



St. Joseph's Catholic School

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September 4, 2020

Dear Parents and Guardians,

Welcome back Joseph families! We are very excited to embark on this new learning journey and look forward to connecting with our students. Thank you for your patience as we continue working behind the scenes to gather information and clarity around various aspects of our school routines and procedures that have been impacted by the COVID-19 restrictions. We hope the information below will help your family to prepare for a new school start-up with greater ease.

We have a **NEW Arrival time**. Our schedule is as follows:

Please do not send your child earlier than 9:00. Students will not be permitted into the school or the yard before 9:00 as there is no supervision available.

9:00 School starts
10:40 Recess
12:15-1:10 Lunch
3:05 Dismissal for All

Drop Off: Parents are asked to please remember to socially distance when dropping off your child in the morning and picking-up your child in the afternoon. All **drop-offs will be outdoors**. We ask that you refrain from any social gathering during this time while on school property. Students will be expected to head directly to their classrooms rather than into the yard.

Late Arrivals- If you are dropping off your child late, please drop them off at the main entrance and wait outside for the secretary to buzz them inside. If you need to speak with the secretary, please buzz and speak through the monitor as **parents will not be allowed inside**.

Pick Up: Parents are asked to socially distance when waiting for their child.

Please note the following procedures that are in addition to our School Code of Conduct:

- Cohorts:** Students will remain in their classroom cohorts and not have direct contact with other classes. Students will practice social distancing when in common areas such as hallways and washrooms. Teachers will only allow one student at a time to leave the class to use the washroom.
- PPE:** All staff will use PPE (medical grade masks and visors) when a distancing of 2 meters cannot be achieved. Staff will complete a self-screening on a daily basis and inform the Vice Principal of any concerns.
- Masks:** Students in Grades 4-8 must wear a cloth mask in the school and classroom as the desks are only 1 meter apart. FDK-3 students are not mandated to use cloth masks with the exception of students in a Grade 3/4 split class who **will be required** to wear masks. Although not mandatory, it is highly recommended that all students within the school wear masks. When students are outdoors for recess and can maintain a 2-meter distance, they are not required to wear a mask.

4. **Mask Exemptions:** In special circumstances, due to health reasons, some students may be exempted from wearing a mask as per their health care provider. Parents will be required to complete an Exemption Form and discuss this with the school Vice Principal so that she may then consult with the Superintendent for approval. Please email our office at stcharles@sudburycatholicschools.ca if you require this form and additional information.
5. **Medical Concerns/Daily COVID Self-Assessment:** Parents must complete a self-screening of their child each morning before coming to school. If your child is ill, please keep him or her at home and call/email our office to let us know. Parents will be phoned to pick-up their child when he or she presents with concerning symptoms that are not part of their normal illnesses, for example, asthma. Any student displaying COVID symptoms will be **required to be picked up immediately**. Detailed guidelines can be found at: <https://www.ontario.ca/page/operational-guidance-covid-19-management-schools>.
More information will be sent home the first week of school including a daily self-assessment checklist. **If your health care provider determines a COVID-19 infection – it is paramount that you notify the school immediately.**
6. **Visitors:** At this time, we are **not allowing any visitors** into the school, which includes parents. All parents must make an appointment with staff or administration to come inside the school. Only essential service (eg. Physiotherapists, CAS, Speech services etc.) will be permitted to enter the school. All **visitors must wear a mask** at all times within the school. All visitors arriving for an appointment must sign our tracking log in a book at the main office for contact tracing purposes as well as confirm they do not exhibit any COVID symptoms.
7. **Lunches:** Students must bring a daily lunch to school; parents are not permitted to bring a ‘special’ lunch, such as McDonald’s creating the need to drop by the school. If a child forgets their lunch at home or on the bus, office staff will phone parents to make alternate arrangements.
8. **Sanitizing:** Our school will undergo an enhanced daily cleaning protocol, which includes the disinfecting of all high touch points, door handles, light switches, hand railings, etc. Student desks and chairs will be disinfected daily.
9. **Hand Sanitizer:** Each class will be provided a hand pump sanitizer. Parents may choose to send hand sanitizer to school with their child to keep in their school bag/desk for individual use only.
10. **Hand Washing:** Students and staff will be incorporating hand-washing into their daily schedule.
11. **Water Bottles:** Water fountains will be closed. Students will need an individual reusable water bottle. **Please ensure to provide a FILLED water bottle each day labelled clearly with your child’s first and last name on the bottle.**
12. **School Supplies:** Please send your child with the following items:
 - School bag
 - Indoor shoes (to be left at school- please label)
 - Filled, reusable water bottle (water fountains are closed)
 - Peanut-free lunch and snacks and **utensils** (none will be provided or shared)
 - FDK- A change of clothes in a large Ziploc labelled bag with underwear, socks, shirt and pants.

Due to COVID restrictions, we will not be allowing students to share school materials.

Do NOT send: Personal items (toys, blankets etc.)

Restrictions/Actions: Please note that until further notice, due to COVID restrictions, the following will be unavailable while keeping your child/ren’s safety in mind:

- Assemblies of large numbers
- School wide-mass

- Food programs (pizza etc.) to reduce exposure
- Field trips
- Music programs that involve shared use of instruments, as well as third party music lessons
- Cubbies/Lockers
- Outdoor play structures

Please know that your child's mental health and well-being is of paramount importance to all of the staff at St. Joseph's. We know that students have been out of their classrooms for a very long time and as a result may have gaps in their learning. Our teachers are going to provide an approach that is scaffolded to support your child in learning key concepts that may have been missed during the remote learning period. If your child expresses any frustration or feelings of being overwhelmed, please reach out to us as soon as possible so that we can respond quickly.

Welcome Back!

Christine McCracken
Vice Principal