

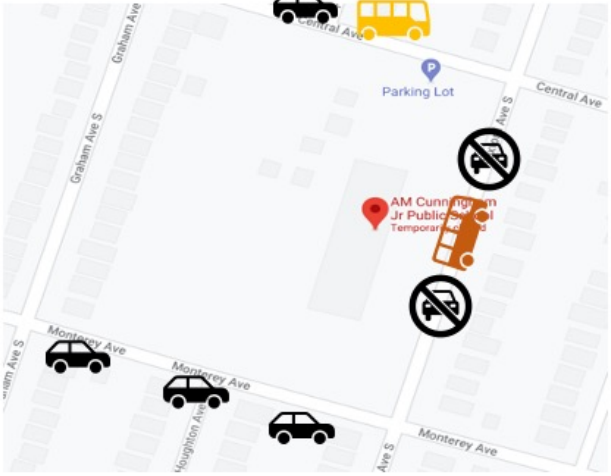
### Elementary School

#### Site Specific Plan and Routines for Parents\*

School Name: A M Cunningham

HWDSB Protocol and Requirements	AMC School Routines and Expectations
Student Registration	All student registration will be virtual. Parents/Guardians may contact the main office at <b>905 544 7771</b> or email <a href="mailto:amcunningham@hwdsb.on.ca">amcunningham@hwdsb.on.ca</a>
Parent Access to School	<p>Access to the school will be very limited for parents, volunteers and visitors. Contact the main office before coming to the school to speak with a staff member.</p> <p>Please make sure that your child has everything with them before they come to school. Dropping off lunches and forgotten items will be limited due to limited office access.</p> <p>If you are picking your child up from school before the dismissal time, please indicate in SchoolMessenger and please try and let the teacher know so we can have your child ready to meet you out the front of the school. Parents will not be waiting in the office to pick up their child.</p> <p>There will be NO volunteers in the school at this time, other than for the nutrition program.</p>
Parent Communication with School	<p>Continue to communicate with teachers and the principal(s) through phone and email. Contact the school at <b>905 544 7771</b> or email <a href="mailto:amcunningham@hwdsb.on.ca">amcunningham@hwdsb.on.ca</a> to speak with a teacher or principal.</p> <p>Contact the school to speak with a teacher or principal. <i>Ms J. George</i> <a href="mailto:jegeorge@hwdsb.on.ca">jegeorge@hwdsb.on.ca</a> Or 905 544-7771. <i>Our main office can be emailed at</i> <a href="mailto:amcunningham@hwdsb.on.ca">amcunningham@hwdsb.on.ca</a>.</p> <p>OR check of the School Website</p>
Bus loading and unloading	<p>School buses will unload at: <b>Central Avenue</b></p> <p>School buses will load at: <b>Front of the school</b></p>

\*parents, guardians, caregivers

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	<p><i>Students riding the bus will have a seating plan to ensure they are in their cohorts or with siblings. Masks must be worn on the bus for the duration of the ride.</i></p> <p><i>Late bus information is available at <a href="http://www.hamiltonschoolbus.ca">www.hamiltonschoolbus.ca</a></i></p>
School Parking Lot	<p><b>The AMC parking lot is for staff only.</b></p> <p>Most of our families live within walking distance of the school. Active transportation (walk/bike) is encouraged to reduce the amount of traffic at the start/end of the day.</p> <p>Students are welcome to bring <b>scooters and bikes with a LOCK</b> (there is a scooter rack located by the parking lot). They are not permitted in the building.</p> <p>Parents driving their children to school are encouraged to drop and walk at a location near to the school . Please note the parking signs as some areas alternate sides.</p>  <p>Please <b>do not</b> park on Wexford Avenue, or in the bus loading zone.</p> <p><i>See map</i></p>
Entry and Exit for Students	<p><b><u>Beginning of the Day</u></b></p> <p>Parents are asked to drop their children off at <b>the walkway on Central Ave or walkway on Monterey Avenue</b>. When students enter the school yard, they are to proceed directly to their designated class location marked with a pylon and sign with teacher's name. Classes will be space 2m apart.</p>

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	<p><u>We are asking that parents do not wait on the playground with their child, as teaching staff will be on duty at 8:35 am.</u> If your child is having a difficult time separating at drop off then please talk to your teacher and an alternate plan will be discussed.</p> <p>Teachers will meet their classes on the playground at 8:50 am and everyone will sanitize their hands before they enter the school.</p> <p><b><u>Lates</u></b> If your child is late they need to enter using the front door and be buzzed in. However, it will take time to move classes off the playground so every effort should be made to make it to the back playground in the morning!</p> <p><b><u>End of Day</u></b> At the end of the day at 3:10 pm, parents are welcome to enter the playground and wait on the blacktop. Students Gr.1- 5 will be dismissed to parents from their outdoor designated class location. Upon dismissal, students must leave school property in a timely fashion.</p> <p><u>Adults must wear face coverings while on school property and must adhere to physically distancing (2m) from other families/staff while on school property</u></p>
Movement Around the School	<p>Students will remain with their class cohort throughout the day. Students remain in their classrooms for most of the day. When moving about the school, students/classes will walk on the right side, maintaining physical distancing.</p>
Student Belongings	<p>Students will be allowed to visit their hooks after they have entered the classroom. This way it ensures that there is not a crowd of students in the hallway. The teacher will decide the best time for their class to go to their hooks.</p> <p>No shared use of lockers/hooks/cubbies. Students will keep work materials at their desks.</p>
Class Set Up	<p>A sink <b>or</b> hand sanitizer is available in all classrooms. Students must hand sanitize when they enter the classroom.</p> <p>Each student is assigned a work-space area that ensures distancing from others. All desks are forward facing. All required work materials are located at student's workspace (not to be shared with other students).</p>

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	There will be minimized use of shared materials. These must be cleaned before use by another student.
Outdoor Classrooms	Teachers are encouraged to take advantage of the green space at the school (weather permitting). Please ensure that your child arrives at school with appropriate clothing in the event that some classroom instruction happens outdoors.
FDK	<p>JK orientation/visits will happen on either September 10<sup>th</sup> or 11<sup>th</sup>. The classroom teachers will be contacting families and setting up a time for a JK visit.</p> <p><b>Entry</b>  JK/SK students will be dropped off at the gate of the Kindergarten play area. Students will come into the school and be brought directly into their classroom with the DECE. Students will sanitize their hands immediately upon entering the classroom.</p> <p>At the bell, the teacher will greet their class and everyone will hand sanitize before they enter the school. The doors for entry and exit are right off the Kindergarten area.</p> <p><b>Exit</b>  Children going to afterschool program will be picked up the YMCA prior to dismissal. Children that are being picked up will be dismissed at the gates where they entered in the morning by the classroom teacher.</p> <p>The students will be required to participate in outdoor play (rain or shine) so please send proper clothing and an extra set of clothes and shoes in case of an emergency. The outdoor times will be scheduled by classroom teachers where only one cohort will access the play area at one time.</p> <p>The Kindergarten rooms are equipped with their own bathroom and extra hand washing station.</p> <p>Toys will be kept to a minimum and sanitized between uses.</p>
PE, Music, Learning Commons	<p><b>Physical Education (PE)</b>  PE will take place outdoors as much as possible.  Classes may be held in the gym with cleaning of high touchpoints between classes.  Changerooms are closed.  There is no sharing of equipment between class cohorts.</p> <p><b>Music</b>  Singing takes place outdoors only.</p>

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	<b>Learning Commons</b> Learning Commons is not used by classes/students (no book exchange).
Nutrition Breaks	<b>Nutrition Break 1 – 10:30 – 11:10</b> <b>Nutrition Break 2 – 12:50 – 1:30</b>  Students eat in their classrooms at their workspace area. No sharing of food or beverages. Each class has a designated outdoor play area (2 m from other classes). Half the school will be out the first 20 minutes and then the second half of the school will be out for the second part of the nutrition break. If it is raining, then the students will be staying inside. Outdoor play spaces have been marked with <i>Pylons and spray paint</i> . Students may remove masks during outdoor play.
Washroom Use	Students will use washrooms closest to their classrooms. Occupancy limits will be posted outside washrooms. Markings outside washrooms for physical distancing of students awaiting entry. Students maintain physical distancing while in washrooms. Urinals and stalls: every other one marked off. Students may use hand dryers or paper towels.
Hydration Stations	Water fountains have been closed. Students use Hydration Station to fill labelled water bottle. Markings to ensure physical distancing in line up.
Clubs and Extracurriculars	Clubs and extracurriculars may only take place by a teacher directly connected with a class cohort. Cohorts will not be combined for extracurriculars No outside program providers will come into schools.
Nutrition Programs	All HWDSB Nutrition Programs are 'Grab and Go'. Food is delivered in bins to each classroom. Food sales have been suspended at this time.
Ill or Injured Students	Ill or injured students will wait in a separate supervised location. The school office will contact parents immediately to come to the school for pick up.
Mask Rules	All students must wear a non-medical mask or face covering on school busses and in the school. Contact Ms George <a href="mailto:jegeorge@hwdsb.on.ca">jegeorge@hwdsb.on.ca</a> if you have any concerns about your student wearing a mask/face covering.