

# Erin P.S. Parent Communication September 2021



# Message from the Board

We are looking forward to welcoming all of our new and returning students back to this September!

As you are aware, the Upper Grand District School Board has put extensive plans in place for the school year. Our school has now created plans that include both operational changes (how we manage the people and resources within the school) and health and safety changes (our response to the COVID pandemic). We hope this document will help answer your questions about the specifics about the opening day and first week of school.

Please also look through our Board's Student and Family Handbook for more detailed information about the changes for this school year. There is also a link on the Board Website.

- [UGDSB 2021-22 School Operations Webpage](#)

# Welcome back to September 2021!

Hello everyone!

The following information is what we know as of Friday, September . Any changes will be communicated in future days. Please keep in mind that things are changing quickly and we are trying to make the best decisions possible to keep everyone safe.

Thank you for your ongoing patience, flexibility, grace and understanding.

In an effort to prepare your child(ren) for September, please feel free to share this information with them so they also understand what to expect (classroom teachers will also be going over protocols during the first two weeks of the school year).

We are so excited to see all of the students who are returning. We hope this communication will help to answer many of your questions.

~ Sincerely Mr. Huddleston

# Erin PS School Time

8:55 -School Starts

8:55 - 10:35 Instructional Time

10:35 - 11:15 First Break

11:15 - 12:55 Instructional Time

12:55 -1:35 Second Break

1:35 - 3:15 Instructional Time

3:15 Dismissal

# Health & Safety Protocols

- Responsibility of all staff, students, parents/guardians and visitors to complete [Self-Assessment tool for COVID-19](#)
- Online Tool for Screening <https://covid-19.ontario.ca/school-screening/>
- Parents are required to screen their own child each morning before sending them to school.
- Refer to [Ministry of Health's for list of symptoms](#)
- All staff and students who are experiencing new or worsening symptoms consistent with COVID-19 must not attend school/work (seek medical attention as required, including COVID-19 testing)
- Daily records will continue to be kept of anyone entering school premises in case we need to conduct contact tracing.

# Suspected of Having COVID-19

- Principal and Wellington Dufferin Guelph Public Health must be notified immediately of all suspected and confirmed cases of COVID-19
- Areas will be identified that need cleaning

## **Isolation Room:**

- For individuals presenting symptoms awaiting pickup
- Supervision will be provided while student is awaiting pickup
- Attending Staff will use PPE (gloves, gown, face shield, medical mask)
- Thermometer available to verify temperature with parental/guardian consent
- Parents must immediately come to school to pick up their child.
- Custodian will conduct cleaning and disinfecting of isolation space when student/staff has been picked up

# Confirmed Cases of COVID-19

- The school and board will follow directions from WDG Public Health
- They may require one or multiple classes to move to distance learning model or school to be closed for a period of time.
- Clorox Total 360 Systems - Electrostatic Sprayer will be used to disinfect any area(s) accessed by someone reported as testing positive for COVID-19

# Hand Hygiene

- Washing hands with soap and water is the preferred method of hand hygiene
- Hand sanitizer will be provided at locations without a sink (e.g. classrooms without sinks, portables)

## **Students must perform hand hygiene:**

- Arriving at school and before they go home
- Before and after any transitions within the school (e.g. recess to classroom)
- Before eating and drinking (or handling food)
- After using the washroom
- After sneezing or coughing
- Before and after play/use of equipment



# Physical Distancing

- Schools are to promote as much distancing as possible between students, between students and staff, and between staff members. Physical distancing measures will be layered with other public health measures such as masking, screening, hand hygiene, bus and classroom cohorting, and enhanced cleaning.

# Suggested School Supplies

**Lunch:** Students need to be able to open their containers independently, their prepackaged food independently, this will limit multiple contact points with your child's personal items. A personal water bottle will also be needed.

## Everyone:

- indoor Shoes
- pencils
- eraser
- glue stick
- pencil case
- pencil crayons
- scissors
- Pencil Sharpener
- Kleenex
- at least 2 face masks (in case one gets soiled or lost)
- a baggie/container to store mask when not being worn
- earbuds/headphones (kept in their backpack)

## Primary:

- box of crayons 24 (gr. 1-2)

## Junior:

- clear plastic 30cm ruler
- calculator

## Intermediate:

- 1 large binder
- calculator
- dividers (10)
- lined paper (punched)
- markers (thin)
- pens

# How Will I Know Which Class My Child is in?

Staff will have chart paper posted outside on the wall close to their entrance. All staff will be outdoors to help direct you and your child(ren) to their designated area.

They will also be asking you about pick up routines for the end of the day. (ie Bus? Walker? Pick Up?)

As well as letting you know how to connect with them throughout the year. (ie Email etc.)

In the beginning of the school year, staff members and greeters will be available in the morning to direct your child to their class..

# Nutrition Break/Recess

- Students do not need to stay/play within class cohorts, but distancing is encouraged as much as possible.
- Masks may be removed when outside or eating (kept in pocket/pouch or break-away lanyard around neck). Masks must be worn for entry and exit to/from the school.
- Encouraged to maintain physical distancing
- Wash hands with soap and water or use hand sanitizer upon re-entry to school
- Please do not send any personal items/toys for recess time/play
- Outdoor play structures and sandboxes are open and can be used by students. Distancing is encouraged as much as possible.

# Nutrition Break/Recess

## Eating Time:

- Wash/sanitize hands before and after eating
- Not permitted to share food
- Water bottles only (fountains used as filling stations only)
- Physical distancing maintained during eating time
- Boomerang lunches: students will be asked to take home recyclables and waste
- Students will need to be able to open their own lunch or packaging containers. For example, if opening a granola bar is tricky you may wish to snip off the top in the morning and then the child can get the granola bar out on their own.



# General Important Reminders

- Parents/non-essential visitors are not permitted in the school building unless an emergency until further notice (please wait in your car and phone the school upon arrival should the need arise to come to school to drop something off or pick-up your child, etc.) (ring the doorbell if you do not have access to a phone and a staff member will come to meet you.)
- JK to Grade 8 must wear masks when in the school building and on busses, at all times (any medical concerns, please contact your teacher or Principal) with questions or concerns.
- Buses are operating at regular capacity and masks are required (seating plan in effect)

# First Day Procedures

- Bus students will be directed to class doors from their bus. They are to remain at their area until the bell rings. Teachers will have class lists posted to the wall with student names. All staff will be outside to help support kids getting to their class doors.
- Walkers are to arrive at school as close to 8:55 am as possible. They will be directed to their classroom doors.
- Teachers will meet their classes in the yard at their rooms.
- Classes will enter the building at the direction of their teachers/supervisors after bell rings. When bell rings they will be directed into the school, at the direction of an adult, to avoid cohorts mixing.
- We have left a message for “Mother Nature” and requested that it not rain on the first day. However, if the message wasn’t received and it does rain students will be directed to their classrooms. Please try not to arrive earlier than necessary.

# Arrival Plans

## Parent Drop-Off (Car/Walking)

### Parent Drop-Off

- Please do not use the bus loop at 8:30-10:00 and 2:30-4:00. We have 15 buses arriving and departing at those times
- Kindergarten parents may continue to use the North parking lot as usual. Please drop students off at the Kindergarten gate where their teacher or ECE will meet them and escort them to the yard or classroom.
- Please be mindful that there is no teacher supervision until 8:40
- If you are dropping off your child by car, please do NOT drop off on Daniel Street. There is too much traffic for student safety. Drop off on Erindale street so students can enter the yard through a gate, safely cross the school field and proceed to their designated door. Pick up would be the same.
- We ask that parents of students in grades 4-8 do not enter the property in order to maintain social distancing and for safety. Please meet your child at a different designated spot.
- Parents of students from K-gr. 3 are welcome to pick them up at their designated door.

## Bus Students

- 50% of our bussed students leave on the first 5 buses and will proceed directly to the bus immediately after the bell.
- The remaining bus students will meet at their designated bus spot on the yard, while socially distancing
- During inclement weather, students will wait for their bus at a designated bus spot in the hall, maintaining distance protocol.

## Walkers

- arrive as close to bell time as possible
- Staff will direct students to meeting trees
- staff on duty to ensure students remain physically distanced
- Teacher will meet student when bell goes

## Late Students

- Call the office to inform of arrival in parking lot
- Office staff will greet child for arrival
- If student comes alone, remind them to ring the doorbell front door to let Mrs. Hambly/Mr. Huddleston know of arrival



# Morning Greeters

A “Greeter” will meet younger students and bus students at their assigned point of entry first thing in the morning. Greeters will welcome students to school, and remind them to put on a mask and to socially distance as they enter the building. Greeters may also assist with hand sanitizer prior to students entering the school.

The Greeter will also meet students who arrive late (after 8:55 a.m.) ensure they are physically distanced, write down their name, and direct them to their meeting tree area or classroom to meet their class.

# Designated Entry and Exit Doors

To facilitate a speedy, safe entry in the morning and to limit unnecessary travel through the building, each grade/class will be assigned an entry/exit door. This will be the only door that students will use for entering the building, accessing outdoor activities (and recess). Bus students will use the front door at the end of the day to access their bus. This process may change throughout the year as we settle into routines.

# Dismissal Plans

All students will wash/sanitize their hands prior to dismissal

## Walkers

- Exit school, maintaining physical distancing
- Younger students being met to walk will be dismissed from physically distanced lines to meet their guardian. See below.
- Walk straight home (school grounds remain closed)

## Bus Students

- Teachers on duty direct bus students to busses when called.
- Students will stay in their classroom at desk until called.

## Parent Pick-off (Car/Walking)

- Walkers in Kindergarten meet parent/guardian by east gate.
- Walkers in Grade 1-6 meet parent/guardian by side parking lot. Walkers will be dismissed from fenced school area.
- Please leave school premises, no gathering
- Reminder: no parents to enter school unless by appointment or permitted to remain on school property

## Early Pick-up

- Inform office by phone in the morning of early pick-ups
- Call the office to inform of arrival in parking lot
- Office staff will send child out to meet parent/guardian outside

# Physical & Outdoor Education

- Playground structures and sandboxes are open for student use.
- Children must wash/sanitize hands before and after Physical Education
- Students will be provided with activities that allow for physical distancing
- Teachers can continue to take classes outside for Daily Physical Activity

# Communicating with Classroom Teachers



- All communication is to be electronic whenever possible - teachers will share how to contact them (e.g. via Google Classroom, Board email)
- No in-person meetings at this time (please contact teacher via email to arrange phone call or virtual meeting when necessary)
- Special Education needs (e.g., Individual Education Plans) will continue to be reviewed and monitored as per usual. Communication will be electronic, phone calls, and/or virtual meetings until further notice.

# Office Communication

- Safe Arrival ~ During the school day, your child's safety is of utmost importance to us. Please call the school if your child is going to be absent or late to school. For your convenience, we have voice-mail which allows you to contact the school at any time during the night or over the weekend. The school phone number is 519 833-9685 extension 100. When you call please note your child's name, teacher and reason for absence
- Attendance will be done digitally this year. If you know your child will be away or has an appointment please call the school (519-833-9685) or email [erin.ps@ugdsb.ca](mailto:erin.ps@ugdsb.ca)

**\*When you call please note your child's name, teacher and reason for absence.**

- If you need to pick up your child, call the office and we will bring them out to you!
- Additional information regarding changes and additional reminders will be communicated as more information is gathered.

# Information for Families who chose Remote Learning

The UGDSB offered a fully remote learning option to elementary and secondary students for the 2021-22 school year. Registration for the remote learning option is now closed.

As movement between learning modes can cause disruptions for many students and classrooms, students who enrolled in the elementary remote learning option are required to remain in remote learning for the entire school year. Students who enrolled in the secondary remote learning option are required to remain in remote learning for the entire semester.

Students who registered for remote learning will be provided with 300 minutes of learning opportunities daily, through a combination of synchronous and asynchronous learning activities. Attendance will be taken daily. Classes will be taught by dedicated remote learning teachers at scheduled times during the school day.

# This will be **awesome!**

If you still have questions or concerns please contact the school by phone or email.

I will do my best to respond to questions as I gather answers to them. Thank you again for your patience, flexibility and understanding during these unprecedented times.

If changes occur we will do our best to communicate this information as quickly as possible.

519-833-9685 ext. 223  
paul.huddleston@ugdsb.on.ca