

Protocols to return to school on June 1st 2020

June schedule:

In order to facilitate the return to school procedures such as organization, transitions inside the school, cleaning and sanitization and to be able to all wash our hands more frequently, we have divided the students in 2 groups.

Monday	Tuesday	Wednesday	Thursday	Friday
1^{er} Group A Online school	2 Group A Online school	3 Online school	4 Group B Online school	5 Group B Online school
8 Group A Online school	9 Group A Online school	10 Online school	11 Group B Online school	12 Group B Online school
15 Group A Online school	16 Group A Online school	17 Online school	18 Group B Online school	19 Group B Online school
22 Group A Online school	23 Group B Online school	24 *Last day to return Ipads*	25 End of school year *Activity to be determined depending of the Provincial health officer	26 Administrative day for the staff

****This schedule may be modified depending on the needs and instructions of the Provincial health officer.**

****Online school is offered to the students that are not attending school.**

Daily schedule:

Madame Chantal class:

- 9:00: Students arrive at school
- 10:25 to 10:40: Recess
- 11:45 to 12:10: Lunch
- 12:10 to 12:40: Recess
- 2:30 PM: Students leave school

Madame Christine class:

- 9:00: Students arrive at school
- 10:35 to 10:50: Recess
- 12:00 to 12:20: Lunch
- 12:20 to 12:50: Recess
- 2:20: Students leave school

Procedures during the day**Camping La Confluence:**

- To facilitate the understanding of the situation and to make this a little bit easier and lighter for the students, the we have decided to use the theme "camping at La Confluence".
- We will adopt the "pack it in, pack it out" mentality: what you bring from home, you don't leave in nature (in school) and what you see in nature (in school), you leave it behind.

Symptom check-in:

- You will receive an electronic form that is your commitment to do a daily check-in of the following symptoms with your child:
 - Fever
 - Cough
 - Sneezing
 - Congestion
 - Presence of someone in the house that has a fever, cough or respiratory difficulties.
- All the staff members will sign the form and any staff members that had listed symptoms (because of allergies) had an appointment with their doctor to approve their return to work.
- If a student, or a staff member, experiences of the symptoms listed above, he or she will remain at home.
- To return to school, we will need a medical note from a doctor or confirmation from an agent on the 811 health services line.

Student arrival at school:

- All the students will enter through the playground door.
- There will be designated area on the ground where they can stand while waiting their turn to enter the school. Members from the same family can wait at the same spot.
- Door will open at 9 AM and a staff member will be there to indicate the students when they can come in.
- There will be washing station at the entrance (hand sanitizer) for students to use before changing their shoes at the designated area.

- Each student will have a designated area to sanitize their hands (their name will be indicated at the station).
- They will follow their teacher's instructions afterwards.

Student departure:

- All students will exit through playground door.
- They will need to sanitize their hands before leaving school.

Washing hands:

- The best way to protect yourself from contracting the virus is to wash your hands more frequently and to avoid touching your face.
- When possible, we will prioritise hand washing with warm water, soap and for 20 seconds.
- We will have hand sanitizer.
- We will emphasize the importance of washing our hands mostly during those situations:
 - Arrival and departure
 - Before and after snacks and lunch
 - Before and after going outside
 - Before and after the use of washroom
 - Before and after gym classes
- The 2 bathrooms usually reserved for staff member are now going to be hand washing stations. The gym bathrooms will be used for staff.
- There will be stickers on the floor to indicate where to wait.

Hand washing stations:

- There will be hand washing stations at multiple places in the school with hand sanitizer: at both entrances, classrooms, library, gym, at the entrance of the principal's office, secretary's office and photocopy room.
- These areas will be designated with a purple sign and a fall picture (camping theme!).
- At every hand washing station, there will also be paper towel and disinfecting products to clean more often the area that are frequently touched (door handles, switches, etc.)

Bathroom:

- There will be stickers on the floor to designate the waiting area.

Social distancing:

- Social distancing is still important. We will use the idea of sitting around a campfire to explain this to students. We don't want to get too close or we could get burnt! We need to keep our distance.

Mask:

- Wearing a mask is not an obligation and often not necessary. It is possible that a staff member wears a mask if he or she works close to a student for a longer period of time.

- Student explanation: we are wearing the mask because we are too close to the fire! It's to protect us from the smoke!
- We will be respectful to staff members and students that choose to wear a mask.

Recess:

- All the students from the same group A or B will have some time together outside. Beginning and end of recesses will be staggered to avoid crowding in the coat room and hand washing areas.
- We are currently building a bank of outdoor games and activities that respect social distancing but will allow students to stay active.
- We are still waiting for more instruction regarding the play structures. We will keep you informed once we have more details.

Water:

- Students and staff members won't have access to the water fountain. We ask parents to please send enough water for the day. Our suggestion is to send your child with 2 bottles of water, especially on warmer days.

Snacks and lunch:

- Students will eat in their classroom. Teachers will be doing supervision. Teachers might use this time to show educational videos, play music or read a book.

Personal items:

- Each student will have a box, with his or her name on it for personal school supplies. Things like pencils, scissors, glue sticks etc will not be shared among students.
- There will be no exchange of items between students.

Change of shoes and coat:

- Each student will have a designated area for his or her shoes. These areas will respect the distancing rules.
- Students in Madame Chantal's class will have a designated hook in their classroom to put their coat and leave their lunch box. The placement of the hooks respects the distancing rules.
- Students in Madame Christine's class will have a designated hook in the coat room to put their coat and they will place their lunch box in a designated area in the classroom. The placement of the hooks respects the distancing rules.

School bag and lunch box:

- There will be no backpacks allowed in the school.
- We are asking parents to clean a reusable fabric bag that will be used by the student to bring his or her lunch box, bottles of water, hat, sunscreen, etc.
- No personal items are allowed in the school (like stuffed animal, key chains, etc.).
- The students will place their bag in a designated spot in the classroom.

Hallway circulation:

- There will be stickers (arrows) on the floor to indicate directions of movement.

Stickers on the floor:

- There will be stickers on the floor to indicate the designated area where students can wait. The symbol will be rounds with footprints inside.

Visitor access:

- Only students and staff members will be allowed inside the school.
- Phone calls and emails will be the best and safest way to communicate with the staff.
- If you absolutely need to have a meeting, the principal (Madame Josée) will need to authorize the meeting and some procedures will be in place to make sure everyone is safe.

Development of symptoms and isolation room:

- If your child develop symptoms during the day, he or will be placed in the isolation room (first aid room) until of the parent comes to school to pick them up.
- One staff member will be designated to stay with the student.

First aid:

- If your child gets injured, he or she will receive first aid treatment as necessary in the corner where the photocopier used to be.
- The staff member giving first aid will wear a mask and gloves.

Gym classes:

- Your child will have gym classes every day when attending school. Classes will be given by Madame Josée.
- Madame Chantal's class will have gym classes from 10:45 to 11:15.
- Madame Christine's class will have gym classes from 11:30 to 12:00.

Library books:

- The provincial health officer indicates that the transmission of COVID-19 is unlikely through paper. We could allow students to borrow books.
- On the other hand, we usually complete inventory in June and need to get all the books back.
- We have decided to take students individually to choose 4-5 books that they will keep in their box inside the classroom for 3 weeks. These books won't go home.
- Since students won't come in the library for reading time, we will encourage book reading inside the classroom.

Max capacity per room:

- We have determined a limited number of people for every room inside the school. There will be red sign beside each door to indicate the maximum capacity. For example,

there is a maximum of 2 people allowed in the secretary and principal's office (including the staff member).

Outdoor education:

- Madame Christine and Madame Chantal received training to do more outdoor teaching.
- When the weather allows, we will encourage outdoor classes.
- It is important to make sure your child wears weather appropriate clothing (sun hats, light sweater, etc).

Return of materials:

For students returning to school :

- Library books : If possible, please bring back the books this Thursday between 9:30 am and 3:30 PM or this Friday between 9:30 AM and 2 PM. There will be a box outside. The books will be quarantined and disinfected.
- Ipads and items sent by teachers : Please send school Ipads and all materials with your child on their first day back to school. The items will be quarantined and disinfected.

For students that continue online school:

- Please return Ipads and items borrowed from school on June 24th.

Communication:

- We will communicate with you every week to let you know of any changes and to let you know how everything is going in the school.
- We remind you that it is important to be careful about what the media gives as information. We ask you to wait for official information from the school or the superintendent, Michel St-Amant.
- If you have questions, or you have concerns, you can communicate directly with the school.