



# **École Émilie-Tremblay routines, schedules and programs for 2020-21**

**Adapting to COVID-19 at our school**



Table of Contents

<b>STARTING THE 2020-21 SCHOOL YEAR .....</b>	<b>3</b>
<b>OPERATIONS AND SCHEDULE DURING THE 2020-21 SCHOOL YEAR.....</b>	<b>3</b>
<b>DROP-OFF .....</b>	<b>3</b>
PARENTS/GUARDIANS .....	3
<b>PICK-UP .....</b>	<b>4</b>
THE STUDENTS.....	4
PARENTS .....	4
<b>SPECIFIC INFORMATION FOR KINDERGARTEN 4 YEAR OLDS .....</b>	<b>4</b>
THE STUDENTS.....	4
PARENTS .....	4
<b>WATER BOTTLES, FOOD AND MEALS.....</b>	<b>5</b>
<b>VISITORS AND PUBLIC ACCESS TO THE SCHOOL .....</b>	<b>5</b>
<b>PROGRAMMING DURING THE 2020-21 SCHOOL YEAR.....</b>	<b>5</b>
<b>CONTACTING THE SCHOOL FOR LEARNING SUPPORTS .....</b>	<b>5</b>
LEARNING AT SCHOOL .....	5
LEARNING AT HOME IF A STUDENT CAN'T ATTEND SCHOOL.....	5
SCHOOL SUPPLIES AND SHARING LEARNING MATERIALS.....	5
LIBRARY.....	6
BREAKS, GYM AND PLAYING ON THE PLAYGROUND .....	6
EXTRACURRICULAR ACTIVITIES (SCHOOL SPORTS, MUSIC, ARTS, OTHER PROGRAMS).....	6
<b>HEALTH AND SAFETY ROUTINES FOR THE 2020-21 SCHOOL YEAR .....</b>	<b>6</b>
CONTACTING THE SCHOOL .....	7
WEARING A MASK AT SCHOOL .....	7
STAYING HOME WHEN SICK.....	7
IF A STUDENT OR STAFF GETS SICK AT SCHOOL.....	8
PHYSICAL DISTANCING .....	8
HAND WASHING AND SANITIZING AT SCHOOL .....	9
CLEANING AND DISINFECTING THE SCHOOL .....	9
SUPPORTING SAFE HABITS AT SCHOOL .....	10
FOR MORE INFORMATION: .....	10



## Starting the 2020-21 school year

After an unusual end to the last school year, we are very excited to welcome students and school staff back into our classrooms. We know this school year will be different, but we have an opportunity to work together, to be creative and set a positive example for our students of how we can be resilient when presented with challenges.

Staff at our school will be regularly reviewing the health and safety measures at our school with students to ensure safe and healthy habits.

Read more below about how we are adapting our school routines this school year.

## Operations and schedule during the 2020-21 school year

The start and end times of our school day have not changed: it will start at 08:35 and end at 15:12.

Our break and lunch hours have not changed. Students will have recess from 10:10 a.m. to 10:25 a.m. and lunch from 11:55 a.m. to 12:53 p.m.

Our recesses and lunch break will be divided for different groups of students:

### **Kindergarten 4 to Grade 2**

- Dinner from 11:55 a.m. to 12:24 p.m.
- Recess from 12:24 p.m. to 12:53 p.m.

### **Students in Grades 3 to 6**

- Recess from 11:55 a.m. to 12:24 p.m.
- Dinner from 12:24 p.m. to 12:53 p.m.

## Drop-off

### Students

- Students must respect and use the pedestrian traffic zones set up in front of the school;
- Bicycle racks are accessible to students. The bicycle rack area is accessible to students. Students must access it one person at a time to maintain distance;
- Students must enter the school through their respective doors nearest to their classroom;
- Students enter class under the supervision of their teacher;
- It is not permitted to bring toys from home.

### Parents/Guardians

- Parents must drop off their child in front of the school beginning at 8:15 a.m. ;



- To facilitate and minimize traffic issues, it is important to arrive on time;
- Parents must drop off their children within the designated limit and not enter the schoolyard area;
- Parents must obey the signage and avoid approaching the school and school buses;
- Parents are asked to park on Falcon Drive and to walk with their child only if he/she needs to be in the presence of an adult.

## Pick-up

### Students

- Students taking the bus must wait in their classrooms and only leave when the bus has arrived;
- Students who leave school without an adult present are not permitted to remain on school grounds or in the school yard;
- Students leaving school with an adult must wait outside in front of the fence;
- No student is allowed to play in the play structures while waiting for his/her parents.

### Parents

- Parents must pick up their child at 3:12 p.m.;
- To facilitate and minimize travel management, it is important to arrive on time;
- Parents must obey the signs and wait in the designated area;
- In order to avoid approaching the facility and school buses, parents are advised to park on Falcon Drive and to pick up their child on foot only if the child must be in the presence of an adult.

## Specific information for kindergarten 4 year olds

### Students in K4

- At 8:35 a.m., students enter the classroom under the supervision of a staff member;
- At the end of the day, students wait for parents outside the school, in front of the fence, in the presence of an educator;
- No students are allowed on the play structures while waiting for their parents;
- At 3:00 p.m. students wait for their parents outside the fence;
- It is not allowed to bring toys from home.

### Parents of students in K4

- Parents must drop off their child in front of the school from 8:15 a.m. on;
- Parents must arrive at 3:00 p.m. to pick up their child from kindergarten 4;



- To facilitate and minimize travel management, it is important to arrive on time.

### Water bottles, food and meals

- Students must bring their own water bottle for the school day to limit the use of the drinking fountains. They will be able to refill it at school;
- The sharing of food or drink between students will not be permitted this year;
- Students will eat lunch in their classrooms and will not have access to the microwave oven.

### Visitors and public access to the school

- Wherever possible, only students and staff will be allowed to enter the school;
- During the day, the school door will remain closed to visitors;
- Late students or parents wishing to enter the school should ring the bell at the main entrance;
- Access to the school will be limited to the reception area for parents.

## Programming during the 2020-21 school year

### Contacting the school for learning supports

Contact the teacher first if your child needs additional or different supports for their learning.

### Learning at school

All students at École Émilie-Tremblay will be able to attend in-class instruction, full-time for five-days a week. During the school day, students will attend their regular classes, while following health and safety guidelines.

### Learning at home if a student can't attend school

Students should stay home if they are ill or have symptoms of COVID-19.

If the student does not attend school for a short period of time, the teacher will continue to send the student weekly class communications.

If the student's absence extends beyond 2 weeks, please contact the principal.

### School supplies and sharing learning materials

The sharing of school supplies and teaching materials will be limited as much as possible. If shared, equipment will be cleaned and disinfected.

To limit sharing, all students are required to have their own school supplies. A list has been sent to you at home to indicate the supplies that students will need.

Some classes may use shared teaching and learning materials, but these will be cleaned and



disinfected with soap and water or a disinfectant wipe. Students will be encouraged to wash or disinfect their hands before and after each use.

Paper materials such as textbooks, books and sheets may be used and shared as outlined in the health and safety guidelines.

### Library

Our school library will not be accessible to students and will be used as a working room for teachers. A system will be put in place for teachers to borrow books.

Students and staff members will be able to use the school's computer equipment while following these measures:

- Students will be required to wash or disinfect their hands before and after using the Ipads and other shared computer equipment;
- Ipads and other shared computer equipment will be cleaned after each use with disinfectant wipes; students and staff may be asked to do this themselves.

### Breaks, gym and playground

Weather permitting, recess breaks and gym classes will take place outdoors. Students and families are asked to ensure they have the proper clothing for playing outdoors.

Playground equipment is okay to use as long as hands are washed before and after going on the equipment.

At all times, we will follow the [health and safety guidelines for sport and recreation](#).

### Extracurricular activities (school sports, music, arts, other programs)

We will be assessing extracurricular activities at the beginning of the school year and determining any changes or adaptations that may be needed.

Students and parents will be updated as this information becomes available.

## Health and safety routines for the 2020-21 school year

The health and safety of students and school staff is our first priority. Our school is adapting our operations and programming to meet the [health and safety guidelines for K-12 school settings](#) set by Yukon's Chief Medical Officer of Health.

The health and safety guidelines indicate that:



- Keeping students out of school has negative impacts on their mental health;
- Outbreaks involving children and youth are unusual and tend to only occur in areas where there are high levels of community spread;
- There is no conclusive evidence that shows children who are symptomatic pose a risk to other children or adults;
- Children and youth are not the primary drivers of COVID-19 spread in schools or community settings;
- Proper health and safety measures still need to be in place to reduce risk.

### Contacting the school

Contact us at [emilie.tremblay@yesnet.yk.ca](mailto:emilie.tremblay@yesnet.yk.ca) or by phone at (867) 667-8150 if you have questions about how we are ensuring the health and safety for students and staff this school year.

### Wearing a mask at school

Students and staff are not required to wear masks except in certain situations. They may do so if they choose.

Masks are not recommended for children unless advised by a health care provider. There are specific situations that may require a mask. These include:

- If a student or staff member gets sick at school, they will be asked to wear a mask;
- If a school staff has to attend to a sick student, they will be asked to wear a mask;
- If a school staff is unable to physically distance during their regular job duties, for example assisting students with activities of daily living, such as washing, using the bathroom, eating, etc.;
- Yukon's Chief Medical Officer of Health is recommending to the Department of Education that children age 10 and older wear non-medical masks where physical distancing cannot be maintained, such as on school buses.
- Our school will have access to non-medical masks to ensure they are accessible when needed.

### Staying home when sick

Students and staff must stay home if they are sick or showing symptoms.

Parents should monitor their child every day for symptoms before sending them to school.

Parents should consider if they are new or worsening symptoms when monitoring, or if they are otherwise not explained. For example, a child with asthma may have a cough, which may not be new.

You can use the self-assessment tool on Yukon.ca to assess yourself and your child for COVID-19:

[service.yukon.ca/en/covid-19-self-assessment/](https://service.yukon.ca/en/covid-19-self-assessment/)

Symptoms include:



- Fever/chills;
- Cough;
- Shortness of breath;
- Runny nose;
- Sore throat;
- Headache;
- Fatigue;
- Loss of appetite;
- Nausea and vomiting;
- Diarrhea;
- Muscle aches.

Health officials recommend students get tested for COVID-19 if they are showing symptoms. Students and staff must stay home until they are symptom free, or if tested, until they have a negative test.

Always phone 811 or your family physician before going anywhere to get tested.

### If a student or staff gets sick at school

If a student or staff gets sick at school:

- The student or staff will be immediately separated into a designated area;
- The student or staff will be provided a mask;
- The student's parent/guardian will be contacted to pick them up as soon as possible;
- The school staff member who is sick will go home as soon as possible;
- The designated area will be thoroughly cleaned and disinfected.

### Physical distancing

The health and safety guidelines indicate physical distancing is not always possible with children. Where not possible, risks are being reduced by increasing other measures like handwashing, cleaning and disinfecting, and making sure students and staff stay home when sick or showing symptoms.

To support safe spacing, manage traffic flows in common areas, and limit mixing of different groups of students, our school is taking the following measures:

- Students have a space in their classrooms to store their personal belongings and school materials



(box, shelf, desk, bag);

- The school has a system in place to ensure distance in the corridors and the use of lockers;
- Classrooms are set up to ensure, as much as possible, a distance between students.

### Hand washing and sanitizing at school

Students and school staff will be required to wash their hands for 20 seconds with soap and water or sanitize their hands frequently during the school day.

When students should wash their hands	When staff should wash their hands
<ul style="list-style-type: none"> <li>• Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions)</li> <li>• Whenever hands are visibly dirty</li> <li>• After using the washroom</li> <li>• Before eating and drinking</li> <li>• After sneezing or coughing into hands</li> <li>• After playing outside</li> </ul>	<ul style="list-style-type: none"> <li>• Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions)</li> <li>• Whenever hands are visibly dirty</li> <li>• After using the washroom</li> <li>• Before eating and drinking</li> <li>• After sneezing or coughing into hands</li> <li>• Before handling food or assisting students with eating</li> <li>• After contact with body fluids (i.e., runny noses, spit, vomit, blood)</li> <li>• After cleaning tasks</li> <li>• After removing gloves</li> <li>• After handling garbage</li> </ul>

Students and staff will be able to wash hands at available sinks in the school. Hand sanitizing stations will be at the main entrance and in front of each classroom door.

### Cleaning and disinfecting the school

Government of Yukon custodial staff will be cleaning and disinfecting the school with disinfectants approved by Health Canada. They also follow [cleaning and disinfecting guidelines](#) set by Yukon's Chief Medical officer of Health.

- High-touch areas and equipment, including shared items for learning will be wiped down and cleaned more frequently.
- Staff and students may also take part in support cleaning efforts. Students may be asked to help



out by washing their hands, cleaning their desk and cleaning up after using shared items for learning, just like they would usually would.

- An additional custodian will clean toilets, doorknobs and other shared surfaces during the school day.

### Supporting safe habits at school

Teachers and school staff will go over these health and safety routines regularly with students. Parents are also encouraged to review these health and safety routines regularly with their child or children. This includes:

- Washing hands with soap and warm water for 20 seconds;
- Using hand sanitizer when you can't wash your hands;
- Coughing and sneezing into our elbows;
- Using a tissue to blow our nose, and then throwing the tissue in the garbage;
- Keeping a 2-metre distance from your friends and teachers as much as you can;
- Making sure your child or children tells you when they are sick or showing symptoms;
- Keeping them home when they are sick or showing symptoms.

### For more information:

We will be providing regular updates to students and families during the school year through our weekly blog and on the Website.

Visit the following websites for more information:

- Our school Website: [eet.csfy.ca](http://eet.csfy.ca)
- Yukon.ca information on education and schools during COVID-19: [yukon.ca/en/education-and-school-supports-covid-19](http://yukon.ca/en/education-and-school-supports-covid-19)
- Yukon.ca information on COVID-19: [yukon.ca/en/covid-19-information](http://yukon.ca/en/covid-19-information)

If you have any questions or concerns, please contact [emilie.tremblay@yesnet.yk.ca](mailto:emilie.tremblay@yesnet.yk.ca) or (867) 667-8150.