



Sd8 Kootenay Lake  
**Winlaw Elementary School**  
**Return to School Plan September 2020**

**Four Guiding Principles during the COVID-19 Pandemic:**

1. Maintain a healthy and safe environment for all students, families, and staff.
  2. Provide the services needed to support the children of our essential workers.
  3. Support vulnerable students who may need special assistance.
  4. Provide continuity of educational opportunities for all students.
  5. Promote positive relationships and keep students at the centre of our learning.
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**1. Learning Groups**

- As shared in my letter to families on August 26<sup>th</sup>, we have 3 Learning Groups Kindergarten, Primary (Gr. 1/2 and 2/3) Intermediate (Gr. 3/4 and 5/6). We may have a Kindergarten/Grade 1 group depending on our numbers the first week of school.
- These learning groups were selected by proximity of classes and age groups.
- We will email you with class assignments the week of September 8<sup>th</sup> once we have our registrations confirmed.
- We are very grateful to our Sd8 Maintenance Staff for the deep cleaning and renovations this summer! The school is looking wonderful both inside and out and we are set for the processes put into place that follow the health and safety guidelines of Dr. Bonnie Henry and the Ministry of Education.
- We have a Kindergarten Gradual Entry and our Kindergarten parents have received the schedule. We welcome all new registrations.

**2. Bell Schedule & Breaks**

- Our morning bell rings at 8:03. Students will line up outside their classroom door and their teacher will greet them and follow the hand sanitizing and hand washing protocols that will be taught by the teachers the first day back.
- Recess is from 9:50-10:10. Our playground is divided into two zones. The playground and lower soccer field is Zone 1 and the basketball court and forest is Zone 2. We will alternate days for the Primary and Intermediate Learning Groups so all the students have an opportunity to play in each area. The Kindergarten group will start the year with the Zone 1 at alternate times from the other learning groups.
- Lunch time will be staggered for classes starting at 11:20. Students play first for 45 minutes then head inside to eat their lunches in their classrooms for 15 minutes. Instruction starts when students start eating their lunches.

## Movement Through the Building

- We are very fortunate here at Winlaw Elementary to have an outside door in each classroom. Students will enter and exit the school from their classroom doors.
- Students will line up outside their classroom door when the bell goes and each time they enter back into the classroom after breaks or learning outside. Their teacher will greet them and follow the hand sanitizing and hand washing protocols that will be taught by the teachers on the first day back.
- Movement in the main hallway will be planned in order to access the gym and library. There will be a limit of one student in the washrooms at a time.

## 3. Health and Safety

- All visitors (including all parents) must make an appointment with the Principal and sign in/ out with the secretary. They must wear a mask and complete the health & safety check.
- Handwashing or hand sanitizing will continue to be a daily part of expectations: upon entry to school, before and after eating, before and after using the washroom, before and after going outside.
- Non-medical masks are required to be used in situations where a person cannot maintain physical distance and is in close proximity to a person outside their learning group.
  - Our school will have non-medical masks available for staff and students, including anyone who becomes ill at school. Masks are not required for younger elementary; however, we strongly encourage everyone to wear one.
- Middle and Secondary students are required to wear a mask on the school bus. Exceptions will be made for students who cannot wear masks for medical reasons
- **Anyone feeling ill must stay home.** This includes staff and students.
- Should a child become sick while at school, that person will be escorted to our sick room beside our Learning Support Room, and Parents/Guardians will be called to pick up their child.
- Students are expected to follow the school code of conduct. This will be posted on-line and in all classrooms.

## 4. Transportation

- The day will start with bus students arriving as per their schedule.
- The Primary Learning Group students will go directly to Zone 1 to play until the bell goes. Intermediate bus students will go to Zone 2.
- Students who walk to school or are dropped off are to arrive no earlier than 7:50 a.m. and will go directly to their assigned Zone.

- At the end of the day, teachers will lead their class outside. Students walking home are to leave immediately. Students being picked up by parents need to be ready for pick up as soon as possible at the end of the day.
- Primary bus students will line up on the top field to wait for their assigned bus and the Intermediate students will wait in front of the flag side of the school.

Over the past week you have received a lot of information and in the weeks to come there will be even more. As you review this information, please email me with questions you may have. Our district web page provides links to the most current information. [www.sd8.bc.ca](http://www.sd8.bc.ca).

I am very confident in the work the province has done, what the district has done and is doing, and our school plans to get back to in class learning. I look forward to our phone calls over the next week. I am also happy to meet you and your child/children in person on the playground physically distant if you prefer prior to school start up.

Monica Doyle  
Principal

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