



## W.L. McLeod Elementary School

School District No. 91 (Nechako Lakes)

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May 22, 2020

Bonjour, Hadi and Hello McLeod family,

As you are aware, the Province of BC is moving to a voluntary, part-time re-start of face-to-face instruction in BC schools on June 1<sup>st</sup>. We are excited to share the details of our plan for McLeod Elementary with you. It is our goal to ensure McLeod continues to be the safe and welcoming place it has always been. But, please know that the return to school is completely optional. As we have done throughout this unique time, we ask that you communicate with your child's teacher about the plans for your family.

There is A LOT of information to share so I thought I would present this as a Question and Answer list. Please don't hesitate to connect with me or your child's teacher if there is something more that you may need to know.

### **What is the weekly schedule?**

***Monday and Tuesday*** – school for learners with the last name beginning with A to J

***Wednesday and Thursday*** – school for learners with the last name beginning with K to Z

***Friday*** - support for home learning and teacher prep

### **What is the schedule for drop-off and pick -up?**

***8:40 am*** – playground/school opens for student drop-off. Students will immediately enter the building and follow our hand-washing protocol. **Students are NOT to be dropped off or arrive at school, even on the playground, before this time.**

***2:55 pm*** – students are to be picked up from school from the primary end by the basketball hoops. Student who are walking will be asked to head home immediately.

### **Is bussing available and what is the schedule?**

Our Transportation Department will contact parents regarding details for the bus schedule. When bus students arrive they will immediately enter the building and follow the hand-washing protocol.

Our Transportation Department will be following safety protocols including cleaning and disinfecting and physically distancing seating.

### **Are parent/caregivers/guests allowed in the school?**

As much as we always want McLeod to be a welcoming building for everyone, currently we also need to minimize and track contacts within our school. For this reason, we will continue to have a greeter at our front door, and we ask that parents make an appointment through the office or your child's teacher to pick-up material, students, etc. Parents/caregivers will be asked to not enter the school and will need to drop off and pick up outside the building.

**What if we have decided to continue with our learning at home?**

Once again, we respectfully support the decision for June learning made by each of you. As our teachers and support staff work to support learners at home and face-to-face, both parts will be different. Most of the contact for at home learners will be on Friday when our in-person learners are not present. Your child's teacher will work with you to ensure you can keep learning at home in a way that works for your family your situation.

**What if my child is sick?**

It is vitally important that students and staff who are sick do not come to school. We will follow this guideline strictly. The BCCDC guidelines state:

- All students and staff who have symptoms of COVID-19 **OR** travelled outside Canada in the last 14 days **OR** were identified as a close contact of a confirmed case or outbreak must stay home and self-isolate, including children of essential service workers who are ill.
- **Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school.**
- Students and staff who become sick while at school will be sent home as soon as possible.

Please see the attached information regarding our protocol for children who are sick.

**What will students be doing at school?**

We are very excited to see the students who will be returning. Our two main goals for our students in June are physical and emotional health. Our physical safety guidelines are outlined below and we will be ensuring students are very aware of expectations when they first return to school and it will be reinforced throughout the month.

Regarding emotional health, we know that this experience and returning to school may be stressful in obvious or subtle ways. We will be very sensitive and pro-active to our students needs and work to help kids as they navigate this unique situation.

Although we will not be introducing new content, we will also be doing lots of learning in a variety of ways.

**What should we bring to school?**

- Send your child to McLeod with a healthy, peanut-free snack and lunch. Please try to send food items that don't require heating in a microwave or access to hot water.
- Ensure that your child is dressed in layers appropriate for the weather conditions as the students will be going outside multiple times throughout the day.
- Avoid bringing toys, stuffed animals, etc. to school as these items cannot be easily sanitized.
- Students will not be sharing any items and each student will keep their own items including jackets, lunch kit, etc. in their own personal space in the classroom.

**Will breakfast, snack and hot lunch still be available?**

Yes. We know food is an important part of our school day. We will continue with our breakfast, snack and lunch program with very enhanced safety protocols. We will also be continuing with our food hampers/backpacks through the month of June.

## **What are the Health and Safety Protocols at the McLeod?**

I know there are many questions about Health and Safety protocols for McLeod. Please know that we have very carefully planned these protocols with our staff and our McLeod Health and Safety Committee, and we will continually work to ensure we are helping our children and staff to adhere to these. We are happy to hear any feedback or ideas you may have to help us.

We are using the *Coronavirus COVID-19 BC Centre for Disease Control/BC Ministry of Health Public Health Guidance for K -12 School Settings* document to guide our planning to keep us all safe. I encourage you to refer to this document as it has lots of great information. I have posted the link to this document at the end of this letter. I have also attached a *Summary of School-Based Control Measures*.

Our Safety Measures include:

### **Cleaning and disinfecting**

McLeod will be cleaned and disinfected in accordance with the BCCDC's Cleaning and Disinfectants guidelines. This includes a full-time daytime custodian and additional custodial staff to clean after the school day.

### **Physical Distancing and Minimizing Physical Contact**

Physical distancing is something that has become part of our lives. It is also something that is challenging in a K-12 school setting, particularly with younger students. As such, it is reasonable to establish different expectations for varying age levels and activities. Our younger students will be supported to have minimized physical contact with one another, while we will expect older students and adults to maintain a safe physical distance whenever possible.

Our schedule will allow us to have classes with no more than 50% of the students sharing a space at one time. We will not have assemblies or other gatherings at this time. We are also using a variety of administrative measures to support physical distancing including staggering our recess and lunch times, addressing spacing and flow in our classrooms, common spaces and hallways and, most importantly, using the great outdoors to distance but also for looking after our heads and our hearts.

### **Hand Hygiene**

Rigorous hand washing with plain soap and water is the most effective way to reduce the spread of illness. We will incorporate hand hygiene opportunities into our daily schedule and teach and regularly remind staff and students about the importance of diligent hand hygiene. The schedule will involve hand washing at the following times:

- When students 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 hands.
- Whenever hands are visibly dirty.

## Respiratory Etiquette

We will teach and reinforce these practices including:

- coughing or sneezing into their elbow sleeve or a tissue. Throwing away used tissues and immediately performing hand hygiene.
- Refraining from touching their eyes, nose or mouth with unwashed hands.

As we enter this new territory of returning to voluntary, part-time face-to-face instruction during a worldwide pandemic, we will learn, and we will be kind and caring. McLeod is a family and we will look after each other in every way we can. I want to take this chance to let you know just how much each of you means to us and whether we see you in person or we continue to connect in other ways, we are comforted knowing we are taking this journey together.

If you have questions or concerns regarding any of the above please feel free to contact me at the school (567-2267), on my cell (567-8539) or by e-mail [lhart@sd91.bc.ca](mailto:lhart@sd91.bc.ca).

Proud to be McLeod,  
Libby Hart  
Principal

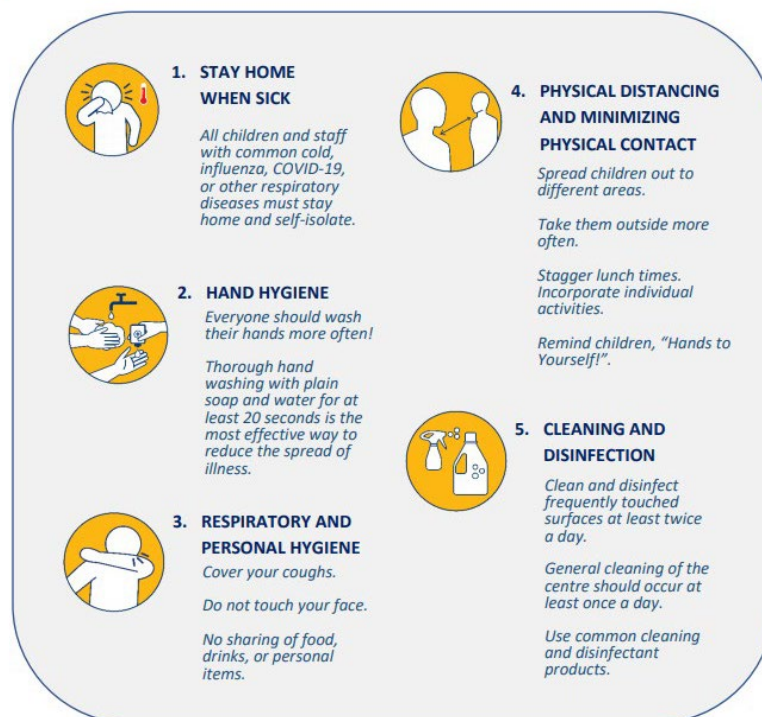
## HELPFUL DOCUMENTS

### Symptoms of the Coronavirus disease (COVID-19)

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/symptoms.html>

### *Coronavirus COVID-19 BC Centre for Disease Control/BC Ministry of Health Public Health Guidance for K -12 School Settings*

[https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19\\_k-12\\_school\\_guidance\\_-\\_2020\\_may\\_15\\_-\\_final.pdf](https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19_k-12_school_guidance_-_2020_may_15_-_final.pdf)



## **If a Student Develops Symptoms of COVID-19**

### **IF STUDENT DEVELOPS SYMPTOMS AT HOME:**

**Parents or caregivers must keep their child at home.**

The student must self-isolate for a minimum of 10 days from the onset of symptoms AND until symptoms resolve, whichever is longer.

### **IF STUDENT DEVELOPS SYMPTOMS AT SCHOOL:**

**Staff will take the following steps:**

1. Immediately separate the symptomatic student from others in a supervised area.
2. Contact the student's parent or caregiver to pick them up as soon as possible.
3. Where possible, maintain a distance of 2 metres from the ill student. If not possible, staff may wear a mask if available and tolerated, or use a tissue to cover their nose and mouth.
4. Provide the student with tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and perform hand hygiene.
5. Avoid touching the student's body fluids (e.g., mucous, saliva). If you do, practice diligent hand hygiene.
6. Once the student has been picked up, clean and disinfect the space where the student was separated and any areas used by them (e.g., classroom, bathroom, common areas).
8. Contact 811 or the local public health unit to notify them of a potential case and seek further input.

**Parents or caregivers must pick up their child as soon as possible  
if they are notified their child is ill.**

**If a student or staff member is assessed by their family physician or nurse practitioner and it is determined that they do NOT have COVID-19, they may return to school once symptoms resolve.**



# JUNE 2020 MENU

Each meal is 5.00 (reg). or 6.00 (lg).

**PLEASE PRE-ORDER AND PRE-PAY**

*\*All meals will be individually wrapped and delivered to students in their classrooms*



\*Pre-paid & pre-ordered meals of more than 10/mth receive a discounted rate of \$4.50/meal

Student's name \_\_\_\_\_ Teacher \_\_\_\_\_ \$ \_\_\_\_\_

**If your child regularly receives a Hot Lunch, please check the menu for meals that they can not or will not eat. Please provide a lunch for your child on those days. Thank you**

| Monday                                                                                                                     | Tuesday                                                                                                               | Wednesday                                                                                                                   | Thursday                                                                                                                                 | Friday                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <b>1</b><br>Pancakes & Eggs<br>           | <b>2</b><br>Spaghetti Watermelon<br> | <b>3</b><br>Pancakes & Eggs<br>            | <b>4</b><br>Spaghetti Watermelon<br>                   | <b>5</b>                                                                                           |
| <b>8</b><br>Meatball Subs Watermelon<br> | <b>9</b><br>Mac & Cheese<br>         | <b>10</b><br>Meatball Subs Watermelon<br> | <b>11</b><br>Mac & Cheese<br>                          | <b>12</b>                                                                                          |
| <b>15</b><br>French Toast<br>           | <b>16</b><br>Pizza Subs<br>        | <b>17</b><br>French Toast<br>            | <b>18</b><br>Pizza Subs<br>                          | <b>19</b>                                                                                          |
| <b>22</b><br>Hot Dogs Carrots Melon<br> | <b>23</b><br>Sandwiches<br>        | <b>24</b><br>Hot Dogs Carrots Melon<br>  | <b>25</b><br>Last Day of School (12pm Dismissal)<br> | <b>26</b><br> |
| <b>29</b><br>                           | <b>30</b><br>                      | <b>1</b><br>                             | <b>2</b><br>                                         | <b>3</b><br>  |