



HERITAGE HILLS ELEMENTARY

Dear Heritage Hills Elementary Families,

We trust this email finds you all enjoying the last few days of summer.

As we prepare for the 2020/21 school year, many of you have likely read through EIPS' re-entry plan and re-launch FAQs. If you have not yet had time to read these, we encourage you to do so before sending your child(ren) to school. From these documents, we have put together some re-entry points that are specific to HHE Elementary. We hope that these points will give you a better understanding of what school will look like for your family this fall.

First and foremost, our desire is to minimize the risk of COVID transmission at our school. Parents are one of our greatest assets as we will rely on you to screen your child(ren) every morning before sending them to school. The screening checklist can be found in the EIPS re-entry plan (pg. 10). Should your child become ill during the school day, we will contact you and request you pick your child up (within the hour preferably). It is important that we have up to date contact information for each parent/guardian in your household. Information can be updated through your PowerSchool Parent Portal.

Other measures being put in place to minimize risk are:

- **Cohorts** – your child's homeroom class will be their cohort for the year. Contact with students from outside your child's cohort will be minimal during school hours. During recess, students will remain with their cohort and be assigned a zone in which to play. Zones that cohorts are assigned to will rotate throughout the year. Gym class will also occur with only 1 cohort of students. Dr. Boyer will travel to each classroom for music.
- **Hygiene Practices** – students will wash or sanitize their hands multiple times throughout the day. All classrooms have a faucet and sink. We will encourage proper cough/sneeze etiquette and would appreciate the reinforcement of these practices at home. We have amazing custodians at our school who will be sanitizing high touch surfaces throughout the day and completing a thorough cleaning at the end of the school day.
- **Masks and Distancing** – within classrooms, students will wear masks as 2m distancing is not possible. Please send a minimum of 2 clean masks with your child to school each day along with a labelled bag for storage. We anticipate passing out the masks that the Alberta government purchased on your child's staggered entry day. Practicing donning and doffing a mask at home is a crucial part of preparing for return to school. Masks will be worn when physical distancing cannot occur.

The following information will give you a good snapshot of what to expect:

- **First Week of School – Staggered Entry. PowerSchool should now show your child's class and teacher.**
 - ECS parents will be contacted for staggered entry dates and procedures. This Staggered entry will be half days for ECS students. Staggered entry will occur between Sept 1 - 11.

- Tuesday, Sept 1 – grade 5 & 6 ONLY (no grade 1-4 students)
 - Wednesday, Sept 2 – grade 3 & 4 ONLY (no grade 1-2, 5-6 students)
 - Thursday, Sept 3 – grade 1 & 2 ONLY (no grade 3-6 students)
 - Friday, Sept 4 – All grade 1-6 students
 - Multiple staff will be on hand to help direct students. Please see attached for class specific entrance location.
- **Entrances/Exits**
 - In order to encourage physical distancing, our students will use 5 different entrances to enter and exit our building. These entrances will be well labelled for students on their first day and our teachers will work with our students in getting them used to this new routine.
 - Parents must request an appointment for in person interaction within the school building. This year, we encourage you to remain in your vehicle for drop off and pick up. Should you desire to meet your child more directly after school, please keep a safe distance from entrances/exits and maintain physical distancing between yourself and other parents/students.
- **Lunches/Food**
 - As per usual, students will remain with their cohort during lunch eating. Our younger students often need assistance opening containers, thermoses, etc. during lunch time. Our staff is always happy to assist, however the risk of transmission would be minimized if students were able to open these items independently. We will continue to request that students not share/trade food items with other students.
 - At this time, we are not permitted to accept deliveries from Skip the Dishes or other similar delivery services and parents must call the school in advance if dropping off lunches.
 - While we love to celebrate your child's birthday with them, we will be unable to allow shareable birthday snacks within our classrooms.
 - Hot Lunch and Pizza Day is on hold for right now. EIPS will re-evaluate the possibility of these events throughout the school year.
- **Water Fountains**
 - Our water fountains will be turned off, but we have several refillable bottle stations. Please send a labelled water bottle to school with your child. Encourage them to bring it home for washing daily.
- **Volunteers/Coming into the School**
 - Our school values community and the investment that our parents are willing to make by volunteering at our school. At this time, we are unfortunately not able to have parent volunteers within the school. This is another guideline that EIPS will re-visit throughout the school year.
 - Should you need to come into the school for any reason, please give us a phone call to request an appointment. Please ensure you wear a mask and are not experiencing any COVID symptoms prior to coming in.
- **Bell Schedule and Recess**
 - Students will be welcomed into our building at 8:25am through their designated entrance where our staff will greet them. Classes will commence at 8:30am. Our end of day dismissal time is 3:20pm.
 - Our lunch time will be slightly different for this year. In order to accommodate all of our students enjoying a 30-minute lunch recess, we will have a staggered eating/lunch recess. Some classes will eat lunch from 12:00 -12:30 then have recess while other classes will go for recess then eat lunch from 12:30 - 1:00.
 - In addition to a 30-minute lunch recess, we have AM & PM recesses each day where students are divided into 3 groups. Before lunch, students will have 6 periods of classes with a 15 minute recess coming between 9:58 – 10:53. After lunch, students will have 4 periods of classes with a 15 minute recess coming between 1:44 – 2:39. Students also have daily physical activity. In order

to maintain distancing during recesses, our play area will be divided up into zones and cohorts will be assigned to specific zones.

- Upon arrival, students must line up at their designated entrance. Students cannot access play areas before or after school.
- **Library**
 - At this time, the Learning Commons space is unavailable for students to congregate. However, staff and students will be able to access books from the Learning Commons by placing holds through the Destiny Library Management System. The teacher librarian will deliver books to classes. Returned books must sit for 72 hours before recirculation.
- **Technology Use**
 - Grades 1- 6 have chromebooks in the classroom.
 - Teachers will assign a chromebook to each student, if a device needs to be shared for some reason, for example - ipads, broken chromebook, etc the device must be sanitized between each use.

We believe we have a solid plan that will ensure the safety of our students. In a few weeks, we will know if any additional accommodations will be made. Thank you to all our families as we journey into the school year together.

L.W. Schlacht

Principal, Heritage Hills Elementary