

Holy Name Catholic School

65 Spring Hill Drive

King City, Ontario

Telephone: (905) 833-5852

Fax: (905) 833-4193



Tuesday, September 8, 2020

Holy Name Families,

We welcome you back to the 2020/21 school year! All the staff at HNE missed the students and are looking forward to seeing you all very soon. Since the start of the school year will look very different, please take the time to read through some of the safety protocols and procedures for a safe re-entry.

Elementary Staggered Start Dates:

- Thursday, September 10- Grades 1, 2 and 3 start and continue everyday thereafter
- Friday, September 11 – FDK start and continue everyday thereafter
- Monday, September 14 – Grade 7 and 8 start and continue everyday thereafter
- Tuesday, September 15 – Grades 4, 5 and 6 start and continue everyday thereafter.

*By Tuesday, September 15, all students will be in class.

Routine Self-Screening

For all staff and students, self screening is required every morning **before** coming to school. Self screening involves: A daily self-assessment must be conducted by all students (supported by parents). Please click on this link [Check Your Child Daily for Symptoms of COVID 19](#)

Parents of young children should review our video on Returning to School During Covid 19: Vimeo: <https://vimeo.com/449324526?ref=em-share>. Any student experiencing Covid 19 symptoms **must** remain home (use of mask not acceptable alternative)

****Once students enter school, they should remain at school until the end of the school day.**

The following items should be brought to school daily:

1. **Mandatory Masks** (grades 4-8) Consider bringing more than 1 with a **mesh/paper bag** for storage. It is encouraged, but not mandatory for students in Grades JK-3 to wear a mask.
2. **Lunch and snacks** for the whole day. There will be no hot lunch options offered. Please do not come to the school to drop off lunches.
3. **Refillable water bottle** to be used at our water filling stations (drinking fountains are closed)

Student Absences, Lates and Illness Plan

Please continue to use our Safe Arrival System to report absences and lates. Before bell time for the current day please call 1-855-865-7862 or online at: [go/schoolmessenger.ca](https://go.schoolmessenger.ca)

We strongly encourage all students to arrive on time for everyone's safety. Should your child arrive late, please line up outside the front doors while physically distancing. Then use the entrance buzzer and a staff member will instruct you when to enter.

Please have a pick-up plan in place in the event that your child is not feeling well and needs to be picked up.

Visitors to the school

Visitors are not to enter the school during hours of operation unless identified through a prearranged exception. It is expected that parents first contact the school by telephone if assistance is required. Visitors will only be allowed to enter after they have read the self-assessment notification and have no outlined symptoms. Visitors will be admitted individually in schools by buzzer; they will remain in the school foyer where possible.

Parents are encouraged to drop off their child(ren) as close to the bell as possible.

To prevent congestion and promote physical distancing, only 1 adult per family should be entering the school outdoor area dropoff (*Kindergarten yard, Primary pavement(near portables), Junior/Intermediate yard*). Once students enter school, they should remain at school until the end of the school day.

Health and Safety

- It is mandatory for students in Gr.4-8 to wear a mask.
- It is highly recommended not mandatory for students from JK-3 to wear a mask.
- Please ensure that your child brings either a paper bag or cloth bag to store their mask.
- Students are not required to wear masks at recess or as they exit the school to go to recess.
- All coats and backpacks will be hung behind the student's chair. Coat hooks and cubby areas will not be used.
- We are requesting both indoor and outdoor shoes.
- Where possible students are to maintain a physical distance at all times.
- Students will be encouraged to wash their hands, use hand sanitizer throughout the day.
- Hand sanitizer will be provided to students. Students are encouraged to use only the hand sanitizer provided by the school. Should students wish to bring their own hand sanitizer it must be Scent Free and there is no sharing of hand sanitizer.

Bus Loop, Kiss and Ride and Parking Lot

- A reminder that the bus loop is designed for busses only. You will be ticketed
- Parents are encouraged to use the kiss and ride
- Please do not idle
- If you wish to walk your child to the gate, please park your vehicle on Nicort Road or Spring Hill Drive
- *Parking lot is reserved for staff*

Exit and Entry

- Kindergarten students will have direct entry into the classrooms
- Students in Grades 1-8 will go straight to their designated line by their assigned entrance/exit doors
- Students are to be social distancing while in line
- Students will enter the building in single file, following the directional arrows on the ground
- Hallways have directional arrows and signs to ensure minimal face to face contact and to guide all individuals in a unidirectional path.
- Stairways will be designated for directionality: up or down.
- Staff and students are to maintain physical distance as they enter, move through and exit the building.
- Staff will accompany class in and out of the building.

Recess (morning and afternoon)

Since students will not be wearing face coverings in the hallway when exiting and entering the school during recess, the exiting/entering of school during recess will be staggered to prevent the mixing of cohorts in the hallways.

We will be using a hybrid recess routine. At morning and afternoon recess, half the school (Cohort A) will go outside, while the other half (Cohort B) will follow an indoor routine. The process will be reversed in the afternoon; that is, students who followed indoor routine in the morning will now proceed to recess outdoors, while those students who were outside in the morning will follow indoor routine in the afternoon.

All classroom teachers will be encouraged to take students outside for daily DPA (Daily Physical Activity) breaks, as a supplement to recess.

Lunch Routines and Snacks

All hot lunch programs and snack programs will not be available. Students are asked to bring a lunch and two snacks from home with them in the morning. Students will eat their lunches at their own desks daily. Parents are not to drop off lunches for their children, as they may put other staff and students at risk. Students that go home for lunch will be asked not to return in the afternoon. Holy Name will be using a staggered lunch recess.

Washrooms

Maximum capacity of students in the washrooms will be indicated outside the washroom entrance by a sign. Signs will be on the floor near the sink and outside the washroom. A washroom routine has been established and communicated to all staff who will support the implementation of this plan. Some stalls and urinals will be closed off to ensure physical distancing. Hand dryers are turned off and cannot be used. Extra paper towels will be provided for washroom use.

Physical Education and Use of Gym

Teachers will plan physical activities that support physical distancing while also limiting the use of shared equipment. Shared equipment will be disinfected regularly and students will be practicing proper hand hygiene before and after participating in physical activity and equipment use. Classroom teachers may bring their students outside for Daily Physical Activities (DPA) whenever possible. Always respecting physical distancing while outside and proper handwashing/hand sanitizing upon re-entering the school.

Technology

Students are encouraged to bring their own devices to school, i.e./iPad, laptop, Chromebook. Many of our policies still remain in effect. Should your child wish to bring a cell-phone they will be asked to turn it off and leave it in their school bag for the day.

We thank you for your continued support as we prepare for a safe return to school.

Yours in Catholic Education,

Mrs. Barone
Principal

Mrs. Crocitto
Vice Principal