

Carstairs Elementary School Re-Entry Plan

August 25th, 2020

Scenario Number 1:

Classes resume, near normal operations with health measures.

This document, while based on the [Chinook's Edge School Division Re-Entry Plan](#) and the [Alberta Guidelines for Re-Entry](#), intended to provide additional information specific to Carstairs Elementary School. Please reference the Chinook's Edge School Division Re-Entry Plan for complete information on school re-entry. This document is intended to be a guide for parents, students, community members, and Carstairs Elementary staff members.

For a daily summary of the procedures within the CESD Plan and this CES Plan, please refer to the Carstairs Elementary Daily Practices document that accompanies this document. The expectation is parents will go through this CES Daily Practices document on a daily basis at home with children and staff members will review with their students in the classroom.

Safely Back to School

We are looking forward to welcoming back students for in person learning at Carstairs Elementary School. We are committed to ensuring safety, following all health guidelines, while providing quality learning for our students.

September Staggered Start

It is imperative that students and staff have the time to ensure full understanding and practice of safety measures.

Students will be welcomed back in a staggered manner to assist with a seamless transition back to class. From September 1 to 9, we will have students attend based on the last name to keep siblings connected.

Kindergarten students will continue to follow the staggered entry dates families received in June. If you did not receive this information please contact CES.

The staggered schedule for grade 1 and 2 will be:

- Tuesday, September 1: Last names A-K
- Wednesday, September 2: Last names L-Z
- Thursday, September 3: Last names A-K
- Friday, September 4: Last names L-Z
- Tuesday, September 8: Last names A-K
- Wednesday, September 9: Last names L-Z
- Thursday, September 10: First day of classes for everyone

- Friday, September 11: No school. Organizational Day for staff to reflect and refine the re-entry plan (September 25 will no longer be a PD day in exchange)
- Monday, September 14: Regular classes resume

Health Measures and Daily Screening

Before leaving home, staff, children/students, and visitors who will access the school for work or education, must self-screen for symptoms each day that they enter the school using the [Alberta Health Daily Checklist](#). Should anyone answer “YES” to any of the daily health check questions, they are prohibited from entering the school. Your child must stay home.

Hand washing is the best practice when facilities are available. If facilities are not available, hand sanitizer is required for all people entering the school, exiting the school, entering classrooms, after using washrooms, after eating and before putting on a mask. Hand sanitizer is available in multiple places throughout the school.

Personal Protective Equipment and Controls

Although the province announced that masks are not mandatory for students K-2 we are highly encouraging all students to wear a mask. While it is not mandatory for our students to wear a mask, there will be times in the day when we will practice wearing our masks where social distancing can not be maintained. All students are strongly encouraged to wear a mask while entering and exiting the school. Staff and visitors are required to wear a mask while entering and exiting the school. When using masks, every effort will be made to follow appropriate protocols regarding [safe mask usage](#).

Each student will be provided with 2 re-usable masks from the school. Students should bring one a day with them. The other one when not being used can be washed. Parents should think about having mechanisms for students to store the mask during the day when it is not being worn. Suggestions could be a brown bag, fanny pack or pocket on a backpack. **Do not store reusable masks in a ziploc bag.**

Special considerations for wearing masks will be made for staff and students who have identified medical needs in coordination with Alberta Health guidelines.

Water Fountains and Water Bottles

While water fountains remain open, they are only to be used to fill water bottles and students are asked to bring a full water bottle with them to school each day.

Cohorting and Physical Distancing

Carstairs Elementary is establishing cohorts within all elementary classes. Cohorts will also exist for students who all ride the same bus and for Teams that share a recess break.

Students are to maintain physical distancing and remain 2 meters apart whenever possible.

To ensure social distancing; posters and directives have been put up throughout the school, direction arrows have been placed on floors, entry, exit, breaks, lunch, and recess time have been staggered, with lockers use not permitted at this time.

Start and End of Day

School officially starts at 8:30. O Canada will be played at 8:35. The official end time is 3:10pm. Please refer to morning drop off and end of day pick up schedule for your child(ren)'s specific times.

Morning Drop Off and School Entry Procedures

Parents/guardians must remain off school grounds or within their vehicle when dropping off their children. All students will be assigned an entry point, and will maintain physical distancing where possible. Students should go directly to their entry point and wait for direction from staff. Entry points may be adjusted in the case of inclement weather.

Special pick up and drop off procedures may be established for students with identified medical needs in coordination with Alberta Health Services.

All students are encouraged to wear a mask and must use the provided hand sanitizer before entering the building.

Based on the recommendations from Alberta Ed. and AHS, that students remain with homeroom classrooms (cohorts) as much as possible, enter in multiple doors and be socially distanced as much as possible.

1. Each classroom has been assigned to a specific door which they will use throughout the whole school day when entering and exiting the building. All CES students will line up in a designated area at their classroom pylon and will be invited into the school by a supervisor. **Please have your child(ren) at their classroom pylon between 8:20 - 8:25.**

Siobhan Nielsen K1 - North door

Stephanie Ried K2 - North door

Bonnie Ell K3/4 - North door

Lorraine Ortman 1A - North door

Diana Silcox 1B - North door

Pat Obreiter 1C - Front door

Nicole Wiens 1D - South door

Teri Schindel 2A - Front door

Rhonda Varga 2B - South door

Tina Spalding 2C - Front door

Lori Callaghan 2D - South door

Pick Up and School Exit Procedures

Parents/guardians must remain off school grounds or within their vehicle when picking up their children. All students will be assigned an exit point, and will maintain physical distancing where possible. At the

end of the school day, or when leaving the building, students should go directly to their **assigned door** and proceed to their designated pick up location. **It is imperative that students are picked up promptly at their assigned exit times so social distancing can be maintained.** Designated exit and pick up points may be adjusted in the case of inclement weather.

Based on the recommendations from Alberta Ed. and AHS in order to promote social distancing, student exit from CES will be staggered. The schedule for student exit is as follows:

CES

2:40 bus students dismissed

3:05 K and siblings

3:10 Grade 1 and siblings

3:15 Grade 2

We have extended our school day by 5 minutes to accommodate the staggered dismissal times between CES and HSS.

Designated Pick-up Spots:

In an attempt to decrease vehicle congestion and have consistency for our young students, we have designated pick up spots as follows.

Kindergarten Students and their Grade 1 & 2 siblings: Please park in the back alley, along the fence near the north doors or the empty grass lot to the north east corner of the playground.

Grade 1 Students and Grade 2 siblings: Please park in the loop in front of the school (not the bus lane)

Grade 2 Students: Please park in the bus lane.

We do understand that we may not have enough space for all vehicles, so please wait patiently for a spot in the designated area to open up.

For those families who walk to school, we encourage you to meet your child(ren) at one of the fence gates or across the street in the green space at Tiny Lefleur Park.

PLEASE NOTE: Drop off, pick up and school entry procedures for some students will change due to our CES expansion and the loss of use of our South door and school yard during construction.

Recess Procedure

Students will go out for all recesses with a TEAM. The teams are purposefully multi-graded. **Each team will be staggered.** It is far easier to keep students socially distanced in this situation. Multi-graded teams

allow us to rotate through the playground easier, students will be better able to be supervised and it allows for the physical needs of students to be accommodated within the guidelines.

CES TEAMS:

TEAM A

K3 or 4 - North

1B - North

2A - Front

1D - South

2C - Front

TEAM B

K1 or 2 - North

1A - North

1C - Front

2D - South

2B - South

Tentative Schedule

AM Recess 9:45 - 10:00 Team A
10:00 - 10:10 Transition time
10:10 - 10:25 Team B
10:25 - 10:35 Transition time

Lunch will be eaten before or after recess.

Lunch and Recess Schedule:

11:45 - 12:15 Team A recess
11:55 Team B lunch
12:15 - 12:25 Transition time
12:25 Team A lunch
12:25 - 12:55 Team B recess
12:55 Transition time

There will be **assigned areas to the playground**. These assigned areas allow spacing and students will stay in their classroom cohorts more easily.

Small playground/grass area by gym
Large Climbing Structure, Slides, Rock formations
Spider Web, Teeter-totter, Umbrella, and Wave
South swings and fields
North swings, basketball court and berm

In Person Learning

Carstairs Elementary staff members are looking forward to welcoming students back into the classroom safely. (See personal protective information above). Classrooms will support physical distancing by spacing desks as much as possible, and ensuring that desks are facing the front of the classroom.

When entering and exiting the class, all students will use hand sanitizer.

Staff and students are to utilize their own personal items (writing instruments, school supplies) and avoid use of shared items. Students may be asked to assist with cleaning of shared resources between uses. Each classroom will have its own supply of hand sanitizer, cleaner, and a few disposable masks.

Lockers will not be utilized within the school at the time. Therefore, each student must bring a backpack with their personal items and food. Each teacher will have an individualized designated student storage system in their classes.

All teachers will be using Google Classroom to ensure consistency and a smooth transition if we need to move to Scenario #2 or #3.

Teachers will spend time at the start of the year assessing past learning. Teachers will complete benchmarking early in the fall to determine student understanding of key concepts from remote learning in the spring of 2020. This review will not be used for evaluation but will guide teachers and assist with learning plans.

Physical Education

We will attempt to do gym classes outside when possible to help with the social distancing. There will be procedures in place for the cleaning of shared equipment. Occasionally students may be asked to wear a mask if the activity does not allow for social distancing.

Music

We will continue to have music classes. Students will be socially distanced. There will be procedures in place for the cleaning of shared equipment.

Library Exchange and Lessons

Library lessons will occur in classrooms. Students will have access to books from the library but they can not be signed out to be taken home. Library books that are circulated are quarantined for 72 hours before redistribution.

Use of Technology

CES has two Chromebook carts and an iPad cart for in class use. When use of school owned technology in the classroom occurs teachers will work to limit the number of students that contact the device. Students will be asked to clean shared devices after each individual's use. Classrooms will be equipped with cleaner and Chromebook carts will have instructions for cleaning protocol.

Field Trips

As per recommendation from AHS, field trips involving group transportation are prohibited at this time. This includes swimming lessons which will not be scheduled for the 2020-2021 school year. Walking trips are permitted as long as physical distancing may be maintained.

Concerts/ Large Group Gatherings

Grade level concerts, school wide performances and assemblies are prohibited at this time.

Visitors/Guests/Parents at School

CESD staff, service providers, RCMP, AHS workers, and delivery staff are allowed into the school following the procedures and protocols established at the school. The doors will be locked so parents coming to the school must call into the office and wait for a staff member to meet them at the doors. Parents will only be permitted in the building for a specific purpose and will not be permitted to enter the school during drop off and pick up. Visitors must complete the Daily Screening Questionnaire posted at the main entrance of each school. If the visitor answers "YES" to any of the questions, the individual must not be admitted into the school. Visitors able to enter must sign in at the office.

Parent Teacher Interviews

The plan for Parent Teacher interviews at this time is that they will be held electronically.

Food at School

No activities that involve the sharing of food between students or staff should occur. This will include the sharing or distributing of utensils and condiments. Food provided by the family should be stored with the student's belongings.

At this time CES milk sales, concession and hot lunch will not be provided.

Staff and students will practice physical distancing as much as possible during lunch time, with students eating lunch in classrooms. Students are asked to sanitize their hands before and after eating. Students may be asked to help wipe down desk or table areas used for eating.

School Council Meetings

Please come and join our School Council Meetings. The first one will be virtual and is tentatively planned for September 22nd at 7:00 pm.

Carstairs Elementary School Daily Practices document

Please read over our [Carstairs Elementary School Daily Practices](#) document. We are asking that you take a few minutes each morning and review the practices with your child and or students.

This School Re-Entry Plan is based on Scenario #1 from the Province of Alberta, current health regulations and the CESD Re-Entry Plan. The plan is subject to change as health regulations change and new directives come for the Province and Chinook's Edge School Division.