



# COVID-19 PARENT INFORMATION GUIDE

SEPTEMBER 2020



## Return to class with health and safety measures

### Learning in the new school year

Students will return to school with safety and health measures for everyone to follow, reducing the risk of COVID-19.

We all can play a role learning together, staying safe and keeping apart.

\*School specific information will be shared August 25<sup>th</sup>.

## SAFETY & HEALTH MEASURES IN SCHOOLS

### Keeping each other safe

Cleaning and Handwashing

- Caretakers will disinfect high touch areas throughout the day
- Classrooms routines will include:

- **Hand washing and/or sanitizing**

before and after:  
 an activity,  
 entering/exiting  
 school spaces,  
 eating, recess time,  
 using a computer/iPad,  
 any time students and  
 teachers identify the  
 need

- Disinfecting computers/iPad between users
- Disinfecting shared spaces between student groups
- Physical distancing when possible



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- bathrooms
- Floor markings (distancing reminders and direction of travel)
  - Designated doors and boot rooms
  - Maximized space between seating

\*When physical distancing is not possible, extra emphasis will be on hand hygiene,

respiratory etiquette, cleaning and disinfecting and wearing a mask (see page 4-5)

- Homeroom bubble in elementary
- One to three class bubbles in high school (dependent on the school size/schedule)

### Safety within a bubble

Limiting exposure within a cohort

- Staff will support students to use designated and consistent assigned spots in the classroom
- Highschool students will eat lunch with one of their cohorts (bubbles)
- Reduction in the number of staff in close and sustained contact with a cohort

**Wear a mask** in some instances (see page 4-5)

### Learn together by staying apart

Allow for physical distancing when possible:

- Staggered transition times between classes to avoid crowded hallways and

### Safety on the bus

Limiting exposure on the bus

- Students will be assigned consistent seating and will be asked to sit with siblings
- Busses will be sanitized between trips
- Grade 4-12 students are required to wear masks

### Safety built into the school schedules

Limiting contact and exposure by staying in a small group, instead of mixing with the whole school

- Students will remain with a consistent cohort (**bubble**)

### Significant reduction in school visitors

Limiting exposure from visitors and guests

- Parents will be asked to avoid visiting the building or if necessary, schedule visits
- A record (sign-in) of all visitors must be kept
- If invited, a visitor will be asked to use [the self-screening tool](#)
- Presentations/Assemblies will be virtual

## PARENTS' ROLE IN KEEPING SCHOOL SAFE

### Screen for symptoms every morning

- Use [the assessment tool](#) to check every morning to see if your child has any symptoms.
- If “yes” is answered to any of the questions, your child (and possibly siblings) must stay home and call 811 to be directed. A recommendation or negative test will allow your child(ren) to return to school.
  - Please notify the school as soon as possible of a positive test for COVID-19

\*All communications are confidential. If a case is of COVID-19 is suspected or confirmed, the Division will take direction from public health

### If a student has symptoms related to a pre-existing condition

The student should be tested at least once before returning. If negative for COVID-19 these symptoms can be considered a baseline and no future testing is necessary unless symptoms change.

- Please talk to your school about the pre-existing condition.

### Safety for students with underlying medical conditions or family risk factors

Parents should consult their child's physician to consider the health risks and discuss what will best support the child. Contact your child's school to discuss available options and support.

### Stay home when sick or if in contact with someone who is sick

Students, parents or family members must not enter school if they:

- Feel sick or have symptoms of COVID-19
- Had close contact with someone who is ill with a cough and/or fever
- Have anyone in the household who has been in close contact in the last 14 days with someone who is being investigated or confirmed to have COVID-19
- Have traveled outside of Canada in the last 14 days
- Had close contact with someone who has travelled outside of Canada in the last 14 days and who is ill.

### Avoid entering the school

To reduce exposure, all parents, guardians and visitors are asked to avoid entering schools. If a visit is necessary, schedule a meeting. Refer to your school's plan to find out how the school and parents can work together. If a visit is required, you will be asked to complete the self-assessment prior to entering and wear a mask.

### Pick up students promptly if they show symptoms at school

- You will be asked to pick up your child from school immediately if they show symptoms

and call 811 to be assessed for a test.

- The school must be able to contact you at all times during the school day. Please ensure the school has your most up-to-date contact information, including a back-up contact. The student will be asked to wear a mask (if safe to do so) and will be supervised in an isolated room until you get there.

### Taking your child to school

If your child normally takes the bus, consider taking them directly to school if you can. This will help with physical distancing on the bus.

### Keep a safe distance

To minimize contact please be mindful of keeping 2 meters from others who may not be in your child's bubble.

### When unsure – please contact us

We will navigate these very different times together as things evolve.

School Website and contact information  
<https://www.nesd.ca/Schools>

## HELPING STUDENTS TO KNOW WHAT TO EXPECT

Your child may feel nervous about returning to school. There will be changes we can help prepare students for. Also, it will be important to focus on what will stay the same. Students will learn in class with their teacher and see friends.

Talk to your child about some of the new health measures to help them prepare for the first day of school:

- Before school - review the Daily Screening Questionnaire every morning
- Plan to have 2+ masks to wear during the day - One for on the bus
- Sanitize hands before entering school and classrooms (sanitation stations will be at entrances)
- Keep a distance between others and follow marks in hallways
- Do not share food or personal items
- Cover coughs and sneezes
- Tell staff if feeling sick at school
- Some recess/breaks may be at different times to reduce hallway traffic
- Stay in your bubble during class and lunch time to decrease contact with others.
- Students who take the bus will have to sit in the same seat every day

### Cohort

A cohort—or bubble—is a group of students and staff who remain together. The size of the cohort will depend on the school size and schedule.

Be kind with each other, as we work together to keep each other safe.

## MASKS IN SCHOOLS

The North East School Division in consultation with public health, has decided to begin the school year at level 2 of the Safe Schools Plan which includes the use of masks.

- All grade 4-12 students are required to wear a mask on school buses unless not able to do so safely.
- Students in pre-k to Grade 3 will be encouraged, but not required, to wear masks while in school or on buses.
- It is strongly recommended that students in Grades 4-8 wear a mask in high traffic areas and all other areas where 2-meter distancing is not possible.
- Masks will be required for all students in Grades 9 to 12 in high traffic areas and wherever 2-meter physical distancing is not possible.



How to Wear A Mask  
<https://youtu.be/gvLA--hGU70>

### HOW TO SAFELY USE A NON-MEDICAL MASK OR FACE COVERING

#### DO'S



**DO** wear a non-medical mask or face covering to protect others.



**DO** ensure the mask is made of at least two layers of tightly woven fabric.



**DO** inspect the mask for tears or holes.



**DO** ensure the mask or face covering is clean and dry.



**DO** wash your hands or use alcohol-based hand sanitizer before and after touching the mask or face covering.



**DO** use the ear loops or ties to put on and remove the mask.



**DO** ensure your nose and mouth are fully covered.



**DO** replace and launder your mask whenever it becomes damp or dirty.



**DO** wash your mask with hot, soapy water and let it dry completely before wearing it again.



**DO** store reusable masks in a clean paper bag until you wear it again.



**DO** discard masks that cannot be washed in a plastic-lined garbage bin after use.

#### DO YOUR PART.

Wear a non-medical mask or face covering to protect others when you can't maintain a 2-metre distance.

#### NON-MEDICAL MASKS ARE NOT RECOMMENDED FOR:

- People who suffer from an illness or disabilities that make it difficult to put on or take off a mask
- Those who have difficulty breathing
- Children under the age of 2

#### DON'T JUDGE OTHERS FOR NOT WEARING A MASK.

Kindness is important as some people may not be able to wear a mask or face covering.

- All staff members are also required to wear masks on buses and when working within a school facility when physical distancing of 2-meter cannot be maintained.
- Parents and guardians are encouraged to purchase or construct reusable masks for their child(ren), but the school division will supply disposable non-medical masks as needed. [Here are guidelines for constructing a reusable mask.](#)

## DON'TS



**DON'T** reuse masks that are moist, dirty or damaged.



**DON'T** wear a loose mask.



**DON'T** touch the mask while wearing it.



**DON'T** remove the mask to talk to someone.



**DON'T** hang the mask from your neck or ears.



**DON'T** share your mask.



**DON'T** leave your used mask within the reach of others.

**REMEMBER**, wearing a non-medical mask or face covering alone will not prevent the spread of COVID-19. You must also wash your hands often, practise physical distancing and stay home if you are sick.







Canada

- Parents and guardians are asked to wash reusable student masks according to appropriate guidelines. [Here is more information](#) on mask etiquette and maintenance provided by the Government of Canada.
- *What if I do not have a mask for my child?* The schools will have disposable masks available.

<https://www.canada.ca/content/dam/hc-sc/documents/services/publications/diseases-and-conditions/covid-19-safely-use-non-medical-mask-face-covering/covid-19-safely-use-non-medical-mask-face-covering-en.pdf>

- *Are students to wear masks at all times, like during recess and during lunch?*  
There will be circumstances during the day where students will have to remove masks and physical distancing protocols are to be implemented during these times as much as possible.
- *What if my child cannot or does not want to wear a mask?*  
These situations will be assessed on individual basis and a medical note may be required.  
Please work closely with your school-based administrator to determine options for your unique situation.

### ADDITIONAL INFORMATION AND RESOURCES

- Will students still participate in extra-curricular and field trips?
  - Schools can continue to plan outdoor learning experiences following transportation guidelines.
  - Highschool Athletics have been paused Provincially until September 28<sup>th</sup>
  - Additional details will follow as schools settle into a routine.
- Additional information regarding [the care of students who present with symptoms at school](#).
- [COVID-19 Resources for Newcomers](#)

# Tisdale Elementary School COVID-19 PARENT INFORMATION

Better Together



## ARRIVAL AND DEPARTURES

- We encourage parents to drop off students as close to bell time (8:50) as possible
- Supervision will be provided both inside and outside of school in all areas to ensure safety is being monitored.
- Students when arriving to school will ensuring social distancing will occur.
- All students are encouraged to avoid grouping when they arrive in the morning between 8:40 and 9 am.
- Students will not be allowed to wait on benches, tables and/or the gazebo to avoid being too close.
- A reminder that supervision does not start until 8:40, thus students should not be arriving prior to that time please.
- We encourage parents to drop off students as close to bell time (8:50) as possible
  - Students will utilize their assigned entrances.
  - Teachers will help to instruct students and to monitor entrance use in the morning by limiting the number of people in the entrance to 10 students...others will distance appropriately outside the doors – Mask use is encouraged.
  - Pre K- 2 students upon arrival to school, will go in and meet supervisor who will assist them to their rooms to take items in and clean hands and prepare for start of day as outlined and practiced with their classroom teacher.
  - Grades 3-5 will remain outside until the 8:50 bell rings. Upon arrival, they will go to their designated playground area where a supervisor will be. After the bell rings, they will then line up in classes, as practiced, and will be guided in by supervisor one classroom at a time. When they arrive to their classroom, they will sanitize their hands and practice the routine that has been established with their classroom teacher.
  - All students are encouraged to avoid grouping when they arrive in the morning between 8:40 and 9 am.
- Spray paint will be utilized for marking distancing outside of the building in events of mass arrivals of students – mask use is encouraged at this time.
- Teachers will work with students to teach them proper distancing in all of these times.
- Masks are encouraged at this time.
- At the end of the day, students will be dismissed in a staggered fashion.
  - Bus students that are in the first group at 3:20
  - Students who do not ride the bus at 3:25
  - Last group of bus students 3:30
- Busing
  - Only students that are confirmed to ride a bus, as set out in school division policy allowed to utilize bus services

- Parents are encouraged to transport students
- Students will have assigned seating created by the bus driver
- Mask use for grades 4 to 5, and encouraged for all
- Siblings will sit together
- Seating arrangement will be arranged with classroom classmates seated together as best possible
- When lining up the following will be considered
  - Bus line up will also be organized to fill the bus from back to front to avoid additional overlapping of student contact
  - Students will line up in the order of the bus seating
  - Social distancing will be practiced and masks should be worn as wait.

## **RECESS, SNACK AND LUNCH TIMES**

- We will have 2 staggered recess groups where students are to play in designated locations on the playground. This will eliminate the large groups.
- Snack and lunchtime, we will ensure that hands and eating areas are cleaned prior to eating. We ask that you do not send placemats or table covering. If your child has their own personal hand sanitizer in lunch kit please practice how to open and close and the proper amount to use.
- Lunchtime students are encouraged to go home for lunch, as this is a time of non-mask use and difficult social distancing in most of our classrooms. If your child is to go home, we ask that this is clearly communicated to the teacher in advance. When a student is being picked up and dropped off we ask that you remain outside and follow our bell times that are posted on our website and will be shared out again in later communication. Utilizing a paper bag lunch bags vs. fabric lunch bags is something to consider to avoid possible contamination home, however this is optional depending on means.
- Please note that our supervisors will not be opening lunch containers, cheese snack style wrappers, juice straws, peeling oranges/bananas, etc. as this puts them at risk and multiple touch points put all students at risk. Thus, please pack lunches that are self-sufficient for your child to eat.
- We also ask that you work with your children to be able to put on their own jackets and shoes, mitts, etc. as supervisors want to also avoid close contact of having to do zippers and tying of shoes etc. Of course, if a child is unable to and it is inhibiting their safety they will be aided.

## **HYGIENE, SOCIAL DISTANCING AND WASHROOM PROTOCOLS**

- Visual instructions for proper hand washing will be displayed by every sink.
- Directional arrows to support safe movement in schools will be implemented.
- Social distancing decals will be placed where necessary.
- Appropriate door signage to ensure those entering the school have done a self-health check.
- Student numbers in washrooms will be limited to two students at a time; visual instructions for proper hand washing will be displayed by every sink. Routines will be practiced in classrooms.
- Teachers will teach handwashing techniques.

- Sharing of student personal supplies such as electronic devices, writing instruments, supplies, and food will not be allowed.
- Learning materials that are shared, such as technology, amongst students during classroom lessons will be reduced and sanitized. Items that cannot be easily cleaned and disinfected will not be used.
- Staff members will be encouraging students to limit physical contact and will be modeling new ways to interact using games that include basic principles such as 'two-arm lengths apart' and avoid close greetings like hugs or handshakes. Encourage physically distant greetings such as air-fives and waves.
- Classroom activities will be planned that avoid physical contact or the close gathering of students.
- Proper hand hygiene is a key element to reducing the spread of illness. Hand sanitizer will be available in all schools at all entrances and in every classroom. Students are encouraged to bring their own small bottle of hand sanitizer that is limited in scent. Students will be reminded to sanitize their hands throughout the day, such as when first entering the building, entering the classroom, or immediately before and after recess. See mask use criteria for in this document
- Regular cleaning of washrooms, high traffic areas and touch spots and classrooms will be cleaned many times throughout the day. This includes disposal of garbage cans after snack and lunch times.

## **GENERAL MANAGEMENT AND COMMUNICATION**

- If your child is sick, we ask that you ensure you keep them home and contact the school at 306-873-4533.
- Students must have an emergency contact number to register. Tisdale Elementary School must be able to contact a parent or emergency contact quickly if the need to do so arises. If your child has expressed they are not feeling well they will be taken to the sick room, family will be contacted and you will be asked to come and take your child home.
- Social distancing will be enforced throughout the building and on the playground. We will have visuals posted throughout the school for reminders, and we will be practicing how this looks when in Tisdale Elementary School.
- Parents are encouraged to call the school at (306)-873-4533 prior to coming into the school. School access, by visitors, will be limited. Anyone that does come into the school will be required to sign in through using a QR code using their phone and practice proper hand sanitizing.
- We encourage all parents to arrange with children to meet outside for pick up, as we are limiting any visitors. If you have arranged for others to pick up your child please ensure that you have communicated the process as well. If your child is struggling with transitions please feel free to talk to your child's teacher to collaborate on a plan.
- Each student is required to bring their own supplies to minimize sharing. All materials should be clearly labelled with their names on everything. Please see supply lists on our school webpage
- Proper handwashing/hand sanitizing will be required prior to entering or leaving any location. We will be reviewing with all students the proper way to do this.

- Use of water bottles will be required as the water filling stations/ fountains will be turned off. Please ensure that they are clearly marked with your child's name and they know how to close it properly.
- If your child is borrowing books from the school, your classroom teacher will be communicating a plan as to how this process will work in their classroom to allow for a 24 hour period of the book not being lent out to others.
- We will have two sick rooms available if a student is experiencing any symptoms, a staff member will remain with them until you can come to pick them up at the assigned door as soon as possible. Minimal contact with others during this time will occur. Proper protocols for protection and cleaning will be practiced in areas that the child was.
- When sending masks for your students, please ensure that you have clearly marked all masks with their names on it. A system that you and your child have created to store clean and dirty masks should be sent daily and be clearly marked as well with name and where clean and dirty masks go (Possibly color coded and containers may be zip-lock bags, pencil cases, toiletry bag, etc.). We ask that no lanyards are sent to ensure safety in regards to choking hazards. A reminder that disposable masks will be provided to students that may not have a reusable or their own disposable one. Although masks are **not** mandatory for those students who are in Pre K- 3 masks will be allowed and can be worn if you so choose. As for how many to send that will be based on your specific child and what you choose to do and can provide.
- Meetings will be virtual until further notice.
- Various events such as assemblies, presentations, family events, extracurricular will be postponed until further notice and will be developed in consultation with the Chief Medical Health Officer and division if deemed appropriate. Stay tuned for various virtual opportunities we hope to host throughout the year.
- School communication will be through School Messenger as well as our Tisdale Elementary School Facebook page. Please download the School Messenger app. If you need assistance in doing this, please refer to resources on our website or call the school. We will continue to use our Daily agenda books and each classroom teacher will be communicating to you about their process of handling these.
- Prior to the first day of school, your child's teacher will be reaching out with specific first day back to school plans as to arrival, how supplies will be stored and more details about those classroom procedures specifically. Our school will also be sending out more details, stay tuned to messenger and school FB page.

We look forward to an amazing 2020-21 school year. As always if you have any questions please do not hesitate to contact our school at 306-873-4533 and together, we will ensure we are making this a wonderful safe experience for your child. Thank you for your continued patience as we maneuver through how things are being done and for your ongoing support and grace.

TES Staff ☺

