**NISGA’A SCHOOL DISTRICT NO. 92**

**School Specific Operational Procedures for Restart**

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**Alvin A. McKay Elementary School**

**PRINCIPAL’S MESSAGE TO STAFF AND PARENTS**

We appreciate your patience and understanding as we work to figure out how to plan for our evolving school year. As of February 18, 2021 schools will again be providing in-class learning.

The following information will help answer many questions regarding what a return to school will look like and as always, please reach out with additional questions. We care about you and are working to put processes in place to ensure the safety of everyone as well as provide a rich and engaging school experience. As we work through this process with you, we will adjust our planning as needed in order to best meet our students’ needs. We have missed you and look forward to having you back at school!

**LEARNING GROUPS/COHORTS**

Every student will be assigned to a learning group. A learning group is a group of students and staff who:

* remain together throughout a school term and,
* primarily interact with each other.

Students are expected to limit physical contact, keep their hands to themselves, and as much as possible, stay within their own learning bubble.

Elementary students (K-7): When interacting with peers outside of their learning group, students should:

* minimize physical contact when outdoors
* maintain physical distance (2m) when indoors. If a student is unable to physically distance, the student should socialize within their learning group or where they can be supported to physically distance.

**PARENT VISITS TO SCHOOL**

Entry to the school is limited to students and staff. All community, parent and student appointments will be booked with Alison via email ([astewart@nisgaa.bc.ca](mailto:astewart@nisgaa.bc.ca)) or phone call (250-621-3277). Upon entering the school, all visitors are asked to sign in and confirm that they are not ill, wash or sanitize their hands, and to check-in with the office. Alison or another representative of the school will escort visitors to the specified area.

Parents are asked to maintain physical distancing and avoid crowding while on school grounds including outside.

**DAILY SCREENING FOR ILLNESS**

Parents are asked to monitor their children’s wellness daily and not to send them to school if they are sick. The school is not required to verify that the student health check has occurred every day or require that parents/caregivers submit a health check form.

*Anyone who is sick is not allowed to be in the school*. If your child has any symptoms, call 8-1-1.

**DROP OFF AND PICK UP**

Students will arrive at school between 8:30 and 8:45 am. Entry and exit will be by staggered through the following assigned doorways.

* K/1 students will use the K/1 doors and wash their hands at the classroom sink.
* Grades 2/3 and 4/5 will enter through the main office doors and wash their hands using the sinks in the girls’ and boys’ washrooms or by using the hand sanitizing station by the main entrance.
* Grades 6/7 will line up by the main doors until signaled then enter via the fire door by the grade 6/7 classroom. They will wash their hands at the classroom sink.

A staff member will greet your child and monitor entry and exit procedures. Students will bring backpacks to their personal learning space (desk). Staff will instruct children on proper handwashing procedures. After proper hand hygiene is complete, your child will return to his/her personal learning space.

At the end of their in-class learning time, children will be dismissed from the same door they use for entry, after thoroughly washing their hands at their classroom sinks.

**HALLWAY TRAFFIC**

It is expected that everyone will stay right when walking in hallways. Signage will be in place to remind everyone about directional flow of movement.

**HAND HYGIENE**

Students will be asked to wash their hands frequently, including upon entering the school. Washing hands often with soap and water for at least 20 seconds is expected, especially after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food. Washing hands with soap and water is the preferable method, wherever possible. Classrooms at AAMES have at least one sink with a soap dispenser and paper towel and students will primarily use their classroom sink for hand washing as these stations are easily supervised. Students will use washroom sinks as appropriate. Hand sanitizer will be available when sinks are not. Hand hygiene visuals are posted at all sinks. Staff will have hand sanitizer outside during recess and outdoor learning times in order to further support hand hygiene.

**RESPIRATORY (COUGHING & SNEEZING) ETIQUETTE**

Anyone who needs to cough or sneeze will use their elbow or a tissue, and then throw out the tissue (if used) and wash their hands afterwards. Students are to avoid touching their eyes, nose, and mouth and avoid close contact with anyone who is sick.

**PHYSICAL DISTANCING**

Physical distancing is expected for students in grades 6-7.  K-5 students are expected to refrain from physical contact with each other, including on playgrounds. Learning activities will be planned with these guidelines in mind. In the event of a fire alarm or other emergency, physical distancing may not be possible. Staff will maintain a 2 m. distance at all times and in all areas.

**PERSONAL PROTECTIVE EQUIPMENT**

Non-medical masks are required at all times for students (Grades 4-7) and staff, unless eating or drinking, behind a barrier, or outside (and distanced). Masks are encouraged for K-3 students but not required. Students (Gr. 4-7) and staff who have medical exemptions for masks must contact the principal.

Non-medical masks are not recommended for primary students (K-3) due to the increased likelihood they will touch their face and eyes, as well as require assistance to properly put on and take off their mask (requiring increased close personal contact from school staff).

**STUDENT BELONGINGS**

Student belongings must be labelled, and each student’s school supplies and snacks must be transported back and forth from school in a backpack. Students could bring a **filled**, labelled water bottle to drink from. These bottles can be refilled at the bottle refilling station. Drinking from the school fountain is prohibited. Students will not have access to lockers. Students will keep their backpack with them at their desk or table. When possible, coats will be hung off the back of the student’s chair. Students can also use the coat/boot cubbies at the back of the room. Staff members will supervise to ensure that there is no crowding while students are storing and retrieving their outdoor clothing.

**PERSONAL ITEMS**

Students are not to share food, drink, or personal items with others.

**SCHOOL CLEANING**

Schools will be cleaned more frequently, before and after each learning group uses their learning space. Washrooms and high touch points (door knobs, light switches, toilet handles, tables, desks, chairs, electronic devices, and keyboards) will be cleaned regularly (at least every 3 hours), as will any surface that is visibly dirty. More general cleaning and disinfecting will occur at least once a day. An electrostatic disinfection of surfaces will occur a minimum of once a week and after any suspicion of contamination. Some frequently touched items like toys or manipulatives may not be able to be cleaned often (e.g. fabrics) or at all (e.g. sand, foam, playdough, etc.). These items can continue to be used if hand hygiene is practiced before and after use.

There is no evidence that COVID-19 virus is transmitted via textbooks, paper or other paper-based products. Laminated or glossy paper-based products (ie. children’s books or magazines) and items with plastic covers (ie. DVD’s) can be contaminated if handled by a person with COVID-19, however, the risk is low. There is no need for these items to be cleaned and disinfected or quarantined for any period of time, or for hand hygiene to be practiced before or after use.

**STAGGERING OF RECESS & TRANSITIONS**

Your child’s teacher will determine appropriate recess and other break times in order to avoid over-crowding our field and playground.

**STUDENT SPACING IN CLASSROOMS & FOR ALL LEARNING ACTIVITIES**

Teachers and support staff have set up classrooms so that each student has his/her own learning space. Students should practice limiting/minimizing contact with each other. They need to keep their hands to themselves. Some frequently touched items like toys or manipulatives may not be able to be cleaned often (e.g. fabrics) or at all (e.g. sand, foam, playdough, etc.). These items can continue to be used if hand hygiene is practiced before and after use.

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**PROTOCOLS IF A STUDENT BECOMES ILL**

If a student develops symptoms at school, they will be isolated from others in a supervised area, and families will be called to pick them up immediately. The protocol that will be followed will align with the Public Health Guidelines for K-12 School Settings.

*Our school plan is aligned with the Nisga’a School District COVID-19 Response plan which is informed by current WorkSafe BC protocols, BC Centre for Disease Control Guidance for K-12 School Settings, and Ministry of Education Guideline for K-12 Schools. Links to these documents are provided here:*

<https://www.nisgaa.bc.ca/source/S-D-%2092%20(NISGAA)%20COVID-19%20Response%20Plan%20Aug24.pdf>

<https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/education>

<https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-covid-19-health-safety-guidlines.pdf>

<http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Guidance-k-12-schools.pdf>

Thank you to all of our parents/guardians for their energy and efforts to help make the 2020-2021 school year a successful one for all students. If you have any questions or concerns, please contact the principal, the secretary or your child’s teacher by phone or email.

Respectfully,

Martha Swinn (principal)

[mswinn@nisgaa.bc.ca](mailto:mswinn@nisgaa.bc.ca); 250-621-3277