Ecole Christine Morrison



 Elementary Site Health & Safety Protocols

***\*This information is up to date as of September 4th, 2020. This draft is subject to Review of the Joint Health and Safety Committee – Please be aware this is subject to possible change.***

**Introduction:**

 This plan documents the site-specific health and safety protocols for Ecole Christine Morrison Elementary. The protocols are in addition to the general health and safety guidelines as shared in District documents on the District and School Website.

<https://www.mpsd.ca/District/covid19/Documents/Restart%20Plan%20-%20August%2026%202020%20-%20002.pdf>

**Illness and Self-Assessment**:

* Daily assessment of children for symptoms by parents/caregivers, and staff self-assessment must be completed each morning for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease prior to entering the school.
* If a student, staff or other adult has any symptoms, they must not enter the school.
* Following the protocol outlined in the grid, ‘What to Do if a Student or Staff Member Develops Symptoms at School’ (page 10 of MPSD #75 Safety Guidelines for COVID 19) if it is found that a student is feeling unwell, the teacher will call the office, admin will come to the classroom and escort the student to the medical room, contact the parents and follow the procedure as outlined.

**Standard Precautions and Controls**

Students will practice the following safety measures/controls throughout the day:

* There will be a custodian during the daytime to clean high touch points throughout the school and each classroom.
* Handwashing Routines: students and staff will wash or sanitize their hands multiple times a day, for example: when coming into the classroom at beginning of the day, when they leave the class to go elsewhere in the school, before and after all breaks. In each classroom there is a handwashing station and hand sanitizer available. Hand sanitizer will be available throughout the building for any transitions between rooms and as needed.
* Physical Distancing: students will be taught the importance of keeping distance between each other as well as practice what that space looks like in different settings. Signage will be posted throughout the building to help remind everyone.
* Respiratory Etiquette: students will be reminded to make sure to cover their mouths with a tissue or into the bend of their arm when they sneeze or cough. Hands will be washed after sneezing or coughing.

**School Site Protocols**

Arrival and Movement Procedures:

* Staff will use the front door to enter and exit the building
* Students will enter and leave the school via their exterior classroom doors
* Students will be able to arrive at school between 8:30 and 8:50, going directly to their exterior classroom doors.
* Students will be able to leave between 2:00 and 2:23 each day. Dismissal at 2:00 will require the parent to come to the outside window of the classroom and see the teacher who will then dismiss the student directly. Regular dismissal at 2:23 will occur for students not being picked up by parents.
* Parents who need to pick their child up earlier than 2:00, are to call the office (604-826-6528), speak with our clerical who will then have the child sent down to the front foyer where they will be met by their parent just outside the main doors.
* The students will be walked to the library and music class inside the school by their classroom teacher, and then picked up by their classroom teachers at the exterior doors of the library or music room; this allows for additional fresh air and physical distancing.
* There is limited movement throughout the halls, clear entrances and exits, directional arrows, use of outdoor spaces and outdoor classrooms.

Office Procedures:

* Parents, guardians, students, and staff will not have access to the office
* Parents and guardians are encouraged to email, phone or video conference the staff member they would like to speak with or to call the office
* Students will not be able to phone home; our clerical will do so if needed​
* Please phone or email in order to contact the school
* At this time, we are required to limit the adults in the building to district staff only​

Recess and Lunch – Recess and lunch blocks are staggered with two rotations. The students are grouped into their learning groups typically 2 classes, but at times one class; with a maximum number of 60 including classroom teachers and Educational Assistants. The playgrounds will be a divided into sections: the playground structure; the playing fields and the blacktop for both primary and intermediate. The learning groups will rotate through the areas during the week, so each group accesses each area of their playgrounds.

Assemblies and Large Gatherings – These will not be occurring in person, whole school, until further notice due to physical distancing rules. We will be exploring options to connect the school community virtually. If there are presentations, we will group the students into their learning groups and share the presentation remotely.

**School Based Requirements**

School supplies: Teachers will be letting the students know which items they need to bring initially, and which can remain at home until needed. Please send a water bottle with your child that will go back and forth each day. Water fountains will not be in use, so water bottles are very important. Classroom sinks are available to fill water bottles if needed. Please label all supplies and their water bottle.

Absenteeism Reporting Process: Please call or email the office if your child is not coming into school and give the reason for absence. The office email is: melanie.carey@mpsd.ca .

Student Transportation on Buses

* Students riding a school district bus are expected to wear a mask

Food Services

* We are looking into ways in which the hot lunch and concession programs can operate within the current guidelines. More information will follow.
* We ask at this time for no food items to be shared with classmates. This includes birthday treats and other celebrations.
* Students will be bringing home all items from their lunches and snacks as per our pack in/pack out process.
* Supplies and Lunches are not to be dropped off at the office​.