

Ridgemount Elementary School 2021-22

Site Specific Plan and Routines for Parents and Guardians

HWDSB Protocol and Requirements	School Routines and Expectations
Student Registration	All student registration will be virtual. Parents/Guardians may contact the main office at 905 575 1535.
Parent Access to School	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.
Parent Communication with School	Continue to communicate with teachers and the principal(s) through phone and email. Contact the school at 905 575 1535 or by email at ridgemount@hwdsb.on.ca to speak with a teacher, principal or vice principal.
Bus loading and unloading	School buses will unload on Ronaldshay Ave. on the east side of the school and the school parking lot. School buses will load at the front of the School on Hester Street and in the school parking lot.
School Parking Lot	<i>For the safety of all of our students and staff and for bus loading and unloading The school parking lot will continue to be off limits to families dropping off students.</i> Active transportation (walk/bike) is encouraged to reduce the amount of traffic at the start/end of the day. Parents driving their children to school are encouraged to park on Ronaldshay Ave. in the designated stopping and parking zones and ensure that students safely cross the street and enter through the gates by the portable using the sidewalk.
Entry and Exit for Students	Parents are asked to drop their children off at the entry gates to the Kindergarten Area and the entry gate near the portable When students enter the school yard, they are to proceed directly to their designated class location (marked) and line up. Students/parents should maintain physical distance from other families/staff while on school property. Adults should wear face coverings while on school property in consideration of others.

	<p>At the end of the day, students K – Gr. 3 will be dismissed directly to parents from their outdoor designated class location and will leave through the gates by the portable and parking lot area. Students must use the sidewalk and not enter the parking lot for any reason. 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. Students remain in their classrooms throughout the day. Subject specific teachers will travel to classes to provide instruction. When moving about the school, students/classes will walk on the right side, maintaining physical distancing.</p>
Student Belongings	<p>Use of lockers/hooks/cubbies will ensure physical distancing. Students will keep work materials at their desks and are encouraged to only bring what they need as they will be keeping their backpack/lunches and other belongings with them at their desk are. Please provide a mask and a place to store masks when they are outside for recess (hip pack, pocket, safety lanyard etc.)</p>
Class Set Up	<p>A sink or hand sanitizer is available in all classrooms. Each student is assigned a work-space area that ensures distancing from others. All desks and tables are forward facing.</p>
FDK	<p><i>Students will enter at the gate in the Kindergarten area and will be supervised by staff to their designated areas. They are to wear masks and will practice handwashing/sanitizing and physical distancing while in the classroom. All efforts will be made to model and teach all of the necessary precautions. Students will be permitted to go outside for recess/play and will remain in their designated areas. At the end of the day students will be released to their parent/guardian one at a time from the Kindergarten pen and will exit through the designated gate.</i></p>
PE, Music, Learning Commons	<p>Physical Education (PE) Where possible, PE will take place outdoors. Classes may be held in the gym. Changerooms are open at the discretion of staff. Only one cohort at a time.</p> <p>Music Use of woodwind instruments with sanitation protocols in place. Singing is allowed in cohorts with masks on.</p> <p>Learning Commons Learning Commons can be used by one cohort at a time and library books can be exchanged.</p>
Nutrition Breaks	<p><i>All students will eat at 10:25am until 10:45am and then proceed to their designated area for 20 min of recess. The second nutrition break will take place at 12:45pm until 1:05pm (eating) and then students will</i></p>

	<p><i>go outside from 1:05-1:25pm where they will remain in their designated areas. Nutrition breaks are supervised by staff.</i></p> <p>Students eat in their classrooms at their work space area. We are encouraging litter less lunches please.</p> <p>No sharing of food or beverages.</p> <p>Each class has a designated outdoor play area.</p> <p>Outdoor play spaces have been marked with (<i>indicate school marking system- pylons, spray paint on grass, and on the blacktop.</i>)</p> <p>Students may remove masks during outdoor play. Masks are to be stored in pockets, hip packs or the designated individual paper bags in each classroom bin.</p> <p>With permission students may leave to go home for the 2nd Nutrition Break only.</p> <p>The swings, play structures and basketball nets will be off limits during both Nutrition Breaks</p>
Washroom Use	<p>Students will use washrooms closest to their classrooms.</p> <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> <p>Students may use hand dryers or paper towels.</p>
Hydration Stations	<p>Water fountains have been closed. Please send your child with an appropriate water bottle or container and be sure to label it.</p> <p>Students use Hydration Station to fill labelled water bottle.</p> <p>Markings to ensure physical distancing in line up.</p>
Clubs and Extracurriculars	<p>Clubs and extracurriculars may only take place by a teacher.</p> <p>No outside program providers will come in to schools.</p>
Nutrition Programs	<p>All Nutrition Programs are 'Grab and Go'.</p> <p>Food is delivered in bins to each classroom.</p> <p>Food sales 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/guardians 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 busses and in the school. Please provide this for your child or children along with a way to store the mask (pocket, hip pack etc.). If students do not have a mask one will be provided. Contact the school if you have any concerns about your student wearing a mask/face covering.</p>

Please contact the school at 905 5785 1535 or email at ridgemount@hwdsb.on.ca if you have any questions or concerns