff. There will be limited access to the building by parents and visitors. All visitors must sign in for the purpose of contact tracing. Virtual meetings will be an option for staff and parents.
* We also ask parents to also practice physical distancing (staying apart 2m) when on school grounds. This is for your safety and good modeling for our students.

Learning Groups

* A [Learning Group](https://www2.gov.bc.ca/gov/content/education-training/k-12/covid-19-return-to-school#learning-group) is defined as a group of students and staff who remain together for an extended period of time and who interact primarily with each other.
  + In the Coquitlam School District, the Learning Group will include your child’s classmates and any staff assigned to work with the students on a regular basis, like your child’s teacher.
  + Within the learning group, while there will be less opportunities to physically distance, physical contact will be discouraged.
  + The learning group will stay together. Students will learn, eat and play together.
  + Class size limits have not changed, therefore a kindergarten class will have no more than 22 students along with the staff who work regularly with the classroom; a primary class with no more than 24; and an intermediate class with no more than 30 students in the group.
  + The Ministry of Education has stated that Learning Groups cannot exceed 60 people at elementary school. Therefore, our Learning Group sizes are well under the provincial limits outlined in Stage 2. In most cases our Learning Groups will be kept well below 60.
* Morning, recess, lunch and afterschool schedules and routines will be adjusted to keep Learning Groups apart as much as possible.
* If children interact with students or staff from other learning groups, they will be expected to practice physical distancing wherever possible and not engage in physical contact. In some cases, specialist teachers who work with children from different learning groups (ie. Learning assistance or English as a Second Language) will wear a mask and/or use plexi barriers if physical distancing is challenging.
* Parents and students will learn who their child’s teacher and Learning Groups/class is before school begins on Monday, September 14th. We expect Learning Groups to be finalized and students attending full days beginning September 14th.

Educational Programming

* Our school will be focused on in-class instruction during stage 2.
* Students will spend most of their educational time in their classroom, as there will be reduced movement of students between learning spaces.
* Student well-being will be guiding educators in planning and supporting the successful return of students to school.
* Students with disabilities/diverse abilities will continue to be supported by the goals outlined in their IEP.
* Regular health and safety practices (frequent hand washing) will take up some instructional time.
* There will be an adjusted Welcome to Kindergarten schedule. Further information will be communicated soon.
* Students will continue to receive report cards.
* Parents of children who are medically diagnosed as immunocompromised by a physician should contact me by Tuesday, September 1st. The following links are provided for your reference:

<http://www.bccdc.ca/Health-Info-Site/Documents/COVID-19-IS-Children-FAQ-BCCH.pdf>

<http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19-easing-social-distrancing-IS-children.pdf>

**BLAKEBURN SPECIFIC INFORMATION**

**First Week Schedule.**

**Tuesday and Wednesday Sept 8 and 9** -Staff will be in the building going through health and safety guidelines and preparing for students. Students will not attend.

**Following is the district plan for elementary students on Thursday, September 10th and Friday, September 11th:**

**Thursday Sept 10**- Students attend school for a welcome and enrolment count. Duration: 10-15 minutes. Students in Gr 1-5 will come in by alpha groups- 6 groups total- students go to last years’ classes where attendance will be taken. There will be signs on the outside of the school with last years teacher’s names- this will be the same as in June. Students will line up at these spots and wait for a teacher to come collect them(students should be as social distanced as possible).

Kindergarten students will follow the same schedule, by alpha, and will go to the gym for attendance and there will be an addition zoom call for story time with the kindergarten students/teachers in the afternoon- a zoom link will be sent to parents(more information will come to the kindergarten parents with gradual entry info in the next few days).

**Friday Sept 11**- Students will attend safety orientation sessions. Duration: 60 minutes. Students in Gr 1-5 will be in for 1 hour – by alpha- 3 groups total– We will be reconnecting with children and completing an important health and safety orientation with them; health and safety, movement in building, classroom set up, what a learning group is, schedules for recess/lunch and start/end. They will again line up outside at last year’s classes for entry and exit.

Kindergarten teachers will be doing individual welcoming conversations in the gym for Sept 11/14(more information will come to the kindergarten parents with gradual entry info in the next few days). Kindergarten students will only be on site for their learning conversation time on Sept 11 and 14.

**New students** – Students new to the school (other than kindergarteners who will go to the gym) should line up at the front doors. A teacher will come to get them and take attendance on the Thursday and on Friday they will join a group for the health and safety orientation. Both days they line up outside the front doors.

\*Note There are families that have multiple children with different last names. Please bring all your children at one time to make it easier for you.

|  |  |  |  |
| --- | --- | --- | --- |
| Thursday,  September 10 | Groups of Students | Friday,  September 11 | Groups of Students |
| 9:00-9:15 | A-D | 9:00-10:00 | Students with last initials A-I |
| 9:30-9:45 | E-H |  |
| 10:00-10:15 | I-L |  |  |
| 10:30-10:45 | M-P |  |  |
| 11:00-11:15 | Q-T | 11:00-12:00 | Students with last initials J-R |
| 11:30-11:45 | U-Z |  |
|  |  |  |  |
|  |  | 1:00-2:00 | Students with last initials S-Z |

Students will line up outside at their Last Year teachers spot. Please check for doors and names.

|  |  |
| --- | --- |
| **Door #** | **Last year’s Teacher Name** |
| 1 | Hartl/Nazari |
| 1 | Harris/Eden |
| 1 | Austin/Marrs |
| 2 | Harvey |
| 2 | Elliott |
| Rm 154 – outside door | Aguiar |
| Rm 162 – outside door | Sales/Mackenzie |
| 3 | Vivian |
| 3 | Brown |
| 3 | Pidilisecky/Yeung |
| 4 | Yeager |
| 4 | Hoyle |
| 5 | Ciolfitto |
| 6 | Pagazzi |
| 6 | Akselin |
| 6 | Urquhart |
| 7 | Downing-King |
| 7 | Shin/Morwick/Heuchert |
| Front door | New students |

**The schedule moving forward starting Sept 14 will be:**

* We are hoping that we will have classes set and students going into their learning groups for Monday the 14th. You will most likely be notified by email with this information on Sept 12/13.
* There will be 2 shifts of students so that we have a limited number of students entering/exiting the school at any one time and having recess or lunch etc at any one time.
* We will have staggered entry/recess/lunch times and the lunch period will be shortened by 13 min(15 min to eat/25 min to go outside) which will mean that the length of the overall day will be shortened as well. Student class time will remain the same overall.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| entry time | Shift A 8:45 | Shift A 8:45 | Shift A 8:45 | Shift A 8:45 | Shift A 8:45 |
| entry time | Shift B 8:55 | Shift B 8:55 | Shift B 8:55 | Shift B 8:55 | Shift B 8:55 |
| Recess | Shift A 10:35-10:50  Shift B 10:55-11:10 | Shift A 10:35-10:50  Shift B 10:55-11:10 | Shift A 10:35-10:50  Shift B 10:55-11:10 | Shift A 10:35-10:50  Shift B 10:55-11:10 | Shift A 10:35-10:50  Shift B 10:55-11:10 |
| Lunch | Shift A 11:55-12:35  Shift B 12:25-1:05 | Shift A 11:55-12:35  Shift B 12:25-1:05 | Shift A 11:55-12:35  Shift B 12:25-1:05 | Shift A 11:55-12:35  Shift B 12:25-1:05 | Shift A 11:55-12:35  Shift B 12:25-1:05 |
| exit time | Shift A 2:32 | Shift A 2:32 | Shift A 2:32 | Shift A 2:32 | Shift A 2:32 |
| exit time | Shift B 2:42 | Shift B 2:42 | Shift B 2:42 | Shift B 2:42 | Shift B 2:42 |

* We respectfully ask that parents/guardians do not come to school early to drop off students. With the two drop off times this should allow everyone to come into the school in a timely manner. If a child is late they will check in at the office for a late slip. For students who require EA help the EA will meet the student outside and then walk them into the school. Parents will not enter the building at drop off and pickup. This includes kindergarten classes.
* We will have students line up outside before coming in. They will have a designated door to come in and out. Once students are assigned a class please check the info for Shift A and Shift B for where your child/ren will line up.
* If parents need to speak with staff please email the person you would like to see and then set an appointment up. Preferably this can be done virtually. If this must be done in person parents will have to follow the health and safety guidelines for being in the building and agree to the Daily Health Questionnaire.
* If items must be dropped off for a child after they have entered the building they should be labelled with the child’s name and teachers name. Parents will come in the main doors (#1) only and they will be put items in the bins at the table outside the office, then parents will let the office staff know they are dropping something off. Students will be called down to the office to get it.
* Our PAC Hot Lunch and the Lunch Lady programs will not go forward this year. We will go forward with the fruit/veg program but will start up later in the year. This means that you will need to pack a nutritious snack and lunch for your child every day.
* If parents are picking up their child early for any reason, please make sure they let the office know and the child will be sent down to the office to be picked up at the front doors. Parents will not be allowed to go to the classroom to get the child or drop/pick up items.
* For recess and lunch students will eat in their own classrooms and play with their learning group in a designated area. This will limit the interactions with other students and will help keep our students safe.
* Students will be brought to the same doors for exit at the end of the day.

There will be tape marking off social distanced spaces so that students are spaced out and as well, signs with the teacher’s names so students know the spot to go to.

**The classes are divided like this:**

**Shift A Entry/Exit Door(we have maps at each door)**

Urquhart 1

Weslowski 1

Vivian 2

Akselin rm 154 – outside door

W. Rogers 3

Yeager 4

Posting 6

Pagazzi 6

Morwick 7

**Shift B Entry/Exit Door**

Harris/Eden 1

Elliott 2

Sales/LeeLaw rm 162 -outside door

Brown 3

Pidlisecky/LeeLaw 3

Martins 4

Ciolfitto 5

Hartl/Howell 6

Posting gr 3 7

**Stage 2 Return to School Survey for Blakeburn Elementary**

We need to know how many students are returning to school or what your plans are if you are choosing an alternative educational plan. There is important information in the survey. ***It is critical that you complete the survey to provide us this information.*** If you are choosing an alternate educational program, such as distributed learning or homeschooling, we cannot guarantee that your child can return to our school if you re-evaluate your plans later in the year. Please contact me if you are undecided.

I have included the link for the survey <https://forms.office.com/Pages/ResponsePage.aspx?id=74xl2ZICUkKZJWRC3iSkS0j_5hZ7TBFPiT_fIKZ-fZFUNlJRRlZYVTc2N01BSkZJSjA3NTJHNkNQWC4u>

**If you know someone who has school aged children and has moved into our neighbourhood, please encourage them to contact (phone or email) the school as soon as possible to arrange registration.**

Please note that the Provincial Health Officer and the Ministry of Education may decide to move to different stages in response to Covid-19 situation in British Columbia and we will inform you should this occur, advising next steps.

Please find attached a document for your review titled ‘Stage 2 Health and Safety Protocols: K-12 – Parents’.

I will be following up with more information next week. For kindergarten parents more information on gradual entry will come out next week as well.

Blakeburn is an amazing community and all partners are integral to making our school a great place to be. We all appreciate the time and thought that parents, staff, district staff and our students are putting in to make the upcoming year a wonderful experience. I look forward to working with your family this year.

Sincerely,



Michele Reid

Principal

Blakeburn Elementary