



École *Learning Through Faith, Hope and Love* **Monsignor William Irwin** **Catholic Elementary School**

August 23, 2021

Dear MWI Families,

**I know the plans I have for you, says the Lord....
plans to give you a future with hope.**

Jeremiah 29: 11

Welcome! Bienvenue! Thank you for being part of our MWI community. This past year, we relied on our deep faith, unwavering hope, and boundless love as we faced some significant challenges. Despite these challenges, we stuck together and created moments to celebrate. We adapted and found new ways of teaching, learning, connecting, and sharing God's love. Indeed, even in these tumultuous times we have much to be thankful for. So, let us work together, once again, to make this year a memorable one—a year grounded in ***Learning Through Faith, Hope and Love***.

For this 2021-2022 school year, our Division theme is taken from **Jeremiah 29: 11, "I know the plans I have for you, says the Lord....plans to give you a future with hope"**. This scripture speaks of hope and reminds us that despite suffering we may experience in life, God has a plan for us. We must not give up. At some point, we all experience pain and difficult situations, however, this verse tells us that with God's love we can overcome these challenges, and even grow from them. We hold on to the belief that things will get better. Our hope is in God.

Hope is the ability to look ahead with love, trust, and faith. So, it is fitting that as we include 'Hope' and 'Courage' as our school wide theme for this new school year.

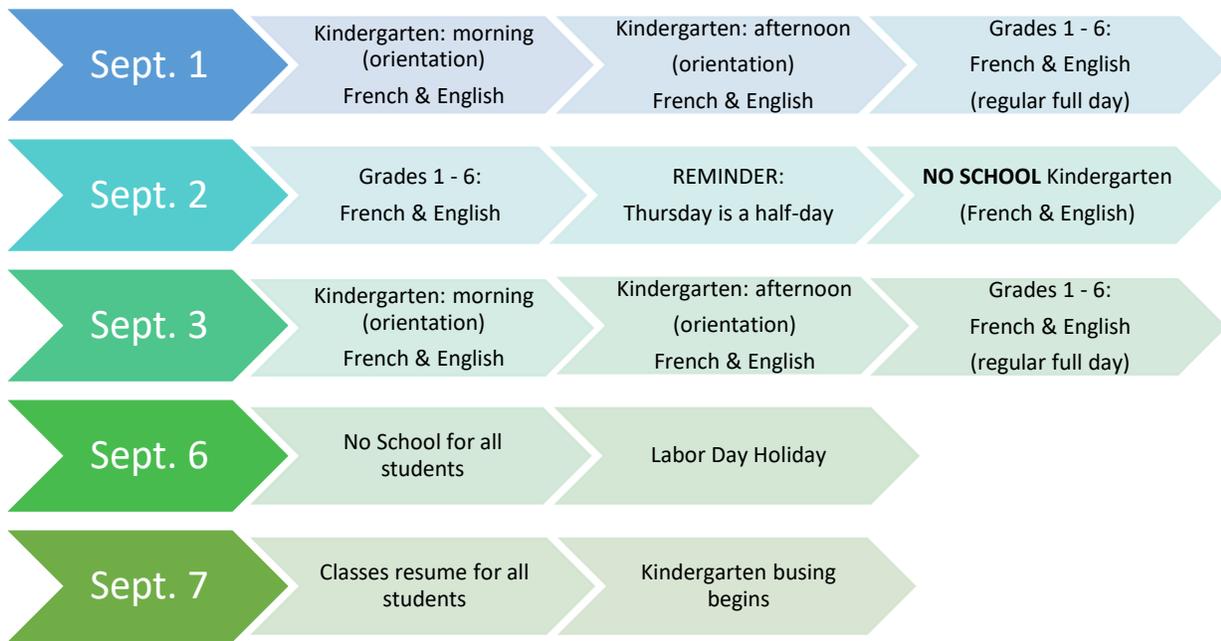
Please take some time to read our school back to school information. We want to ensure our families feel supported and prepared to start the school year safely. Our plan will continue to evolve, and more information will be provided over the month of September.

The start of the school year is such a special time. We begin the year filled with hope and anticipation. I am looking forward to another wonderful year at MWI, filled with stories of success and learning.

Sincerely,

Lynnette Anderson
Principal/Directrice

MWI Back to School Schedule



Arrival for Grades 1 - 6:

Wednesday, Sept. 1,
Thursday, Sept. 2
Friday, Sept. 3
Time: 8 :20 – 8 :35 am

- Students begin arriving at school (busing routes and times do not change)
- Students proceed to their assigned entry/exit door (please see map on page 4)
- Emails will be sent to families with assigned homeroom and entry/exit prior to August 30th
- Teachers will greet students at assigned doors/pylons and direct students to their classroom
- Supervision will be provided both in & outside the school
- Parents can drop off their children near the playground (English) or at the north side of school near the bike racks (French)
- For safety reasons, parents/guardians are asked to stay in vehicle or outside the school to maintain a safe physical distance between themselves and others
- Kindergarten families will arrive at their appointment times on Wednesday & Friday

Dismissal for Grades 1 - 6:

Wednesday, Sept. 1
Friday, Sept. 3
Time: 3:17 – 3:30 pm
Dismissal for Grades 1 - 6:
Thursday, Sept. 2
Time: 12:12 -12:25 pm

- Students will leave the school through their assigned entry/exit door (see map on page 4)
- Bus students will leave first and proceed directly to their assigned bus.
- Parents meeting their children can wait near the playground (English) or at the north side of school near the bike racks (French)
- For safety reasons, parents/guardians are asked to stay in vehicle or outside the school to maintain a safe physical distance between themselves and others
- REMINDER: No vehicles in parking lot. Please review [MWI Traffic & Parking Procedures](#) document
- Supervision at entry/exits and busses will be provided until 3:30 pm (except on Thursdays)
- Kindergarten families will depart after their appointments on September 1st and 3rd

Kindergarten Families:

- Please book appointment for staggered orientation
- Refer to kindergarten orientation letter regarding appointment bookings

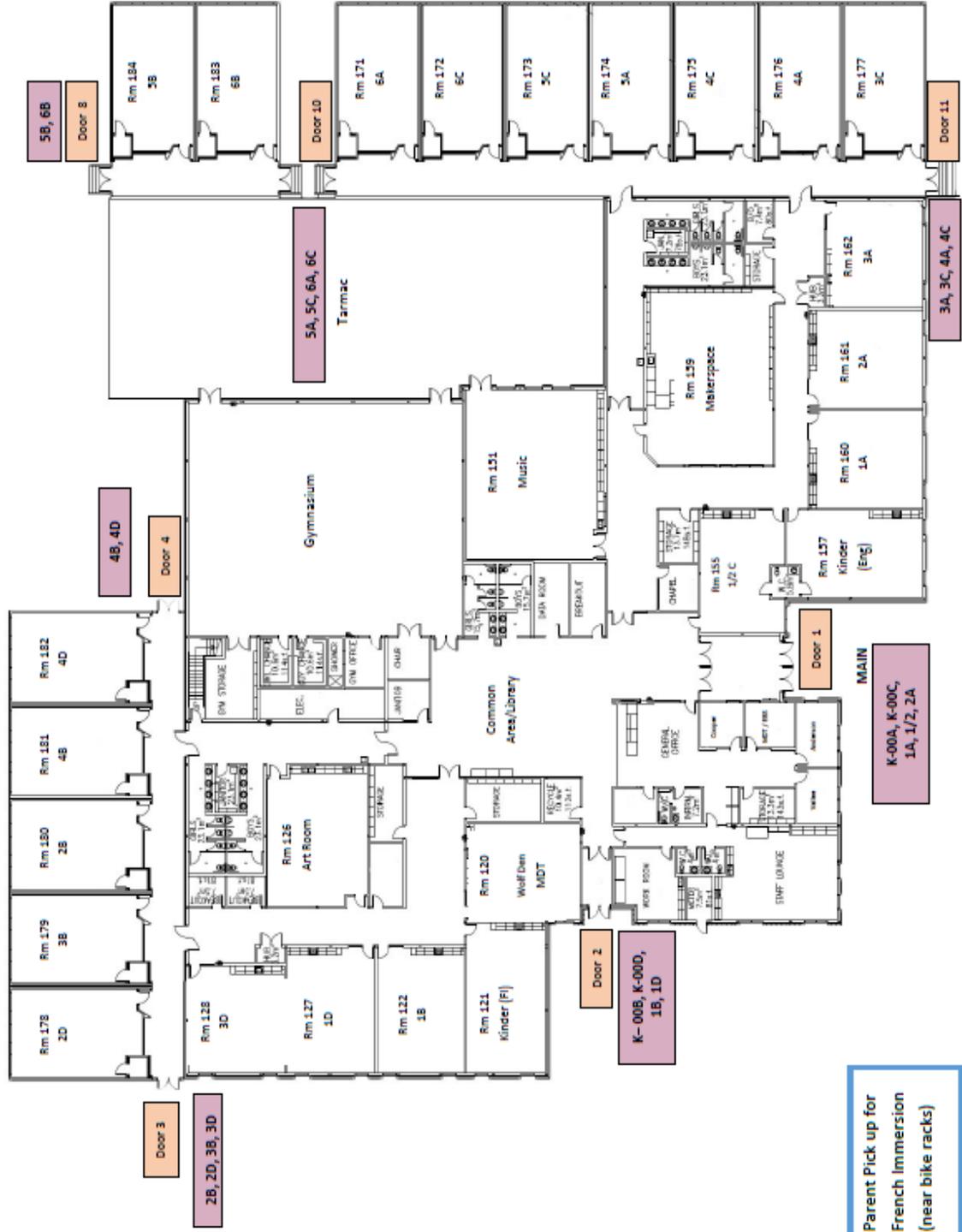
What does by child bring to school September 1st?

- Backpack, indoor shoes
- Water bottle, snacks and lunch
- Mask- students must wear masks on school buses and are strongly encouraged to wear them in common areas
- School supplies- do not bring multiple items (eg. One pencil, not 10 pencils); label all supplies
- [LINK to supplies list](#)
- Teachers will provide more details in their welcome back

SCHOOL HOURS

GRADES 1 – 6 HOURS OF OPERATION		TIME
FIRST BELL		8:35 AM
MORNING CLASSES BEGIN		8:40 A.M.
A.M. RECESS		10:30 A.M. – 10:45 A.M.
LUNCH RECESS		12:00 P.M.
LUNCH		12:20 – 12:40 P.M.
AFTERNOON CLASSES BEGIN		12:40 P.M.
P.M. RECESS		2:05 P.M. – 2:17 P.M.
DISMISSAL		3:17 P.M.
EARLY DISMISSAL DAYS (THURSDAYS)		12: 12 P.M.
KINDERGARTEN HOURS OF OPERATION		TIME
KINDERGARTEN A.M. CLASS		8:35 A.M. – 11:38 A.M.
KINDERGARTEN P.M. CLASS		12:14 P.M. – 3:17 P.M.
<p>Our Kindergarten Program takes place Monday, Tuesday, Wednesday and Friday.</p> <p>Kindergarten students do NOT have school on Thursdays.</p>		

MWI SITE MAP: ENTRANCE / EXITS 2021-2022



Parent Pick up for English (near playground)

Parent Pick up for French Immersion (near bike racks)

Safety First

To keep everyone as safe as possible, we have made several changes to school routines and practices that we will all need to adjust to. As the situation with COVID-19 continues to evolve, so too will our approach and strategies.

Cohort

- defined as a group of students and staff who remain together (ie. homeroom class)
- the size of the cohort will depend on the size of the classroom and the number of students assigned to the teacher(s)
- cohorts decrease the number of close contacts staff and students will have in the school
- snacks and lunch will take place in cohort classroom
- shared food and treats (birthday or special days) will not be permitted
- will be assigned to same area for recess

Grade-level Groups

- two or three cohorts will use the same door for entry and exit, but the timing will be staggered
- they will use same set of washrooms
- all grades 4-6 students will wear masks in hallways and common areas or when physical distance cannot be maintained; grades K-3 are strongly encouraged to wear masks as well
- students will sanitize/wash hands upon entry and exit

Music and FSL Cohorts

- French as a Second Language (grades 4-6) teacher will travel to each cohort classroom to deliver their curricular programs
- this will help minimize movement of students in the school

For more information about the Division Back to School Plan, please visit:

<https://www.ecsd.net/page/7013/back-to-school-plan-for-the-2021-2022-school-year>

Masks

- Masks are important to mitigate the risk of spreading COVID-19, particularly when people are indoors, and physical distancing is a challenge
- **Masks are mandatory inside schools.**
- **Students are not required to wear masks while eating or drinking, during music or physical education class. (link to ECSD Plan [updated August 30th](#))**
- Students are not required to wear masks outdoors, but physical distancing is encouraged.
- Masks are mandatory for all students on yellow buses
- Please write student's name on all masks
- All visitors who enter the school are required to wear a mask (i.e. picking up child for appointment or if child is ill)

Handwashing and Sanitizing

- Everyone who enters or exits the school will be required to use hand sanitizer or wash their hands immediately
- Students and staff will wash and/or sanitize before they
 - enter classrooms
 - share equipment
 - eat
- Hand sanitizer will be provided throughout the building to support these requirements (each classroom and entry/exit location)
- Parents sending personal hand sanitizers with their children are encouraged to refer to [AHS Guidelines](#)

Personal Belongings and Equipment

- Students will have their own personal supplies to use and will be stored separately
- Teachers will provide more information regarding which supplies to bring
- If items are shared (ie Chromebooks), they must be cleaned and disinfected after use
- Students will wash or sanitize their hands before and after using the shared items
- Students are encouraged to fill water bottles from the fountain
- Water fountains will be cleaned and disinfected several times throughout the day

Hallways and Washrooms

- Students will use physical distancing protocols
- Grades 4 – 6 students must wear masks in hallways
- Washrooms will be assigned to Grade-level groups as much as possible
- Each classroom will have a Sign In/Sign Out process where they will monitor and track student movement
- Washrooms will be cleaned and disinfected several times throughout the day

Regularly Scheduled Classes begin Tuesday, September 7th

Arrival

Monday - Friday

8:20 - 8:35 am

*Supervision will begin at 8:20 am

Late Arrival

Dismissal

Monday, Tuesday, Wednesday, Friday
@ 3:17 pm

*Supervision 3:17–3:30 pm

Thursday @ 12:12 pm

*Supervision 12:12 – 12: 20pm

- upon arrival students will:
 - proceed to their assigned entry/exit door (see map on page 4)
 - follow physical distancing guidelines in line and upon entering the school
- teachers will greet students at assigned doors and direct students to their classroom
- students will place footwear and coats on assigned hooks outside their classroom
- supervision will be provided both in & outside the school
- adults bringing students to school will be asked to stay in vehicle or outside the school to maintain a safe physical distance between themselves and others.
- during extreme weather, such as severe cold or rain, we will have a plan in place so students can enter inside earlier
- **REMINDER:** No vehicles in parking lot. MWI Traffic & Parking Procedures document

- students arriving after 8:40 am will have to enter the school at the main entrance
- students will ring the buzzer and staff will let students enter the school
- students will sanitize hands upon arrival and when entering their classrooms
- staff will record their late arrival
- adults bringing students to school will be asked to stay in vehicle or outside the school to maintain a safe physical distance between themselves and others
- parents wishing to meet with staff will be asked to make an appointment

- assigned specific entry and exit doors to each grade-level group
- adults picking up students at school will be asked to stay in vehicle or outside the school and maintain a safe physical distance between themselves and others
- parents meeting their children can wait near the playground (English) or at the north side of school near the bike racks (French)
- **REMINDER:** No vehicles in parking lot. See MWI Traffic & Parking Procedures

***Parents and guardians of children who have complex needs and require support to enter/exit the building should contact the office prior to school start up. We will work with families to develop a plan that is safe for both students and staff.

Illness Protocols

Screening for illness

- Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school
- Staff must also assess themselves daily
- Signs will be posted with reminders not to enter the school if they have COVID-19 symptoms or symptoms resembling a mild cold

Showing signs of illness

- Staff who become ill must notify school principal and immediately self-isolate
- Students exhibiting signs of illness must be moved to a designated quarantine area (nurse's room beside the office)
- The quarantine space will be cleaned after the student leaves the building
- All items touched by the ill student or staff member will be cleaned and disinfected as soon as possible
- Parent/caregiver will be notified and advised to pick up their child immediately
- Students will be supported by the school to learn at home if they are required to isolate due to illness or because they were in close contact with a case of COVID-19
- Students may return to school when they are no longer exhibiting symptoms of common cold, influenza, or COVID-19

Case of COVID at school

- If there is an outbreak of COVID-19 identified within the school setting, the Zone Medical Officer of Health will work directly with the school division and school administration to provide follow-up recommendations and messages
- Alberta Health Services may request that the school close to allow a public health investigation to take place
- The decision to send a cohort/class home or to close a school will be made by the local Medical Officer of Health
- If this were to occur, the school will support students and staff to learn or work at home if they are required to self-isolate

School Common Areas

- We will have measures in place to promote physical distancing in spaces where students often gather.
- School office and other high-traffic areas will have signage (posters and floor markers) to remind students and staff to keep a safe physical distance.
- There will be a maximum number of individuals allowed in the school office at one time.
- We will have protocols to mitigate risks in the staff room, workroom, conference room, gym and library/makerspace.

Closed Campus

- Parents, guardians, or caregivers should limit their access to the school and an appointment must be made in advance with the office
- It is recommended that phone or email contact be used as the preferred method of contact
- Volunteers are not permitted in the school at this time
- There should be limited visits for forgotten items
- All visitors will also be required to sign into the Visitor Log
- When parents, guardians, or caregivers enter the school with a pre-established appointment, they will be asked to:
 - sanitize hands upon entry
 - complete the [Screening Questionnaire](#)
 - sign into the Visitor Log
 - wear a mask
- Meetings will take place in a designated conference room and will be cleaned before and after each meeting

SCHOOL-HOME COMMUNICATION

École Monsignor William Irwin Catholic School makes it a priority to communicate information regarding educational matters and school events. Most communication regarding school events and activities is sent out by email or text messages via the district's Swift K12 protocol. Our school communicates through a variety of methods:

- Agenda
- Newsletter Blog
- School website
- Social media
 - Instagram
 - Facebook
 - Twitter
 - YouTube
- Email
- Google Classroom

Follow Us!

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@mwi school ecsd



École Monsignor
William Irwin



@MWISchool



Monsignor William Irwin

MWI School Contact Information:

Phone: 780-430-1121

Email: 1428publicemail@ecsd.net