

## Parkdale Elementary School

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

HWDSB Protocol and Requirements	School Routines and Expectations
Student Registration	All student registration will be virtual. Parents/Guardians may contact the main office at (905)545-6216 or email <a href="mailto:parkdale@hwdsb.on.ca">parkdale@hwdsb.on.ca</a>
<u>Screening</u>	Parents must support students in screening for COVID symptoms prior to coming to school each day. The school will provide a daily calendar log that must be completed each day.
Parent Access to School	Access to the school will be very limited for parents, volunteers and visitors. Please contact the main office before coming to the school to speak with a staff member to assist you.
Parent Communication with School	Continue to communicate with teachers and the principal(s) through phone and email. Contact the school at (905) 545-6216 or <a href="mailto:parkdale@hwdsb.on.ca">parkdale@hwdsb.on.ca</a> to speak with a teacher or the principal.
Bus loading and unloading	School buses will unload and load on Roxborough Ave. <i>Students will be assigned a seat on the bus and they must sit in their assigned seat every day. This includes both in the morning and at the end of the day. Students are required to wear a mask at all times on the bus.</i>
School Parking Lot	Active transportation (walking) is encouraged to reduce the amount of traffic at the start/end of the day. Parents driving their children to school are able to use the parking lot off of Roxborough Ave. The parking lot off of Glennie is for staff only. Please note that students must not walk across the parking lot alone and must be accompanied by an adult.
Entry and Exit for Students	When students enter the school yard, they are to proceed directly to their designated class location on the blacktop and line up. Each class location will be clearly marked with a pylon that has the class name (eg. FI 1A, 4/5A etc). Staff will be available to help students find their designated meeting place. Parent/guardians must stay on the sidewalks or wait on the field at all times. The blacktop is for staff and students only. Students/parents must physically distance (2m) from other families/staff at all times while on school property. Adults must wear face coverings while on school property.

	<p>At the end of the day, students K – Gr. 3 (unless bussing) will be dismissed directly to parents from their outdoor designated class zones.</p> <p>Upon dismissal, students must leave school property in a timely fashion.</p>
Movement Around the School	<p>Students will remain with their class cohort throughout the day. Subject specific teachers will travel to classes where possible to provide instruction.</p>
Student Belongings	<p>Shared use of hooks and cubbies may take place within a cohort or family.</p>
Class Set Up	<p>A sink or hand sanitizer is available in all classrooms.</p> <p>Each student is assigned a work-space area that ensures distancing from others.</p> <p>All desks are forward facing.</p> <p>Where tables are used, a physical divider (plexi) is used where available to separate students.</p> <p>Students may share learning materials with hand washing/sanitizing. These materials will be cleaned on a regular basis.</p>
Kindergarten	<p>Students in JK and SK are to be dropped off and picked up in the FDK play area off of Glennie Ave. Each classroom will develop their own classroom specific plan to support Nutrition Breaks. The DECE will support during Nutrition Breaks as well.</p> <p>The Kindergarten outdoor play area will be scheduled and shared by both Kindergarten classes. <i>Please note that plush toys are not permitted.</i></p>
PE, Music, Learning Commons	<p><b>Physical Education (PE)</b></p> <p>Where possible, PE will take place outdoors. Students are encouraged to come dressed in comfortable clothes and must be dressed for the weather.</p> <p>The gym will not be available until December due to the ongoing construction project to replace our boiler.</p> <p><b>Music</b></p> <p>Singing may take place indoors with students wearing masks.</p> <p><b>Learning Commons</b></p> <p>Learning Commons may be scheduled for one class at a time.</p>
Nutrition Breaks	<p>Students eat in their classrooms at their work space area.</p> <p>There is no sharing of food or beverages.</p> <p>Each class has a designated outdoor recess zone (2 m from other classes).</p> <p>Outdoor play spaces have been marked with spray paint.</p> <p>Students may remove their masks during outdoor play and need to have a plan for storing their mask (in a pocket or on a lanyard).</p>
Washroom Use	<p>Occupancy limits will be posted outside washrooms.</p> <p>Markings outside washrooms for physical distancing of students awaiting entry.</p> <p>Students maintain physical distancing while in washrooms.</p> <p>Urinals and stalls: every other one marked off.</p>
Hydration Stations	<p>Water fountains have been closed.</p>

	<p>Students use Hydration Stations to fill labelled water bottles.  Markings to ensure physical distancing in line up.  <i>Please send your child to school with a reusable water bottle.</i></p>
Clubs and Extracurriculars	<p>Clubs and extracurriculars may take place for mixed cohorts (masking and distancing required).  No outside program providers will come into schools.</p>
Nutrition Programs	<p>All Nutrition Programs are 'Grab and Go'.  Food is delivered in bins to each classroom.  Food sales (eg. Pizza days) have been suspended at this time.</p>
Ill or Injured Students	<p>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.</p>
Mask Rules	<p>All students must wear a non-medical mask or face covering on school buses and in the school. They must also wear their mask when arriving and leaving the school property and when lining up on the blacktop. Adults must wear a face covering while on school property. Contact (905) 545-6216 if you have any concerns about your student wearing a mask/face covering.  Masks will be provided to students who forget to bring one.</p>
Ventilation	<p>Parents may access information regarding ventilation at <a href="https://www.hwdsb.on.ca/about/school-renewal/ventilation/">https://www.hwdsb.on.ca/about/school-renewal/ventilation/</a></p>

\*parents, guardians, caregivers