

August 28, 2020

Dear Miller Park Families,

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. I hope that the following information answers some of your questions about our start up plan.

[On Tuesday, September 8<sup>th</sup> and Wednesday, September 9<sup>th</sup> 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>

**The first day of school for students is Thursday, September 10<sup>th</sup>.** 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>.

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](#)) 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](#) 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 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 14<sup>th</sup>. We expect Learning Groups to be finalized and students attending full days beginning September 14<sup>th</sup>.

#### 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 1<sup>st</sup>. 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-distancing-IS-children.pdf>

DAILY ROUTINES

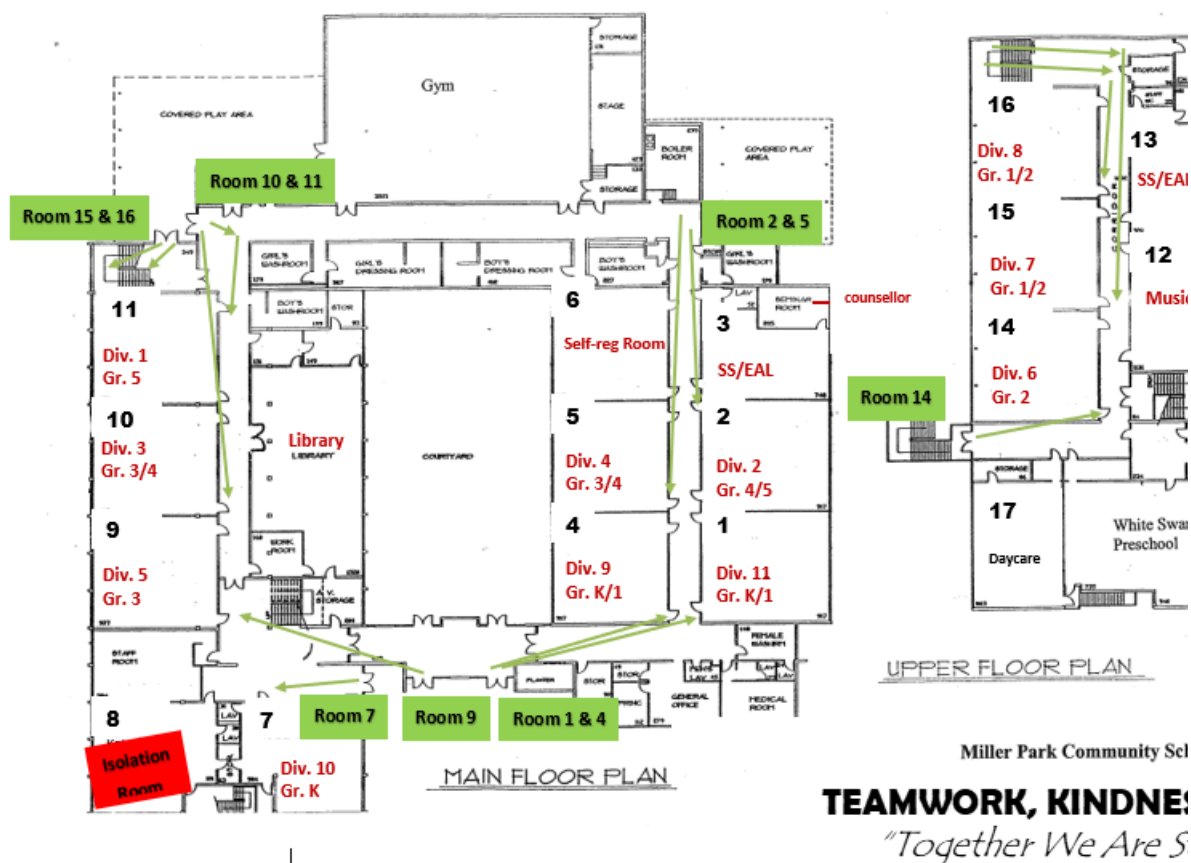
Here is some additional specific information about our staggered schedule. Things will look a little different as compared to a regular September start up and as compared to June. We have kept the start and end times consistent for everyone in order to make this easier for parents, but you will notice that there are 2 main groups throughout the day in order to reduce the interactions and provide space outside. When going outside for Recess and Lunch, classes/divisions/learning groups will be scheduled in specific areas, so they do not mix with other groups. We have also considered the safe supervision for younger students during eating time.

<b>Miller Park Staggered Schedule 2020-2021</b>					
<b>Group A Div. 2, 4, 9, 10, 11</b>			<b>Group B Div. 1, 3, 5, 6, 7, 8</b>		
	Students	Staff supervision		Students	Staff supervision
8:55am – 10:10am	Handwashing Attendance Learning Block (75 mins) Handwashing		8:55am – 10:30am	Handwashing Attendance Learning Block (95 mins) Handwashing	
10:10am – 10:25am	Recess Outside (15 mins)	Rotating Teacher Supervision Schedule	10:30am – 10:45am	Recess Outside (15 mins)	Rotating Teacher Supervision Schedule
10:25am – 12:00pm	Handwashing Learning Block (95 mins) Handwashing		10:45am – 11:55am	Handwashing Learning Block (70 mins) Handwashing	
12:00pm – 12:20pm	Eating Inside (20 mins) Handwashing	Noon-hour Div. 9 & 10 Noon-hour Div. 11	11:55am – 12:17pm	Play Outside (22 mins) Handwashing	Principal & Support Staff
12:20pm – 12:42pm	Play Outside (22 mins)	Principal & Support Staff	12:17pm – 12:37pm	Eating Inside (20 mins)	Noon-hour Div. 5 & 6 Noon-hour Div. 7 & 8
12:42pm – 2:45pm	Handwashing Attendance Learning Block (123 mins) Handwashing		12:37pm – 2:45pm	Handwashing Attendance Learning Block (128 mins) Handwashing	
	Dismissal			Dismissal	

You do not know which class/division your child is assigned to yet, but for planning purposes you will see that the classes/divisions are divided based on their classroom location and grade levels so that there is a balance. For the beginning of this year, classes/divisions are the learning groups. We may expand beyond a single class/division later on, but we will still stay below the 60. Our plans have considered the safe protocols if we decide to expand our learning groups later on.

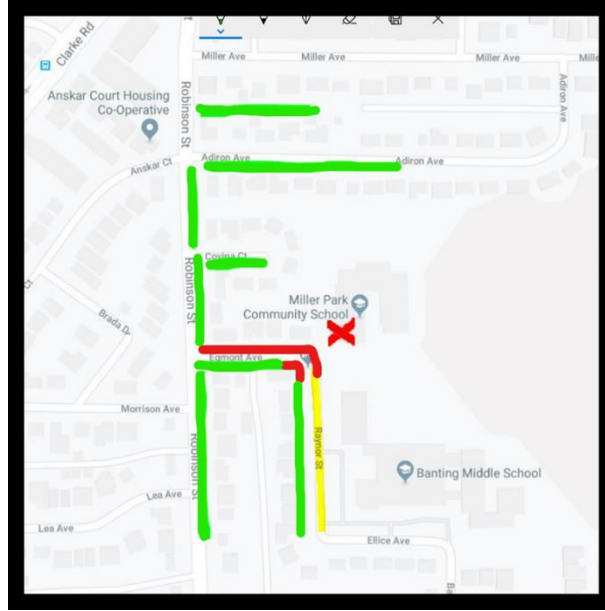
We will be utilizing a number of entries and exits for drop off and pick up every day. You will receive specific information before opening about which location you need to arrive at, but for now you can see on the attached map that we are using different entry points to reduce the number of students at each spot.

# ENTRY MAP 2020-2021



If you are with your child, please remember to maintain the appropriate 2m/6ft distance from others. It is better if parents can wait at the perimeter and have children line up independently. Teachers and support staff will come out to get students at the specific entry locations every day at 8:55am. As you can see from the daily schedule, the first thing that students will do is handwashing and sanitizing.

Please do not drop off your child early and do not park in the staff parking lot. If dropping off older children, please use the designated drop off lane along Raynor St. Do not leave your vehicle and please move forward when there is space in front of you. When dropping off younger children, you should consider parking along Robinson or adjacent streets and walking in. See the map below. Green indicates areas for parking. Yellow indicates the drop off lane, no parking. Red indicates no stopping, no parking – which includes the staff parking lot.



I will be out monitoring the drop off lane and parking lot every day. There are spaces for families with physical mobility issues, and for families with special needs or circumstances. Please speak with me closer to school start up about this. Please remember that these plans are based on the latest information and enrollment numbers. This is subject to change, and we will notify you of any changes should they occur.

We look forward to welcoming students back to school on Thursday, September 10<sup>th</sup>. Following is the district plan for elementary students on Thursday, September 10<sup>th</sup> and Friday, September 11<sup>th</sup>. We will be reconnecting with children and completing an important health and safety orientation with them.:

- Thursday, September 10<sup>th</sup>: Students attend school for a welcome and enrolment count. Duration: 10-15 minutes. Schedule to follow.
- Friday, September 11<sup>th</sup>: Students will attend safety orientation sessions. Duration: 60-75 minutes. Schedule to follow.
- Timelines will be communicated separately based on the gradual entry plan for Kindergarten students

I will be sending out further information next week regarding the times that students will attend on Thursday, September 10<sup>th</sup> and Friday, September 11<sup>th</sup>.

### **PARENT SURVEY**

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 parent survey [here](#) (click on “here”).

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 early next week. I look forward to working with your family this year. 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.

Sincerely,

Mr. Sclater

**Mr. Jonathan Sclater**

Principal, Miller Park Community School  
800 Egmont Ave, Coquitlam BC, V3J 4J8  
604.936.4208  
[jsclater@sd43.bc.ca](mailto:jsclater@sd43.bc.ca)



**TEAMWORK, RESPECT, KINDNESS**  
***"TOGETHER WE ARE STRONGER!"***

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