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WAS Pandemic Response Plans – December 2020

December 3, 2020

Dear WAS Families,

We have updated our *Re-entry Plan* to be our ***Pandemic Response Plan*** effective immediately. You can keep up-to-date on school plans on Sun West SD's website: <https://www.sunwestsd.ca>

We are going to continue to be taking a “baby steps” approach to our school plan, recognizing that changes can happen quickly, and our plans need to be focussed on the most current information, while keeping an eye on preparing for the near future. Plans will dovetail with division and provincial plans, while considering our local context. Our first hurdle was re-entering school in September which went very well and students and staff continue to celebrate that we are back in school! The information in this letter is not meant to overwhelm anyone – the hope is to answer some of the many questions you or your child(ren) may have as we continue to maneuver “learning at school” during this pandemic.

Here is a glimpse of how we anticipate school proceeding:

Safe Attendance

1.	We hope that increased hygiene practices will help our students engage in more “normal” school activities throughout the day.
2.	<i>At this time, only staff and students are allowed inside the building.</i> Students who leave the school during the school day for any reason (piano lesson, appointment) must sign OUT and back IN at the OFFICE.
3.	Students are encouraged to bring a water bottle and take it home each day to be washed. Water fountains will be closed. Students will fill water bottles at classroom sinks or at our filling station (supervised).
4.	At this time, when social distancing is not possible, non-medical cloth masks (made using two or three layers of fabric) will be worn (PreK – Grade Six). We ask that students bring their own mask(s). If a student forgets their mask or does not have access to a mask, one will be provided. Teachers will incorporate mask “breaks” for students providing all safety protocols can be maintained. <i>Students must wear clean/new masks each day.</i> Staff will wear masks at all times unless working alone in a space. *Additional masking information is available in the Re-Open Saskatchewan plan at www.saskatchewan.ca/re-open

5.	We will have students wash hands/disinfect before leaving the classroom and upon return to classroom.
6.	Students and staff will continue to follow visual signage to support our hygiene practices: classrooms, common areas, front door, washrooms (supplied by Division Office and are uniform across SWSD).
7.	We limit the number of students in the washroom at any one time. We will use bathroom passes to monitor the number of students in the bathrooms.
8.	Any individual who becomes symptomatic beyond the normal (e.x. seasonal allergies) or feels sick in any way during the school day or workday must leave the building. Families must ensure the school has current emergency contact information on file , and those listed are prepared to respond immediately.
9.	<p>If your child is sick: Please monitor your child and keep them home when sick. If you need medical advice, call 811. <i>School staff cannot give medical advice and will only advise you to call 811.</i></p> <p>Here are a few things that could help:</p> <ul style="list-style-type: none"> *Wherever possible, err on the side of caution in keeping your child home if illness is suspected -make a few back- up plans for dealing with sick children and keep in regular communication with your child’s teacher *If your child is exhibiting concerning symptoms at school, we will move them to a quiet isolation room so they are properly distanced and contact parent(s) to create a plan. <i>Please be assured, we will make every effort to make a sick child feel safe and comfortable while in our care.</i> * An Isolation Room has been created at our school in Room 8. The Division has provided an isolation kit including thermometers, non-surgical disposable masks, and disposable gloves. *Isolation Room procedures will be posted in this room, including: <ul style="list-style-type: none"> - Student or staff temperature will be taken (using a non-contact thermometer). - After leaving the school, families are required to complete the online COVID-19 self-assessment tool. The tool advises if testing is required and allows users to book an appointment immediately. *Anyone testing positive for COVID-19 is asked to notify School Admin to ensure proper cleaning and public-health measures are followed.
10.	If field trips are taken, masks will be worn on buses and in high traffic areas. Thorough guidelines for cleaning and disinfecting will be followed during and after the field trip.

Safe Transportation

1.	A reminder that ALL bus students and staff are to wear masks on busses. Masks must be kept on once students arrive at school for the school day.
2.	We also encourage parents to transport their children school or find other alternatives than the bus.
3.	If parents choose to drive their child(ren) rather than put them on the bus, the school and bus driver must be made aware of this decision in advance.
4.	<i>Students will arrive by bus or by parent drop off between 8:45 and 8:55 and proceed directly to their classroom where they will hang up their backpack/coat and get ready for class. To avoid congestion in the boot rooms/entrances, students will enter and exit the boot rooms in small groups. Supervisors will be present to prevent congestion in boot rooms.</i>

5.	End of day dismissal – due to the fact we have two waves of buses at the end of the school day, bus students will be dismissed according to when their bus departs. All students will be dismissed using a staggered dismissal to avoid congestion in boot rooms.
6.	Please make sure your child knows after-school plans. Some parents use a visual strategy to remind them of after school plans (like a note in the child’s lunch kit, or a bus tag on their backpack), as well as a note in the planner. We also encourage your child to memorize parent/guardian cell phone numbers.

Safe Access

1.	<p>Student entrances are as follows:</p> <ul style="list-style-type: none"> ➤ Pre-Kindergarten and Kindergarten students will enter through the front doors at the start of each day and carry their belongings to their classrooms. Kindergarten students will be using Boot Rooms B & C. ➤ Grade 1 (Hintze/Robertson) Boot Room A – west entry closest to grade one classroom doors ➤ Grade 2 & 2/3 (Moore/Gilchrist) Boot Room B – west entry closest to gym doors ➤ Grade 3 (Torwalt-Lawrence) Boot Room C – north entry towards back of gym ➤ Grade 4 & 5 (Kahovec/Olivier/Slocombe) Boot Room D – north entry, near basketball hoops ➤ Grade 5 & 6 (Moser/Torrance/Adnam) - Boot Room E – East entry by back alley
2.	Parents and guardians are asked to stay outside of school when dropping off/picking up their child(ren). Any visitors to WAS must contact the school (306-882-2644) prior to entering to make necessary arrangements or stop at the office so that we can assist any requests on an as needed basis (ex. Dropping off something child forgot at home). All visitors to WAS will use front entrance only.
3.	School guests will be very limited at this time. Classroom/school newsletters, email communication, planners, SeeSaw/Class Dojo will be important communication tools to ensure continued parent involvement.
4.	WAS still understands the value of family engagement activities and hope to continue these virtually and/or outdoors.

Safe Facilities

1.	Increased cleaning and disinfecting following use of spaces will occur. High traffic areas will be disinfected after use.
2.	Ongoing education and promotion of proper hygiene practices will occur in classroom settings.
3.	Hand sanitizer stations will be set up in classrooms and hallway/foyer areas.
4.	Touch surface cleaning: student desks/tables, devices, learning materials included in classroom procedures will occur at key times during the day.
5.	Meetings with caretakers for ongoing assessment of cleaning needs will occur regularly.
6.	Thorough touch surface disinfecting will occur at the end of each school day: student desks/tables, devices, learning materials included in classroom procedures.

Safe Classroom

1.	Every effort will be made to safely organize students within their own classroom learning space.
2.	Students will have assigned classroom seating to promote front facing instruction.
3.	School supplies will not be shared. Clearly label student supplies. Individual teachers will monitor safe storage and use of student supplies.
4.	Regular hand-washing, hand sanitizing, and/or a space wipe down will be scheduled before students leave their classroom and upon their return.
5.	A plan is in place to limit cross-contamination and increase sanitation in washrooms.
6.	Devices: Computer Lab – individual teachers will ensure the computers are disinfected at the end of computer class. <i>Classroom</i> - individual teachers will monitor cleaning and disinfecting of classroom devices after each use. We are now a 1:1 school so each student has their own device to use. Hand sanitizing prior to and after device usage will be promoted.
7.	Teachers will develop plans to support their students' academic needs as needed.
8.	Phys. Ed - We will use outdoor spaces as much as possible for P.E. classes (while the weather permits us to do so). Indoor P.E. - games and activities will be adapted to ensure safe social distancing practices.
9.	Lockers and cubbies will be used. Individual teachers will monitor safe storage, use of student supplies, and locker/cubby access. We encourage students to keep extras at home until they are needed.
10.	We ask that Town students go home for lunch if possible.
11.	Students are encouraged to bring a washable tea towel to use as a placemat in their lunch. Please pack lunches with items that can be opened independently by your child to reduce the amount a teacher/supervisor will be touching your child's food items.
12.	Practice with your child to ensure independence with their shoes, jacket, and other outerwear to reduce the amount an adult will need to be in their personal space.
13.	Separate Pre-Kindergarten and Kindergarten Re-Entry plans have been made and will be shared with parents/guardians of these students.
14.	Students will still have access to our Library resources. Our Librarian will visit classrooms weekly and provide students with similar activities as if they were in the Library. Classroom teachers will explain this process to their students once school begins.

Safe Supports

1.	Every classroom has a sink, soap, extra masks, and a supply of hand sanitizer.
2.	Our school counsellor will be available to students who need support.

3.	Safety plans for students and staff who are immuno-compromised will be based on the Duty to Accommodate process and developed on an individual case basis. If you have a child who is immunocompromised, please contact WAS Admin at 306.882.2644.
4.	Students are asked not to bring toys or sports equipment from home to school.

Safe Activities

1.	Students will have access to some equipment during recess breaks. All equipment will be clearly labelled and stored within each classroom.
2.	Students will have a staggered dismissal and entrance for recess and noon. Daily schedules reflecting recess and noon times have been shared with you by classrooms teachers.
3.	We will develop procedures for assemblies and group gatherings. We are open to the possibility of virtual assemblies and look forward to creatively celebrating successes within our building.
4.	Plans for extra-curricular activities will be developed based on the guidelines set out in Re-Open Saskatchewan and in consultation with the CMHO once the group/gathering capacity limits for fall 2020 are known.

Safe Alternatives

1.	<p>To ensure preparedness, there are four scenarios that may be activated regionally or provincially based on the advice of our Chief Medical Health Officer, they include:</p> <ul style="list-style-type: none"> ➤ Level 1: Return to school, as close to normal as possible, with additional health measures and precautions. ➤ Level 2: Mask usage as determined by the Chief Medical Health Officer. These masks are being purchased centrally by the Ministry of Education and distributed to school divisions. <i>We are currently at this level.</i> ➤ Level 3: In the event it becomes necessary, school capacity will be reduced. This may include establishing cohorts and hybrid learning models as considerations. ➤ Level 4: Implementing learning continuity plans, which means transitioning to mandatory remote learning.
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We will do our best to continue to advocate for education and safety for our school community, as well as for continued answers to questions. We have had a smooth start to this school year. We will continue to follow safety protocols as updated and outlined in this document until further notice. Please check the school webpage <http://www.walteraseltine.sunwestsd.ca/>, Facebook <https://www.facebook.com/walteraseltineschool>, and SWSD webpage <https://www.sunwestsd.ca> for updates as well.

Sincerely,
Shirley Jones
Principal

Stacy Becker
Vice Principal,
Walter Aseltine School