



## Plumas Elementary School

P.O. Box 40, 117 Richmond Avenue North

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Mrs. Alana Madsen, Principal

Mrs. Brenda Smith, Administrative Assistant

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2 September 2020

Dear Plumas Elementary School Families,

Our teachers and staff at Plumas Elementary School are busy setting up classrooms and preparing for the return of your children. Even though the start of this school year may look different, our staff are very excited to be able to offer our students the same caring and welcoming school environment. Our goal is for students to grow academically, socially and create lifelong and wonderful memories in a safe environment.

Although we have tried to plan for a variety of differing scenarios, our school division will be taking direction from Manitoba Education and the Chief Medical Officer on a daily basis, therefore, the following plan is subject to ongoing revisions throughout the year. We will work hard to be flexible, to communicate all changes and new information to parents, and to offer the best possible learning environment for your child.

I would encourage each family to read the following documents and plans listed below. Links to these plans can be found on the Plumas Elementary School Website

<http://pes.pinecreeksd.mb.ca/>

1. Plumas Elementary School COVID Summary Plan
2. Welcoming Students Back to School: Pine Creek School Division Plan
3. MANITOBA EDUCATION: Restoring Safe Schools: August 13 - A Guide for Parents, Caregivers and Students

If you have any questions, please feel free to call the school and we will do our best to assist you.

We look forward to seeing everyone back at school on September 8, 2020!

Sincerely,

Alanna Madsen, Principal

## **Cohorts**

Our school is small enough that we will not have to be divided into cohorts. We will be one cohort from Kindergarten to grade 8, so we will be able to have our recess and lunch breaks at the same time and will be able to utilize the washrooms.

## **Hand Sanitization**

Each classroom will be supplied with hand sanitizer that can be used throughout the school day. Students will also be encouraged to wash their hands on a more regular basis during the day.

## **COVID Screening / Illnesses**

Parents are responsible for screening their children for signs of illness, each morning, prior to coming to school. Students who are showing symptoms are required to stay at home. We encourage families to access the Manitoba Government's online screening tool at <https://sharedhealthmb.ca/covid19/screening-tool/>. If a student becomes ill while at school, they will be moved to our sick room and monitored by school staff. While in the sick room, both staff and student must wear masks that will be supplied by the school division. Parents will be notified to come to the school to pick up their child immediately. We are encouraging all PES families to develop a plan in case your child becomes sick at school and needs to go home to during the school day.

## **Water Bottles**

Students are required to bring a reusable water bottle to school each day. Please label this bottle with your child's name and grade. Water bottles will be returned home with students each day. The water fountains will not be available for student use; however, students will be able to access the bottle fill stations.

## **Microwave**

There will be one microwave placed in each classroom. Microwaves can only be used during the lunch break of the school day. Please ensure that your child only requires a 1 – 1.5 minute heat up. Please precook pizza pops, noodles etc.

## **Transition Time**

Students will be monitored during all transition times to help with practicing social distancing. Student's movement within the school will be monitored and controlled. One of our main goals will be to eliminate students from congregating and lining up inside the school.

## **Washrooms**

Washrooms and hallways will have signage to indicate where to stand and wait to use the washroom. The Kindergarten to grade 2 class will use the staff washroom next to their classroom. The grade 3-8's will use the other washrooms. There will be a maximum of 2 students in the washroom at one time.

## **Coat Hooks**

Students in grades K-2 will be using coat hooks in the hallway. The grade 3-5's will have a coat hook in their classroom or hallway. The grade 6-8's will keep their coats, backpacks etc. at their seat in the classroom.

## **Masks**

As directed by Manitoba Government, all students in grade 4 through 12 are required to wear a mask when social distancing cannot be achieved. If students are in a split grade example 3-4-5 then the grade 3's will be required to wear a mask as well. Students need to bring masks from home. There will be masks available at school if students forget their mask. Cloth masks are required to be washed daily. All staff at PES will be required to wear a mask when working with students.

Students and staff are **NOT** required to wear masks when outdoors.

## **School Arrival**

We are asking students to wash their hands prior to leaving home.

- ***Non Bus Students***
  - Please arrive at the school between 8:40- 8:48am
  - Students will enter the school through their assigned doors (K-5 back East doors, 6-8 front West doors) and will go directly to their classroom

- Students will be provided with hand sanitizer on entering the building
- ***Bus students***
  - Buses will be unloaded one bus at a time
  - Students will be allowed to use the playground equipment until 8:48 when the first bell goes.
  - Students will enter the school through their assigned doors (K-5 back East doors, 6-8 front West doors) and will go directly to their classroom
  - Students will be provided with hand sanitizer on entering the building
- ***Students arriving after 9:00 am***
  - Students will enter through the front doors and report the office
  - Students will be provided with hand sanitizer and then go to their classroom

### **Recess and Lunch Breaks**

All students will be eating their lunches in their classrooms and will be monitored by school staff

### **Departing PES at the end of the day**

#### *Non Bus students*

- Students will be dismissed at 3:30 pm through their designated doors. Parents may meet their child at their designated door or wait for them in your vehicle.

#### *Bus Students*

- Bus students will meet in the library and social distance on the markers until their bus arrives.
- Students will then come to the front lobby and exit out the main doors.

\*\*\*\*If your plan changes for the end of the day, it is critical that you call the school and let us know of the change well in advance of the end of the school day.

### **Appointments during the school day**

Often students and families have appointments during the school day that require the student to be picked up from school. In this case, we ask parents to ring the door bell, notify the office that you are here and then return to your vehicle. Staff will notify your child and they will exit

through the front doors in this case. Students that are leaving throughout the day for appointments are asked to not return to the school following their appointment. Students will be welcomed back the following day.

### **Outdoor Learning**

Students will be outside, weather permitting, as much as possible in the next few weeks. Please ensure that your child is dressed accordingly. If your child would like to bring a blanket or a chair to use while outside, they are welcome to do so.

### **Visitors to the School**

Visitors will have limited access to the school. We would prefer phone calls or emails rather than in person communication. If needed please use the bell and intercom system at the door and wait for instructions.