

SouthPointe School Re-Entry Plan

2020 - 2021

Visit www.eips.ca for the EIPS Division Re-entry plan

September Staggered Entry Days

EIPS schools reopen to students on Sept. 1, 2020. Unlike previous years, students are returning using a staggered entry—meaning only certain grades start back on September 1. The next day, another grade group comes to the school, and so on. The staggered entry allows students and families to ease into the new experience of attending school. It also helps schools explain to students the new routine and health and safety measures before a full restart takes place.

Tuesday, Sept. 1, 2020	Full day - Grades 5, 6 and 9 only
Wednesday, Sept. 2, 2020	Full day - Grades 3, 4 and 8 only
Thursday, Sept. 3, 2020	Full day - Grades 1, 2 and 7 only
Friday, Sept. 4, 2020	Full day - All students

Kindergarten

The staggered entry allows children and families to ease into school, which is particularly important this year. It also allows teachers to explain the new routine and health and safety measures before a full restart takes place.

- Between September 1-4, children attend school in small groups - 10 children or less.
- All families will receive a staggered-entry schedule by Aug. 27, 2020.

Arriving at school

Every student, staff and visitor will complete the daily [COVID-19 Screening Questionnaire](#) before entering the school.

Adults bringing students to school will be asked to stay in their vehicle or outside the school, and to maintain a safe physical distance between themselves and others. Those who need to enter the school **must book an appointment with the school office.** Individuals without an appointment will not be able to enter the school.

Parents and guardians of children who have complex needs and require support to enter the building should contact their school office in late August. We will work with you to develop a plan that is safe for both students and staff.

- It is our intent to distribute the masks provided by the province to students on their staggered entry day. **Please ensure that you send your child to school with a mask on their staggered start day in the event that the masks do not arrive at the school prior to the start dates.**
- Staff will be outside on supervision starting at 8:00 each morning.
- Staff will direct students to an identified waiting area for each class, located near their entry & exit doors.

- **Parents cannot enter the school without an appointment.**
- Parents are asked to wait in their vehicles or remain with their children at a physical distance from other students who are waiting to enter the building.
- The playground will be closed prior to the start and end of school each day.
- All students must have masks ready to put on upon entry into the school.
- When a student is late for school, they will be required to use the main front entrance.
- Please consider the need for all weather outdoor gear for students as wait times outside will be extended beyond normal circumstances.
- We will continue to follow Elk Island Public Schools inclement weather policies.

Assigned Entrance and Exit Doors

- Every student will be assigned to a class cohort. Every class cohort will have an assigned exterior door for school entry every morning, and dismissal every afternoon.
- Entry times may be varied by a few minutes before and after the bell to support distancing and traffic flow.
- All class cohorts are assigned as follows:

Kindergarten: The main doors (West) located at the front of the school (Main Entrance Doors).

Grade1: The doors located on the far South West of the school at the parent drop off loop.

Grades 2 & 3: The North East doors located at the back of the school (left of the overhead door).

Grades 4 & 5: The South doors located at the end of the new modulars

Grades 6 & 8: The South doors located at the back of the school (right of the overhead door).

Grades 7 & 9: The North doors located by the bus drop off lanes.

Hand Hygiene Protocols

- Hand sanitizer will be located inside each entry/exit door. .
- Class cohort staff will teach routines for hand sanitization upon entering the school.

Posters and Signage

- There will be many visual cues around exterior entry doors, in hallways, and in classrooms to support students with physical distancing.
- Entry and exit doors will be assigned to class cohorts and the integrity of the cohort will be maintained throughout the day.
- Class cohorts will remain in their assigned classroom for the majority of their learning activities.
- Signs will be used throughout the school to minimize traffic congestion and respect physical distancing.
- The school office and other work spaces will have maximum occupancy signs posted.

- Visitors, including parents, must make an appointment if they wish to enter the school or meet with school staff.

Assigned seating in classrooms

Students will follow assigned seating plans throughout the day in the classroom, including for eating lunch. Assigned seating is a strategy to mitigate the potential spread of COVID-19 throughout a cohort of students. It will also support health contact tracing should that be required.

Student supplies and learning materials

Students will have their own personal supplies to use that are stored separately. Teachers will plan learning activities to reduce or minimize the need to share equipment, textbooks or materials. Students will wash or sanitize their hands both before and after using the shared items.

Washroom protocols

- Every class cohort will have a designated washroom.
- Parents/guardians are asked to make administration aware of any extenuating circumstances around washroom use and their child.

Water Fountains

As SouthPointe School has a number of no touch water bottle fillers, it is strongly recommended that students bring a labelled, refillable water bottle to school, as regular water fountains will not be in use.

Dismissal times

- Dismissal times may be staggered prior to and immediately following the bell to lessen congestion in the hallways.
- Students will only use their designated hallway and assigned exterior door for exiting at dismissal time in order to minimize the number of students in the hallway.
- Staff will incorporate routines for traffic flow at the end of the day.
- Students in grades K-9 must wear masks as they exit the school.

Parent Pick up

- **Parents cannot enter the school without an appointment.**
 - Parents are asked to wait in their vehicles or remain at a physical distance from students who are waiting to enter the building.
 - Parents **must arrange a meeting place with students, away from the building.**

Sibling Pick up

- If families are arranging for siblings to meet to go home together this **must happen outside** of the school in a **prearranged location**.

After School

- **The playground will be closed at the end of school each day.**
- It is very important that students and families do not gather outside after school and vacate school premises as quickly as possible.

Recess and playground equipment

Before and after school, school staff will be assigned to supervise areas outside school entrances.

With this in mind, schools will not be assigning staff to supervise playground equipment before and after school. To support safety, this equipment will be off limits to students during these times.

Recess

- All classes will receive a 15 minute recess break in the morning and a 15 minute recess break in the afternoon.
- To accommodate physical distancing, class cohorts will be assigned a time for recess and a specific area in the school yard.
- A schedule will be created that staggers the number of class cohorts in the school yard at any given time.
- Class cohorts will be assigned space in the school yard and students are encouraged to play with children that are in their cohort.
- Each class cohort will have a supply of outdoor play equipment that can only be used by students from that cohort.
- Please consider the need for all weather gear for students. Our outside times may be extended beyond normal circumstances.
- We will continue to follow Elk Island Public Schools inclement weather policies.

Playground Equipment

Elementary students will be permitted to use the playground equipment as a class cohort.

- Physical distancing will be encouraged.
 - Where numbers do not promote physical distancing, the class cohort will rotate use of the equipment to reduce congestion.
- Hand hygiene will be practiced.
 - Students will wash or sanitize their hands before and after using the equipment.
 - Students should refrain from touching their face.
- Respiratory Etiquette will be practiced.
 - Coughs and sneezes should be covered. Class cohorts will not be able to mix while using the playground equipment and therefore it will be scheduled.

Lunch

It is important for students who stay at school for lunch to remember to bring their lunch each day—Lunch drop-off—dropping off a lunch for a student or lunch delivery order—is limited. If a student requires a lunch, arrangements must be made with the school.

If a family wishes for their child(ren) to be permitted to leave the school for lunch, **written permission** from the parent/guardian will be required. Students leaving for lunch will be required to use their assigned doors.

Other Considerations

- Students will remain in their cohort to eat lunch.
- We will not be able to support any food being brought into the school through a food delivery service (such as pizza or Skip the Dishes).
- Lunch will be staggered to accommodate traffic flow and promote physical distancing.
- Lunch drop-off—dropping off a lunch for a student or lunch delivery order—is limited. If a student requires a lunch, arrangements must be made with the school.
- If a student has no lunch, arrangements will be made by the school office and the parent.
- Students are not permitted to share food under provincial health guidelines.

Food in schools

There are clear provincial guidelines around food in schools during COVID-19. As a result, treats cannot be sent from home for birthdays or other special days, and teachers will not hand out food or treats in the classroom. Hot lunch days are postponed at this time.

Volunteers and visitors

In-person visitors and volunteers will not be allowed in Division schools at this time. This includes guest speakers, sports-team coaches and artists in residence. Individuals are encouraged to communicate with the school through email or by phone.

Currently, parent volunteers are not permitted in the school building. However, we are optimistic that we will find ways to work with parent volunteers later in the school year.

Individuals authorized to enter the school include Canada Post, delivery and maintenance personnel who support the running of the school, and emergency responders. These people will only enter the school if the [COVID-19 Information Screening Questionnaire](#) indicates they are safe and if they have no symptoms. Individuals entering the school will be required to wear a mask.

Family and school communication

Families can stay in contact with their schools through email and over the phone. Families who need to go into the school **must book an appointment in advance**. Family members with a scheduled appointment will need to use the Government of Alberta's [COVID-19 Screening Questionnaire](#) before going to the school to determine if it is safe for them to attend.

Families who are contacted to pick up a sick child can attend immediately. The person picking up the student must be safe to enter the school based on the [COVID-19 Screening Questionnaire](#)

Division staff not regularly assigned to the school, authorized visitors and family members attending the school must fill out the school's visitor log.

- Parents may only visit the school through a pre-arranged appointment by contacting the school office via phone or email.
- Please direct all appointment requests by phone: 780-998-2747 or email: general.sps@eips.ca
- All visitors must wear a mask and must physically distance while in the school.
- All visitors, with a pre-arranged appointment, will:
 - Report through the main entrance to indicate their arrival.
 - Proceed to the check-in table, use hand sanitizer, and complete the visitor log.
 - Remain at the check in table until met by school staff.

Learning Commons/Library

For the time being, students can't congregate in the library or learning commons. Meetings can take place in these areas when physical distancing is possible. Although students can't congregate, they can use books and materials stored in the library and learning commons. After requesting use, the item is delivered to the classroom or put on hold for pick up at a designated spot. Once returned, the resource is cleaned and disinfected. Materials difficult to clean are sealed for 72-hours before recirculating.

Set Entry and Exit Dates (between in school and out-of-school learning)

Exact entry and exit dates are posted on each EIPS school website

Students enrolled in in-school classes have the ability to change to out-of-school learning at any time during the school year. Please contact your child's school if you would like to make this change. However, students enrolled in out-of-school learning can only change to in-school classes at key points during the school year, as listed below. If you would like to make this change, please contact your child's school at least **two weeks** before the indicated dates to make the necessary arrangements.

November 16, 2020

January 6, 2021

April 6, 2021

Elementary Music

Music instruction will continue, but it will look different.

- Music instruction will take place in cohort classrooms with the teacher coming to the classroom.

Physical Education

We will continue to provide physical education instruction. Sharing equipment is discouraged. Equipment that is used must be cleaned and disinfected before and after each use. Students must wash or sanitize their hands before and after using equipment.

- As much as possible, physical education instruction will take place outside as Alberta Education has highly recommended outdoor activities. Students should be prepared for gym class outside and should wear clothes (including layers) and shoes that are suitable for outdoor physical activity.

Field trips

For the 2020-21 school year, class and school field trips are changing. Field trips are limited to activities that students can walk to and remain outside for the duration—fields, wetlands, river valley. Field trips requiring indoor space or the use of vehicle transportation are prohibited, until further notice. Field trip restrictions are reviewed quarterly throughout the school year.

Assemblies and special events

Gatherings that bring multiple cohorts of students together are not permitted at this time. This includes such things as performances, book fairs, guest speakers, school dances, in-person meet-the-teacher events and Christmas concerts.

School Council/Fundraising Association Meetings

School council meetings for the 2020–2021 school year will go ahead, and we will be continuing to use Google Meet as our platform.

- The first meeting of the year will be held on Wednesday, September 23, 2020. Further information will be posted to our website at www.southpointeschool.ca closer to the date.