



Falkland Elementary School

North Okanagan Shuswap - School District No. 83

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May 27, 2020

Dear Parents;

RE: SITE SPECIFIC PLAN – RETURN TO SCHOOL

A big thank you for your patience as we solidified our school plan, based on School District 83 Continuity of Learning Framework and School District 83 COVID-19 Safety Plan. Please access the most recent communication from the school district [here](#). Please remember that the reopening of schools is just one part of [BC's Restart Plan](#).

At this point, based on our survey results, we have 22% of students returning to our school for June 1st. Another 20% indicating a return at some point in June (wait and see). If at anytime you have questions or require additional information about safety protocols or the continuity of learning framework, please contact me so I can clarify. My cell phone is 250-833-2806 and can be reached by phone or text. If at anytime in June you feel ready to send your child back to school, please contact me so we can include them in our weekly scheduling. We ask that you communicate your needs by Wednesday of each week to allow a couple days notice to ensure we do not exceed our capacity for the following week's schedule. Our focus on in-class learning from regular classroom teachers will be dependent upon the percentage of students returning.

Moving forward, there will be no more than 50% capacity in any classroom at any time. We do have students eligible to receive in-class instruction for all 5 days in the week. In order to meet the needs of all students (those learning at home and those in class) we want to ensure classroom teachers have the time to do both. Classroom teachers will be providing face to face instruction with their regular students in their regular classrooms on Monday and Tuesday. Classroom Teachers may be able to include remote learners through TEAMS while at school on Monday and Tuesday. On Wednesday, Thursday and Friday, in-class learning may not be led by their regular classroom teacher. Students will be grouped (still keeping below the 50% capacity) and supervised by others teachers at school. These teachers on Wednesday, Thursday and Friday will support students with their home learning opportunities with additional activities throughout the day. Students are able to access the computer lab and can bring their own devices to continue their remote learning opportunities on Wednesday, Thursday, and Friday.

Monday	Tuesday	Wednesday	Thursday	Friday
Group A In-Class Instruction	Group A In-Class Instruction	Remote Learning/Collaboration/Teacher Prep	Remote Learning/Collaboration/Teacher Prep	Remote Learning/Collaboration/Teacher Prep
Vulnerable/ESW students attend (regular class)	Vulnerable/ESW students attend (regular class)	Vulnerable/ESW students attend In-class learning not led by regular classroom teacher	Vulnerable/ESW students attend In-class learning not led by regular classroom teacher	Vulnerable/ESW students attend In-class learning not led by regular classroom teacher
Note* School Bell Schedules are the same as they were prior to the suspension of in-class instruction. Recess and lunch breaks may be staggered.				

While our start time of 8:16 and end time of 2:11 remain the same, the time in which recess occurs will be at the discretion of your child's supervising teacher. Lunch time will continue at our usual time with CEA support for supervision. While busses are running, exact times of pick up and drop off are unknown at this time.

Please read over the following information carefully and review with your child. These practices are in place help keep your child, other children and staff as safe as possible. Classroom teachers will be providing instruction to students when they arrive to school.

1. Daily Health Checks

Daily Health Checks are mandatory for all students in attendance. If your child is exhibiting symptoms such as fever, cough, difficulty breathing, sore throat, or sneezing, please keep them home until they can be checked by a medical professional. If a family member is exhibiting signs of illness, the school should be notified and your child must be kept at home. Children or family members who have had direct contact with a person that is COVID-19 positive should not attend school until they have been cleared by a health professional. Self-isolation questions can be answered [here](#): BC COVID-19 Self-Assessment Tool. If you have concerns contact 8-1-1, your family physician, or the local public health unit.

Each day your child is in attendance, a Health Check Form (located at the end of this document) must be completed by the parent, provided to the teacher by the student prior to entering the school building. This will be reviewed by the office. Students will not be able to access in-class learning without the form completed. A paper copy will be sent home with your child at the end of each day for you to complete the following morning, prior to sending your child to school. Please include an updated emergency contact in case your child develops symptoms while at school. In preparation for Monday, June 1st, you can make arrangements with Dani (250-379-2320) to pick up a form from the office or print out the Form at the end of this notice.

If a child becomes symptomatic during the school day, we will do our best to isolate the child. A parent or emergency contact will be expected to take the child home as soon as possible and not return until cleared by a medical professional.

2. Arrival at school

While the focus for adults continues to be physical distancing, the [Guideline for k-12 School Settings](#) suggests the focus for young children be on reducing physical contact. While at the school, parents are expected to drop their child off at one of the three openings in our fence. We kindly ask parents and guests to avoid entering the school property before school, after school and during instructional hours if at all possible. If for some reason access is needed, please keep your distance (6 feet/2 meters) from students, staff and other parents. Access to our building is limited to staff and expected students only. Doors will remain locked during the day. Parents can call Dani, our secretary at the office 250-379-2320 or Shelly Cull, Principal at 250-833-2806 to leave a message for your child or to make an appointment.

Our playground is only open to scheduled students during the instructional day. It is closed to the public from 8:00 AM – 3:00 PM on days when school is in session.

Students will line up outside their classroom door (places will be marked) keeping enough space to ensure no physical contact.

Lockers and cubbies will not be used. With the exception of their outside shoes, students will hang their personal belongings over the back of their chair. This easy access to their belongings will help reduce unnecessary movement throughout the school. Also, their working location on Monday and Tuesday may be different on Wednesday, Thursday and Friday. Teachers will place markers in places where shoes are to be stored for their assigned group of students.

3. Personal Protective Practices

Students will be taught and expected to use a variety of personal protective practices at school as this seems to have a big impact on preventing the spread of COVID-19. Students will be required to sanitize hands before coming in from outside. Students will be expected to practice proper handwashing techniques regularly throughout the day, especially after the use of commonly used equipment and before eating and before going outside.

When Students Should Perform Hand Hygiene:
• When they arrive at school and before they go home. • Before and after any breaks (e.g., recess, lunch). • Between different learning environments (e.g., outdoor-indoor transitions, from the gym to the classroom). • Before and after eating and drinking. • After using the toilet. • After handling common resources/equipment/supplies or pets. • After sneezing or coughing into their hands. • Whenever their hands are visibly dirty.

Students will be taught to not touch their face and to use their arm to cough or sneeze into to limit the spread of droplets.

Water fountains will be closed. Students are required to bring a full water bottle with water each day. These will be sent home at the end of each day to be refilled at home and returned the following day. Students are not allowed to share food.

Students will be expected to reduce physical contact with others. Students will be spread out in classrooms. Teachers may spend more time with students outdoors. No large gatherings like assemblies will occur. Students will be reminded to keep their hands to themselves.

Students will be instructed to walk on the right side in our hallways and keep close to the walls to ensure there is enough space for adequate physical distancing when needed.

Student will be asked to use their sleeve or elbow when touching high touch points like door knobs and light switches.

Most importantly, stay home if you are sick.

4. Sanitization

All classrooms will have a bottle of hand sanitizer and a bottle of sanitization liquid for the teacher or CEA to clean common areas and commonly used items throughout the day.

Up to two custodians will be onsite during the day to support regular cleaning and disinfecting.

Many classroom items that are difficult to sanitize (dress up clothing and stuffed toys, etc.) will not be used while at school. Please do not allow your child to bring personal items to share with others. Limit items brought to school to those required for learning.

5. Student Specific School Supplies

Please return to school in a baggie or pencil case/box individual supplies (markers, pencil crayons, pencils, glue stick, etc.) that were sent home from school. Individual totes have been purchased for students returning to school to ensure safe storage of individual supplies and transportation of belongings when working in a different location in the school.

Inside shoes are required.

Water Bottle full of water from home is needed each day.

6. Student pick up and departure

Adults are expected to pick up their child at one of the two openings in our fence. Please do not use the fence opening used by our bus students to help avoid congestion at the end of the day. We kindly ask adults to avoid entering school property before school, after school and during the instructional day. If entry is needed, please keep your distance (6 feet/2 meters) from students, staff and other parents. Access to our building is limited to staff and students in attendance only. Doors will remain locked during the day. Phone numbers of the Principal, Shelly Cull (250-822-2806) or School Secretary, Dani Hickman (250-379-2320) will be posted on the door to access the school.

At the end of each day, your child will bring home a Health Check Form that will be need to be completed the following morning by a parent and returned to school by your child. Your child will provide this form to the teacher upon entering the classroom. Please locate this form in their back pack at the end of each day.

Students waiting for the bus at the end of the day will be required to line up along the fence maintaining an appropriate distance to ensure no physical contact (markers will be used). Students who walk home are instructed to go home as soon after the bell as possible. The playground will be closed to anyone from 8:00 AM – 3:00 PM not attending school.

If your child develops symptoms during the day, a parent or emergency contact will be required to pick up the child as immediately as possible. In this case, please come to the main entrance and Shelly Cull or Dani will direct you. A recent and available emergency contact will be requested on each Health Check Form.

7. Space Limitations

While our school office remains open, our office space will remain closed to parents, students and staff to ensure physical distancing. Students can continue to access the office for first aid, etc. Students, parents and staff can access our secretary through the sliding glass window.

Student washrooms can only accommodate 2 students at a time. Students will be asked to wait in the hallway if there are already two people in the washrooms. A school wide washroom system has been developed to help students with this process.

In our hallways please walk on the right and keep close to the walls to allow enough room for physical distancing to occur. Students will be expected to limit their movement in the school.

Signs will be posted in the school where occupancy is reduced to ensure adequate space for physical distancing. (Eg. Art Rm, Gym Equipment Rm, etc.) – Maximum one person at a time.

Common places - Staff room/Computer Room/Music Room/StrongStart Room/Library, etc. – Chairs have been strategically positioned to allow appropriate distance between occupants. Please ensure these chairs stay in place. Staff will ensure that these common areas are disinfected after each use.

We hope that this document provides you with specific information regarding the practices at our school to ensure the safe return of students and staff to school.

If you have questions or concerns at any time, please contact me.

I am looking forward to seeing your children and continuing to support their learning. Please contact me if you are interested in having your child return at some point in June. If you have indicated you would like to attend school, please also ensure I am aware of any changes to the days your child is scheduled to attend.

Please remember to keep safe and be kind to each other.

Many thanks,

Shelly Cull, Principal

Health Check Form

Instructions to parents:

Please consult with your child and complete this Health Check Form each morning your child is scheduled to attend class. Your child will need to bring the completed form to school and give it to their teacher before they are permitted to enter the class.

Contact Shelly Cull, Principal, 250-833-2806, if student answers **YES** to any of the Health Check Questions.

Name:	Date:	Yes	No
Do you have a fever? (<37 Degrees)			
Do you have chills?			
Are you experiencing the following? • Shortness of breath • Difficulty breathing • Chest pains • Feelings of confusion • Loss of consciousness			
Do you have a sore throat and painful swallowing?			
Do you have an unusual stuffy or runny nose?			
Have you experienced a loss of sense of smell?			
Are you experiencing an unusual headache?			
Are you experiencing Muscle aches?			
Are you more fatigued than normal?			
Are you experiencing a loss of appetite?			
Have you traveled to any countries outside Canada (including the USA) within the last 14 days?			
Have you been in close contact with a person with confirmed COVID-19?			

Please indicate your emergency contact for today. This person must be available to pick your child up if they become symptomatic during the day.

Name: _____ **Phone number:** _____

Parent Name: _____ **Signature:** _____