

Portland Estates Elementary

Back to School Update #3



September 1, 2020

Dear Portland Estates Elementary Families,
Thank you for taking the time to read our updates as we plan for this new school year.

Hand washing and sanitizing

Proper hand hygiene will be essential for students and staff. Everyone will clean their hands when they enter the school building, before/after eating and regularly throughout the day (p.14 [NS Back to School plan](#)). There will be hand sanitizer at all entrances/exits and for each classroom. Each classroom also has a sink. If students are bringing their own hand sanitizer for personal use, please ensure that it is unscented.

Arrival/Dismissal

Students can go directly to their class upon arrival between 8:40-8:50am. Teachers will be in their classrooms to supervise students. Other staff members will remind students to sanitize their hands and will direct students to their rooms.

Each class will enter/exit the school through designated doors. There will be shapes on the windows of these doors to help students remember where to go. Teachers will be communicating with families which door their class will use. Dismissal will be staggered as well by class. Those in Excel will be picked up at their classroom by the Excel leaders.

We are unable to have parents/guardians in the building at this time. Please make sure that you have a designated spot that your child knows where to meet you after school. It is important that school pick ups are prompt and away from the entrances/exits of the building in order to help all students exit safely.

Recess

Recess will be 15 minutes long and staggered through the morning for each class (between 10:00-11:00 am).

Lunch

Lunch will also be on a staggered schedule. Students will have 30 minutes to eat in their classrooms and 30 minutes outside. The same lunch monitor with the same cohorts as much as possible.

Lunch A: 11:00am-12:00pm

Lunch C 12:00pm-1:00pm

Lunch B: 11:30am-12:30pm

Lunch D 12:30pm-1:30pm

Lunch E 1:00pm-2:00pm

****Teachers will be in touch with you about when your child's recess and lunch are scheduled.***

****Please have your child bring a full bottle of water each day in order to limit interactions in the hallway.***

****Please have items for recess/ lunch that your child is able to manage independently to avoid unnecessary handling by others.***

If a student becomes unwell during the school day:

- Student will be asked to wear a non-medical mask and be directed to a separate room in the office
- Supervising staff will wear a medical mask and maintain physical distancing
- A parent/guardian will be called to pick their child up from school
- The parent/guardian will be advised to call 811 to receive next steps from Public Health
- The areas used by the individual will immediately be sanitized
- If a COVID-19 case is identified, Public Health and HRCE will provide direction about communicating with families

Helpful links:

[**Cough and Sneeze Etiquette**](#)

[**Back to School FAQ**](#)

Thank you for all of your support. Our next update will include information about what the school day will look like.

**Kind Regards,
Portland Estates Elementary**