

Grenville Elementary School
2020-2021 Back To School Plan Protocol





Tel: (819) 242-2852 • Fax: (819) 242-3301

Dear Parents,

Welcome to a new school year! Please be assured that we will be taking all necessary precautions to keep our students and staff safe.

This letter will explain some of the procedural changes that have been implemented at the school. We will also have a video for the students on our Facebook page showing them what to expect when they come back to school.

Please remember that each day before your child leaves for school, you must make sure they do not show any flu-like symptoms. Please keep your child at home if they display any flu-like symptoms, inform us immediately and call Public Health at 1 877-644-4545. If your child shows symptoms during the day you will be contacted immediately and will be expected to come to school to pick up your child. Please make sure that your child's health form is filled in and returned to school by September 8th as we will need two emergency numbers in order to ensure that we can contact you if needed.

Students being driven to school must wait with their parents until the gate is opened by the teacher on duty at 8:10 am. Social distancing of two meters must be observed at all times outside the gate and when students enter the playground. Students will be able to play in their designated area in the yard until the bell rings at 8:15 am. As you are aware students will not have to social distance when they are with their homeroom group and so they will remain with this group when playing outside.

It is mandatory for Grade 5 and 6 students to wear a mask when circulating anywhere in the school building other than in their classroom. It is also mandatory that they wear their masks when on the bus being transported to and from school.

Students being picked up at the end of the day will assemble in the gymnasium. When the buses have left the parking lot, a staff member will let the students out one at a time to meet their parents/pickup person from the side door of the gymnasium. Please do not come to the front door to pick up your child at this time.

Kindly note that calls for pickup cannot be accepted after 14:30.

If a student needs to be picked up during school hours, please indicate this in your child's agenda or call the school at 819-242-2852. There is an answering machine 24/7, so kindly leave a message if the secretary is unable to answer. Messages are checked frequently during the day. When you come to pick up your child at the designated time, kindly sign them out in the sign in/out book located between the two entrance doors. The secretary will call your child to meet you when you arrive. Parents and visitors will not be permitted in the building unless they are requested to attend a meeting. Students must bring their own water bottle filled from home and an adult at school will refill it if necessary. Students will keep their lunchboxes and school bags in their classrooms.

The COVID-19 pandemic has been challenging for everyone and each day we are learning how to adapt and live with this new reality. Please rest assured once again that as a school we are doing everything possible to provide a safe and healthy environment for all those in our building. If you have any questions please call the school.

Yours truly,
N. Bennett
Principal



Contents

Before arriving at School	5
Checking for Symptoms.....	5
Water Bottles.....	5
General Protocol.....	5
Masks.....	5
Handwashing/Sanitizing.....	5
Personal Belongings.....	5
Parental Access To Building.....	6
Arrival at school.....	6
Drop-off.....	6
Designated Play Areas.....	6
Late Arrivals.....	6
Entering the Building.....	6
Lining Up.....	6
Indoor Shoes and Jackets.....	6
Academics.....	7
Needs.....	7
Testing.....	7
Learning Opportunities.....	7

Grenville Elementary School
184 Main Street, P.O. Box 1430
Grenville, QC J0V 1J0



École Primaire Grenville
184, rue Principale, C.P. 1430
Grenville, QC J0V 1J0

Tel: (819) 242-2852 • Fax: (819) 242-3301

Transitions.....	7
Recess/Lunch.....	7
Washrooms.....	7
Physical Education.....	8
Library.....	8
Technology.....	8
Dismissal.....	8
Pick Up.....	8



Before Arriving at School

1. Checking for Symptoms

- i. Please remember that each day before your child leaves for school, you must make sure they do not show any flu-like symptoms. Please evaluate your children's health at home and if they display any flu-like symptoms, keep them at home.

2. Water Bottles

- i. Students must bring their own water bottle filled from home and an adult at school will refill it if necessary.

General Protocol

1. Mask

- i. Grade 5 and 6 students (Cycle 3) will be required to wear a face covering/mask when they are using transportation and are in common areas (Hallways, Cafeteria, Bathroom) or in the presence of students from a different stable group. The face covering/mask may be removed when they are in their regular classroom with their class group.
- ii. Although face coverings/masks will not be mandatory for students from preschool up to and including Grade 4, these students will be strongly encouraged to wear them in school and during transportation.

2. Handwashing/Sanitizing

- i. Hand sanitizer will be administered to each student upon entering the building and the classrooms. Sanitizer will be available at all entries to the building and at the entrance of each classroom.
- ii. The students will also sanitize their hands prior to and after eating and after bathroom use.

3. Personal Belongings

- i. Please limit the items that come from home to school.
- ii. Students should not share their materials with other students.
- iii. Students will not have access to their cubbies. School bags and lunch kits will be stored in the classroom.



Tel: (819) 242-2852 • Fax: (819) 242-3301

4. Parental Access to building

- i. Parents are not permitted access to the building at any time except by appointment.
- ii. All visitors must wear masks, hand sanitize and practice all health hygiene protocols.

Arrival at School

1. Drop offs

- i. Students being driven to school must wait with their parents until the gate is opened by the teacher on duty at 8:10am.
- ii. Students must respect social distancing of 2 meters. We require your support by reminding your children that they should not be mixing with other students from outside their class.

2. Designated Play Areas

- i. During recess and lunch hour students are required to remain in their designated play areas, which are grouped by class.

3. Late Arrivals

- i. Students that arrive late to school must be signed in by their parents. The sign in book will be between the two front doors.
- ii. Students will be buzzed in and directed to hand sanitize before being sent to class.

Entering The Building

1. Lining Up

- i. Students will line up in their designated play area with their class before entering the school. They will then hand sanitize and await instruction from the teacher for when to enter the building.
- ii. Students are not required to social distance when lining up with their class.

2. Indoor Shoes and Jackets

- i. Students will enter the building, change their footwear and hang up their jackets at their hooks before going to class.



Academics

1. Needs
 - i. Our whole staff will be in place to support student academically, socially and emotionally during this unprecedented return.
2. Testing
 - i. Following a period of review, diagnostics in French, English and Math will be conducted to establish benchmarks and guide us in addressing the academic needs of our students.
3. Learning Opportunities
 - i. The staff team is making great efforts to plan their teaching in a manner that offers rigorous learning opportunities inside the school while incorporating elements that lend themselves to distance learning should such a measure be required at any point during the school year.

Transitions

1. Recess
 - i. Students will be eating their recess snack in their classroom. The students will then do a staggered entry into the hall, change their shoes and proceed outside to their designated areas.
2. Lunch Hour
 - i. Students will be having a split lunch hour.
 - ii. Pre-Kindergarten, Kindergarten and Grades 1 and 2 will eat first and then proceed outside to their designated areas.
 - iii. Grades 3,4,5 and 6 will play outside in their designated areas first, then come inside for lunch in their classrooms.
3. Washrooms
 - i. Due to their locations, Pre-Kindergarten and Kindergarten will have their own washrooms.
 - ii. Washrooms will be cleaned and disinfected systematically throughout the day.
 - iii. Two students will be allowed in a washroom at the same time. Social distancing must be respected.



Tel: (819) 242-2852 • Fax: (819) 242-3301

4. Physical Education

- i. The gym will be open for use, although outdoor classes will be a priority.
- ii. Students will remain within their class group for gym.
- iii. There will be limited distribution of gym equipment. Equipment will be sanitized between classes.

5. Library

- i. The Library will be closed to the students. Students will be permitted to use classroom libraries.

6. Technology

- i. The students will have access to technology.
- ii. All technology will be sanitized before being returned to the charging carts.

Dismissal

1. Bussing

- i. Classes are dismissed one class at a time. Students will proceed to the bus with their class.
- ii. Grade 5/6 students must wear masks.

2. Pick Ups

- i. The designated area for student pick up is at the side door of the gymnasium. Students that are picked up will be directed to the gym. Students will then wait for the busses to leave and will be escorted to their parent/pick up person at the side gym door entrance.
- ii. Please note that notification for pick-ups will not be accepted after 2:30 p.m.