



10524 – 76 Avenue

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www.ourladyofmountcarmel.ecsd.net

October 5, 2020

Dear Our Lady of Mount Carmel Parents & Guardians,

Thank you for your support as we have had one month in school getting used to the new routines. Our -Re-Entry plan and any changes to procedure follow in the next few pages.

Please ensure your student (gr. 4-9) returns to school with a mask. Students in kindergarten to grade 3 are also encouraged to wear masks when appropriate.

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.

October 12 – Thanksgiving – no school

October 29 – District Faith Development Day for staff – no school for students

Student drop off & Pick up

- Staff will be on supervision at doors from 8:20 – 8:35. Elementary students will be met by their teacher at the designated doors when the bell rings at 8:35. Junior high students may enter as they arrive and wait in the halls between the office and gym until the first bell. Parents are asked to drop off and pick up students at their designated doors.
- No students in the playground before or after school please.
- Parents are asked to refrain from entering the school, except for pre-scheduled appointments. Please call 780-433-1062 to schedule an appointment.
- Everyone is asked to maintain a physical distance of 2 meters while waiting to be admitted.
- Students will use hand sanitizer upon entering.
- Pick up will occur at 2:55 at the same doors.
- Students will use hand sanitizer upon exiting.
- Doors are as follows:
 - North door (by basketball courts) K,1,2,3
 - West (by playground) 4,5,6
 - North door (by gym) 7,8,9
 - Front Door (south side) 7,8,9

Masks

- All students travelling on a school bus are required to wear a mask.
- Students in grades 4 – 9 are required to wear masks at school in the halls and when physical distancing cannot be maintained in the classrooms. Teachers will tell students when they can take their masks off.
- Students in kindergarten – grade 3 are strongly encouraged to wear masks at school.
- Staff will wear masks in school when physical distancing cannot be maintained.
- Any visiting adults in the building will be required to wear a mask.
- All students have been provided with two reusable cloth masks. It is recommended for parents to purchase additional masks for their children.
- Please ensure that masks are washed regularly.

Student Belongings

- Please clearly label all your child's belongings.
- Students will be provided with space for outdoor wear and lunches in a boot room or classroom.
- Lockers will not be in use or available to students at this time
- Students may be asked to wait to enter the boot room to limit students in close contact.
- Students will have their own place to keep their school supplies in their classroom.
- Students are asked to use only their own materials, and to refrain from sharing materials.
- Students will have access to the water-filling station for their water bottles.
 - Water fountains will be closed off in the building
- Students are reminded to leave toys or valuables at home

Student Cohorts

- Your child's class is also their primary cohort. A second cohort will be for students in Academies or the Regular program (gr. 3-9). This second cohort will be the grouping for the afternoon classes or Academies.
- Students will be in their primary cohort for classes, recess, and lunch.
- All students will have a seating plan to follow.
- School staff that move from one cohort to another throughout the day will wash their hands before entering and after exiting a classroom.
- Please discuss the importance of remaining in their cohort to limit the spread of germs with your child.

Recesses and Lunch

- Students will stay in their cohort during recess
- Students may remove their masks during recess
- Recess for kindergarten to grade 2 will be at 10:15
 - Each class will be assigned a designated area daily (field, playground, or tarmac)
- Recess for Gr. 3-6 will be at 10:30
 - Each class will be assigned a designated area daily (field –split for 2 grades, playground, or tarmac)
- Lunch for kindergarten to grade 2 will start by 12:00 in their classrooms
 - Recess will follow at 12:20 – 12:36
- Lunch for grades 3 -9 will be at 12:20 until 12:36 in their classrooms
 - Recess will follow at 12:36 – 12:50
 - Gr. 3-6 split between field and playground
 - Gr. 7-9 in the courtyard or tarmac area
- Students will be encouraged to bring healthy lunches from home that do not require the need to be heated as microwaves will not be available for use at this time. Additionally, the canteen will not be open at this time.
- Students are reminded to bring their own utensils.

Closed Campus

- In order to maintain cohort integrity for contact tracing purposes, our school will have a closed campus for lunch. If your child goes home for lunch, we ask that you contact your school administration to arrange. Students will not be allowed to leave to buy or pick up lunches.

Athletics

- At this time, athletics and extracurricular activities are suspended. This refers to after school sports teams such as volleyball, basketball, or badminton.

JH Options and Academies

- Academies will be proceeding as planned with safety measures in place depending on the facilities being used
 - For transportation, student will be assigned seats on the bus and wear masks
- For students in our regular junior high program, we will have our afternoon courses as a cohort
 - Courses include Physical Education, Health, Foods & Fashion, Film Studies, Music, ACE (academic core extension), and Comm Tech. More information will come once we know numbers for this group.

Online Option for Learning

- For students who have chosen online learning, they will be assigned to an online cohort class and will be contacted by their coordinating teacher regarding schedule, expectations, and materials required.
- While participating in online learning, families remain connected to Our Lady of Mount Carmel and will receive our regular communications

Cleanliness & Sanitizing

- Students will be required to wash their hands or use hand sanitizer frequently throughout the day. Some examples include before and after eating, after using the washroom, transitioning to another space and upon entrance and exit.
- Bathroom capacity will be limited to encourage physical distancing.
- Bathrooms will be sanitized throughout the day and at the end of the day.
- Students may be asked to help with cleaning their workspace.

Self-Screening

- Parents must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school.
- Parents and students are required to complete the self-screening questions every day before coming to school.
- Any person who selects “yes” on any of the screening questions will not be permitted to enter the school, pending further testing and symptom resolution for COVID-19.
- Parents are asked to keep students home if they are sick or if they are experiencing any covid-19 symptoms.
- Parents are asked to refrain from entering the school if they are sick or experiencing any covid-19 symptoms.
- Staff will adhere to the same protocols as students and parents.

Bus Transportation

- All students (K – 9) riding the school bus will wear a mask while on the bus.
- All students will be assigned to a seat on the bus and they must remain in their assigned seat.
- Students displaying symptoms of covid-19 should not be on the bus or coming to school.
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Illness While Onsite

- Should a student exhibit signs of illness at school, they will be moved to a designated private area within the school. Parent/caregivers will be notified and advised to pick up their child immediately.
- Please ensure that student emergency contact information is up-to date in the event that parents cannot be reached.
- Should a student develop symptoms, the student should have a COVID-19 test prior to returning to the school site.