



COVID-19 PARENT INFORMATION GUIDE

SEPTEMBER 2021



Welcome Back! There are many lessons to be learned from the 2020-21 school year. Staff and student safety remains our priority and as per the Government of Saskatchewan Safe Schools Plan 2021-2022, we will focus on the following:

- *Safe Attendance*
- *Safe Transportation*
- *Safe Access*
- *Safe Facilities*
- *Safe Classrooms*
- *Safe Activities*

SAFETY & HEALTH MEASURES IN SCHOOLS

Masks

- At the recommendation of the Local Medical Health Officers, masks will be required for all students, staff, and visitors in elementary schools.
- High school students, staff, and visitors are strongly encouraged to wear masks at all times.
- Please see the *RCSD Return to School Plan* for activity-specific masking guidelines.

Safe Facilities

- Caretakers will disinfect high touch areas throughout the day.

Safe Classrooms

- Classroom routines will include:
 - Hand hygiene
 - Disinfecting shared learning materials
 - Disinfecting shared spaces
 - Staff and student mask use is at their own discretion

Safe Transportation

- Busses will follow an enhanced cleaning protocol of disinfecting high-touch surfaces (for example, handrails, seatbacks).

Safe Access

- We are excited to welcome families and visitors back to our school community according to safe school protocols.

Safe Activities

- Clubs, activities, sport teams, and other extra-curricular are permitted. Inter-school sports and activities will resume.



HELPING STUDENTS TO KNOW WHAT TO EXPECT

Talk to your child to help them prepare for the first day of school:

- Sanitize hands before entering school and classrooms (hand hygiene stations will be at entrances and in all classrooms)
- Do not share food
- Personal items/toys should be left at home
- Cough and sneeze into the elbow
- Tell staff if feeling sick at school
- Some recess/breaks may be at different times to reduce hallway traffic for operational purposes

SAFE ATTENDANCE: PARENTS' ROLE IN KEEPING SCHOOL SAFE

Screen for symptoms every morning

- Please see the SHA webpage [When to Get Tested](#) and the [COVID-19 Self-Assessment Tool](#) if your child has any symptoms.

Stay home when sick or if in contact with someone who is sick

- Students, parents, or family members must not enter school if they feel sick, have symptoms of COVID-19, or have been advised by SHA to remain home

Entering the school

- Refer to your school's plan to find out how the school and parents can work together. We wish to create a welcoming environment and pre-scheduled meetings allow us to be fully present and attentive to the needs of your child.

Pick up students promptly if they show symptoms at school

- You will be asked to pick up your child from school immediately if they show symptoms and call 811 to be assessed for a test.
- The school must be able to contact you at all times during the school day. Please ensure the school has your most up-to-date contact information, including a back-up contact. The student will be asked to wear a mask (if safe to do so) and will be supervised in the Illness in Care room until you get there.

When unsure – please contact us

- We will navigate these very different times together as things evolve.
- School Website and contact information [St. Gabriel School](#) Phone (306) 791-1717



St. Gabriel School Safe Schools INFORMATION

“Live Learn, Laugh, and Pray”

While there are many roads to success we intentionally choose one where we can enjoy working together while modeling Christ-like behaviours.

COVID has been a challenge to all, especially our children that have lost out on so many valuable opportunities. As we take several steps to return to “more normal” programming, we are still required to be vigilant as we strive to ensure the safety of our staff, students and community.

FIRST DAYS OF SCHOOL (Grade 1 to 8) SEPT 2ND (A-L), SEPT 3RD (M-Z)

- On the **afternoon of Wednesday, September 1st**, all families will receive an **email** from their child’s classroom teacher introducing themselves and welcoming them to the new school year. There will be staff and administration at the front and on the playground at 8:35am each day welcoming our students. Kindergarten parents and new families are allowed access to the school for 3 – 5 minutes on their first days of school.

STAGGERED STARTS

- School will begin on September 2nd and 3rd dependent upon the first initial of your last name. For students with last names beginning with A-L, Thursday, September 2nd will be the first day of school. For students with last names beginning with M-Z the first day of school will be Friday, September 3rd. Classes for all students will begin on Tuesday, September 7th. The first day of school the focus will be on implementing **procedures** and **routines** for our students and staff.
- Please note all Kindergarten students have a different startup schedule.

ARRIVALS & DEPARTURES

- At the beginning of the day, as students come to school, they may play outside while being mindful of physical distancing and their grade groupings. They remain outside until the bell rings.
- We are discouraging all children who walk to school or drive from arriving prior to 8:40AM. As children arrive, they will be greeted by one of our 4 supervisors. When the bell rings at 8:45 they will be asked to put on their masks if they have not already done so. Indoor supervisors will direct students to their classrooms and teachers will be meeting students at the classroom door as they arrive to apply hand sanitizer and share well wishes.
- All students should enter their assigned doors, to use their boot racks and maintain physical distance.
 - **North Door – Davies (8), Cherwaty (8), Polk (7/8), Lang (7), Kuntz (7), Hayward (6)**
 - **Middle Door – Borys (3) Weber (3/4), Parisien (4), Bauj (5), and Welburn (5), Hannant (2/3)**
 - **South Door – Chase (K), Paidel (1), McManus (1/2), and Marcotte (6)**
- Students will leave the building through their assigned doors using a semi - staggered departure.
 - Teachers will be walking their entire class to the exits. Teachers will remain at the exit until their class has left the building.
 - Physical distancing signage and traffic flow signage will be added on floor and walls.
 - Parents will meet children near their door, out on the playground, or at the front of the school.
- Students who are late or have left during the day, must enter through the front doors. Student doors are locked except for 8:40-8:55 AM and 12:37-12:40 PM.

RECESSES, BREAKS & MEALTIME

- We are returning to one recess in the morning, lunch and afternoon. Students will have different areas in which they can utilize. These areas are rotated daily.
- All students will eat lunch at 11:45 and go outside at 12:15 for a 15 minute recess.
- It is optional to wear mask outside and students will remove masks while eating.

CLASSROOM PROCEDURES

- Masks are mandatory for all students while indoors
- Teachers will ensure students sanitize their hands prior to them entering the room.
- Teachers will work with students to set hand-washing protocols throughout the day.
- This year students will be able to work in small groups, learning centers, and have access to flexible seating. This will enhance the learning experience.
- Digital devices will be sanitized between each use.
- Water filling stations need to be accessed at school. Our water fountains are out of service. Students are encouraged to bring their Guardian reusable water bottle and/or one or two of their own so they can rotate them to and from home so they can be cleaned regularly.
- Students will continue to use the bathroom passes. This was very successful last year. Each class has passes that are hung outside the bathroom to match the number of students in the bathroom to the number of stalls. Others will wait outside the washroom using the physical distancing logos.
- As much as possible, students will remain with their classmates within their designated classroom during the instructional day. Staff and students who enter each classroom must wash or sanitize prior to entry. Seating plans will be **kept** and **posted** each classroom.



MAIN OFFICE PROCEDURES

- We welcome you into our buildings to deliver a quick message or drop something off that was missed.
- We want to be accessible for our community. However, all appointments need to be made in advance. Pre-scheduled appointments for parents/visitors allows our staff to better meet the needs of our families. Meetings can also occur via Microsoft Teams, if that is your preference.
- Please ring the doorbell on the front door to announce your entry.
- You will be required to sanitize your hands, wear a mask, and make the COVID 19 Declaration. Please refer to the [self-assessment screening tool](#). This is a mandate that all schools are following.
- If you need to enter the school, we ask that you do not go past the foyer. This includes picking up and dropping off students, supplies, forgotten items etc. This may mean some extra attention to detail in the morning when families are reviewing the [pre-screening tool for COVID 19](#). Your visit will be limited to the office and foyer as there is no access to the classrooms.
- *Please remember to call or e-mail the school when your child will be late or absent from school.*

ILLNESS AND CARE ROOM

- When a child feels sick they will be directed to the office and the principal or designate shall as soon as possible call parents or caregivers to pick up their child from the school to a location where the child may self-isolate and instruct them to call 811 as soon as possible.

CO-CURRICULAR AND EXTRA-CURRICULAR PROGRAMING

- **Gym classes:** We have two prep teachers who are doing much of the P.E. Other classrooms are scheduled with teachers who will make plans that will ensure proper procedures as outlined by RCSD. Physical Education classes will still require masks while inside. Also students from grades 5-8 will be required to change into appropriate clothing. Our change room are prepared and open.
- **Library:** Library use will resume this year. All classes will be scheduled to visit the library to sign out books. Students are allowed to borrow up to 3 books at one time. Students may also use SORA, RAZ Kids and Spark Reading.
- **Band:** Band will returning this fall with specific mitigation strategies. Sectionals will move forward at the school. Currently there will be no area band at Miller. This will be addressed again at Christmas.
- **Assemblies:** Gatherings in the gym will return but with limited attendance. 4 to 6 classrooms will be invited to attend in our big gym as we can maintain physical distancing in pods. The rest of the school will participate virtually.
- **Mass and Liturgies:** We are fortunate to have a very large gym and church. 4 to 6 classrooms will attend weekly masses and special occasion masses. Our students and the parish are excited to be able to celebrate our faith in person and together. For special occasions the rest of the school will participate virtually.
- **Extra-Curricular:** Sports, Drama, Choir, Musicals, Improv, Battle of the Books and many other activities are returning this year. Check out the description and calendar of our programs attached to this same e-mail and posted on our Website.
- **CSCC Meetings:** As these meetings are after school hours they will once again be held in person. You are invited to attend. If you wish to continue to attend meetings virtually you can copy the link which will be posted on our webpage.
- **Parents** are able to attend any of these events if invited by a classroom or if they DO NOT occur between the hours of 8:45 AM and 3:40 PM



ONGOING OPERATIONAL PROTOCOLS

- We will continue to provide excellent supervision, safety patrols, and family engagement before and after school in front of St. Gabriel.
- Safety training will return to normal. We will successfully teach, facilitate and complete the required six fire drills, two reverse evacuations, and two lockdowns throughout the school year.
- EP50 Disinfectant will be available in classrooms, the gym, and common areas. Hand sanitizer is located in each classroom, each entrance, and all shared spaces.
- In general, students will be asked not to share desks, chairs, or food. In instances where sharing may occur, proper hand sanitation and disinfecting will occur. We will all be busy sharing love, patience, common expectations, and our enjoyment of teaching and learning.
- Each week we will communicate with the families through our "Guardian" newsletter. We will also do our best to update our website with current information recognizing that information may change at a pace faster than we can keep current.
- When a case of COVID is reported by the SHA to our school we will provide them class lists, bus lists and the necessary information for them to complete contract tracing. We will then communicate to families by e-mail if their children are affected. Last year we phoned every family, for each occasion and it was extremely time consuming and taxing. The best case scenario is that there are no reported cases in the school and we do not have to do either.