**Blakeburn Elementary School Opening Week Procedures**

**2022-2023**

Take Care of Yourself, Take Care of Others, Take Care of This Place

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August 29, 2022

To the Blakeburn Community,

Our school is getting ready to welcome students back to school next week. We are looking forward to having everyone in the building and getting down to learning, being with friends, and having fun at school. Things are getting back to a more normal school start this year which is fantastic. One schedule, one recess/lunch, lighter health and safety protocols, being able to have gatherings, going on field trips, have volunteers in classrooms and more. I know that there will be some questions around opening week, what class your child is in etc so please read the information below where we hope to answer most questions.

Health and Safety

* Staff and students are welcome to wear masks but this is voluntary.
* 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)) should stay home.   If a child becomes ill during the school day, parents will be contacted to come and pick them up as soon as possible.
* Hand hygiene (hand washing or sanitizing) will continue as a regular practice throughout the year
* Parents and visitors should make an appointment to meet with staff.  All visitors must sign in/wear a visitor tag
* We also ask parents to respect other people’s personal space when on school grounds.  This is for your safety and good modeling for our students.
* Bounce will start up again but it will be a modified schedule for students and parents. The students in our grade K/1/2 have never had an assembly nor done bounce and we will have to teach routines/protocols around this and our gr 3-5 students will also need a refresher. We will take time to do this and ensure that the experience is a meaningful and positive experience for all. Parents will be invited once we believe we are ready, we are hoping by mid October.

Educational Programming

**Here is some school specific information around schedules, supplies, classes and more for the next couple of weeks…**

**Tuesday, Sept 6, 2022**

****School will reopen at 8:45 am and**** students will attend from 8:45-9:15.****Gr 1-5 only****

****Please note that for the week of Sept 6-9, 2022,** students should NOT bring school supplies with them.  We will provide what students need.**

**Returning Students:**

**All students who attended Blakeburn last year and are now going into grade 1-5 should line up outside where their last year’s teachers line up was.  We will take attendance and review protocols and expectations for the week and when done the teachers will walk the student to the same door as where they came in.  Students will continue to use this door for the remainder of the week.  Once students are placed in a permanent classroom for the year they will be assigned a door to use for the rest of the year.**

*****See attachment for door #’s/teachers from last year.*****

Note that for gr 1 students only they will go to last years classes for Tues Sept 6th only. They will then be assigned a buddy class to go to for the rest of the week until final classes are set. This will be a gr 5 classroom which will have a few gr 5 student leaders as well as a teacher. This allows the kindergarten teachers to welcome in our newest Blakeburn students into the school during the week.

**New Students:**

****All students new to Blakeburn – Grades 1 to 5 – are asked to wait at the front entrance. A teacher will collect you and take you into the school.  You will be assigned to a temporary class for the week for the remainder of the week.****

**Any students who have not yet registered **should go to the** Office**. Registration information will need to be provided in order to register.****

**Dismissal:**

****All gr 1-5 students will be dismissed by 9:15 am at the latest.****

**New Kindergarten Students:  **Will not attend on this day.****

**Wednesday- September 7th, Thursday- September 8th, Friday- September 9th**

**Students in Grades 1 to 5:**

**Student will attend from 8:45-2:45**

**Students will be in last year’s classroom.  They will be working throughout the week on our school goals for the year and revisiting our motto Take Care of Ourselves, Take Care of Others and Take Care of This Place as well as working on this years focus which is Growth Mindset. Please ensure that your child has a recess snack and lunch each day.**

**Kindergarten Students: The kindergarten students will be on a gradual entry schedule for the first two weeks.  This will not follow the same routines as the other students and will allow the newest students in our school to get used to routines, bells, the school itself and the length of a regular school day.Please see the attachment for details on this. This information has also been sent separately to all kindergarten parents.**

**Permanent Classes:**

**Once we know our total registration, we will organize students into new classes for the year. We will place students as soon as we can. This may not happen until the second week of school being in session as students register into or leave the school. The decision on when we place students in their new classroom is dependent on when we are given the okay by the school district.  Enrollment is tight this year so please let us know if you are not returning.  We appreciate your patience and take this process very seriously and want to ensure that your child’s placement is the best possible one for them.**

****Please note**: some parents are saying they know their child’s homeroom for this year as they have been looking around on MyEd. This information is not accurate as we have families registering still and some families have moved away, we will be working on classes through the first week of school and hope to have students into classes by end of day on the 9th or in the morning of the 12th.**

**2nd week Sept 12-16, 2022**

* **attendance for grade 1-5 will be 8:45-2:45, Monday through Friday from September 12 on.**
* **Please follow the alternate schedule of attendance for Kindergarten students.  Their first full day will be Monday September 19, 2022**

**OTHER ITEMS OF NOTE**

****-**We ask that if you need to speak with a teacher than you make an appt(this can be accommodated through TEAMS or in person).**

**-If you need to drop things off for your child or have to pick them up early/drop off late please enter by the front doors(#1) and check in with the office (the child will be called down to the office to pick up the items or leave for early dismissal)**

**-if your child is late they will check in at the office and get a late slip and then go to class.**

****September Calendar****

**Sept 6- school opens – gr 1-5 students attend 8:45-9:15**

**Sept 7 on – gr 1-5 attend 8:45-2:45 and K students attend on gradual entry schedule**

Sept 19- individual student photos

Sept 20 and Sept 22 – Early dismissal at 1:30

 -Welcoming conversations with teachers/families

Sept 23 - ProD – school not in session

Sept 28 -Terry Fox School Run

Sept 29 -Orange Shirt Day gathering

Sept 30 Truth and Reconcilliation Day – school not in session

**Entry and Exit**

****We will have one time for school start this year, 8:45, and one time for the end of the day, 2:45.** As we did last year students will line up outside in their class group and teachers will come and collect them in the morning and will also return them to the same door for release at the end of the day.** We will provide supervision outside for 15 min before and after school****.**  We ask that you do not drop students off earlier than this and that you pick them up as soon as possible at the end of the day. Please ensure that you continue to keep your distance from others on site and to leave the premises as soon as possible. Note: the front of the school is drop off/pick up only and cars may not be parked there.**

**Recess/Lunch**

**-students will have a 15 min break outside mid-morning**

**-students will have 21 minutes to eat inside and 30 minutes of play outside during the lunch period.**

**- we will be working toward full integration of students during outdoor playtime but will look at a gradual move towards this.**

**Bell schedule - we may make adjustments within the day for the first couple of weeks(recess/lunch) but start and end times will remain the same all year.**

****8:45-10:15- class time****

****10:15-10:30- recess****

****10:30- 11:59- class time****

****11:59-12:50- lunch ( 11:59-12:20 eating, 12:20-12:50 playing )****

****12:50-2:45 – class time****

**School Supplies**

**You can go to our school website**

<https://www.sd43.bc.ca/school/blakeburn/Parents/SchoolSupplies/Pages/default.aspx#/=>

**to find the school supply list by grade level.  Some folks choose the option to buy packages through Creative Children – these packages are delivered directly to your home – see the link on the supply lists.  You are also welcome to take the list and buy items yourself and some items can of course be recycled from previous years.**

**As well if you are looking for labels for supplies the PAC has teamed up with Oliver’s labels with 20% of the sales going to the Blakeburn PAC.  Saves a lot of time.**

<http://www.oliverslabels.com/Blakeburnpac>

**Forms and Information**:****

****We will be sending a number of forms home in the first few weeks.  It is very important that forms that are sent home as well as appropriate online ones are done in an expedient manner so that we have the information needed to keep students safe.  We greatly appreciate your attention to this in the upcoming weeks.****

Part of school-start up is determining student enrolment so please endeavor to contact the school if your child is unable to attend on September 6th and have their attendance counted.(you can use the online attendance system which you can find on our website). Please also contact the school principal if you have moved, your child is registered elsewhere or is not returning to the school, this is very much appreciated as we are very full at this time.

**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 email me with any questions that you have. I look forward to working with our families this year.

Sincerely,

Michele Reid

Principal

Blakeburn Elementary School

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