



KELSET Elementary School

1800 Forest Park Drive North Saanich, BC V8L 4B8

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August 26, 2020

Dear Parents and Guardians,

We are very much looking forward to seeing your child/ren in September and welcoming them back to the KELSET community. Please read over this letter carefully to make yourself aware of important information. If you have any questions, please do not hesitate to reach out to us via email or through the school office starting Monday, August 31st.

While we are very much looking forward to welcoming all students back to school, this is an unprecedented situation and school will look different for students. The purpose of this communication is to provide families with as much information as possible about our planning process. Please understand that this information may need to change and adjust to be responsive to the circumstances. We are committed to ensuring that you have timely information about any changes that may need to be made. Further information regarding supports for students impacted by immune suppression will be available to families early next week.

We request that you read the information below very carefully as it is critical to ensure a safe and organized September for all. Kindergarten Entry plans will be emailed to parents and guardians in a separate email by the end of day on Thursday, August 27th.

School Start up:

- Each student will attend an orientation in the first week on the following schedule:
 - Grade 1 and 2 students: Thursday, September 10--8:40-10:10 am
 - Grade 3 students: Thursday, September 10--12:30-2:00 pm
 - Grade 4 and 5 students: Friday, September 11--8:40-10:10 am
- ****Limited bus service will be provided *only* upon request for the orientation days. To request service, please email transportation@saanichschools.ca no later than **September 2nd**.**
- The purpose of the orientation day is to provide information about class placement and to review health and safety routines with students.
- We ask that parents/guardians please drop off their children **no more than 15 minutes early** and remain off the school grounds for health and safety reasons. There will be many adults outside to assist your child and to help in directing them to where they need to go. If you are driving your child to school, when you come into the school driveway, there will be adults to greet your child and direct them to check in. Playgrounds will be closed before school on these two days in order to support Health and Safety routines.
- Please have your child check in with an adult wearing a vest at the front of the school to find their cohort grouping. Staff will greet your child/ren and escort them to their assigned cohort area. Students will meet in cohort groups at the spider climber, the playground, or the buddy bench. Once the cohorts have assembled, students will be taken inside the school. Students do not need to bring supplies, backpacks or snacks during their orientation time on September 10/11.

- Students will be dismissed to the playground area at the back of the school. Please make sure that you have discussed a plan with your child so that they know where to meet you. Crosswalk supervision will occur on Thursday and Friday as per normal.
- If you would like to meet with school staff, please make an appointment through the school office, 250-655-4648.
- **Full school days and bus service will begin on Monday, September 14. If needed, please ensure that you have registered for the bus through the Saanich Schools website.**

Structure of the School Day

- There will be no changes to the beginning and end of the school day from previous years. The school schedule will be available on the district and/or school website.
- Students will remain with their assigned classroom for instructional time.
- Classes will be connected to create a learning cohort of under 60 students and staff.
- Recess and lunch breaks will be staggered to allow for greater distancing between cohorts. Play areas will be divided so that cohorts have separate spaces to enjoy their breaks.
- If students are taught by a staff member outside of their cohort, PPE and/or physical distancing will be used.

Health and Safety Routines

Administrative staff will share school specific Health and Safety routines and schedules with families early next week in the areas of:

- Hand washing and hand sanitizing
- Hallway movement directions and routines
- Entering into different doors and/or staggered times
- More information regarding daily health checks and other health and safety measures will be shared with families early next week
- Students will be given a colored wristband when they first arrive at school on Thursday or Friday. Students will wear these wristbands for the first one or two weeks so that they are able to recognize who is in their learning cohort; this will be especially important for new students or our younger students. As they become familiar with the routines and who is in their learning cohort, they will not need to wear the wristbands (unless they would like to). Classroom teachers may ask students to leave the wristbands at school each night or wear them home.

Action Items for Parents

- Review the above routines with your student
- Notify the school by Friday, August 28th if you have an alternative plan for your student (i.e Distributed Learning)
- If you require bus service for the orientation day (September 10/11) please contact transportation@saanichschools.ca by September 2nd.

We understand that the COVID pandemic has been extremely stressful for families and that there is significant apprehension regarding the start of school. We are committed to working alongside families and students to make this experience as positive and rewarding as possible. As always, we look forward to having students back at school learning and growing and having some fun along the way.

Sincerely,

Cathy Crocket-Moore and Leila Sinclair-Wise