

Rockton Elementary School

Site Specific Plan and Routines for Parents*

School Name: Rockton ES

HWDSB Protocol and Requirements	School Routines and Expectations
Student Registration	All student registration will be virtual. Parents/Guardians may contact the main office at 289-345-4555 or email rockton@hwdsb.on.ca .
<u>Screening</u>	<p>Parents must support students in screening for COVID symptoms prior to coming to school each day. Monitor HWDSB email updates to get more details.</p> <p>The school will provide a sign off document to be completed each day</p> <p>Students will have access to the screening tool on a device or with a paper copy and will be required to show proof of screening to their period one teacher daily.</p>
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 289-345-4555 to speak with a teacher, principal or vice principal.
Bus loading and unloading	<p>School buses will unload in the bus unloading zone directly in front of the school.</p> <p>School buses will load in the same location.</p>
School Parking Lot	<p>Parents driving their children to school are encouraged to drop and walk from the Kiss'n'Ride lane next to the bus unloading zone. Please use the marked crosswalks for safety reasons.</p> <p><i>The staff parking lot has a few available spots that can be used if the Kiss'n'Ride area is full.</i></p>
Entry and Exit for Students	<p>Parents are asked to drop their children off at the Kiss'n'Ride lane. Students are to proceed to the rear playground (around the Kindergarten pen).</p> <p>Students/parents must physically distance (2m) from other families/staff while on school property.</p> <p>Adults must wear face coverings while on school property.</p> <p>At the end of the school day (3:35 pm), students will board buses. Students who are getting picked up will wait near the front entrance until buses leave (approx. 3:42 pm). Students will use the</p>

	<p>crosswalk at the main entrance to access the Kiss'n'Ride lane and staff will help students locate their parents.</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 where possible 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 from students in other cohorts. Shared use of lockers/hooks/cubbies may take place within a cohort or family. Students will keep work materials at their desks.</p>
Class Set Up	<p>Hand sanitizer is available in all classrooms. A few classrooms have sinks for handwashing. Each student is assigned a work-space area that ensures distancing from others. All desks are forward facing. Where tables are used, use a physical divider (plexi) where available to separate students (optional). All required work materials are located at student's workspace. Students may share learning materials with hand washing/sanitizing. These materials will be cleaned on a regular basis.</p>
Kindergarten	<p><i>Parents may escort Kindergarten students to the gate of the kindergarten pen. Please wear face coverings and practice social distancing.</i> <i>No plush toys permitted.</i></p>
PE, Music, Learning Commons	<p>Physical Education (PE) Where possible, PE will take place outdoors. Classes may be held in the gym with cleaning of high touchpoints throughout the day. Change rooms are open to single cohorts with masking and distancing. Students are encouraged to come dressed in comfortable clothes</p> <p>Music Wind instruments may be used indoors with distancing. Singing may take place indoors with students wearing masks.</p> <p>Learning Commons Learning Commons may be scheduled for one class at a time (book exchange permitted).</p>

Nutrition Breaks	<p><i>Bell Times for 2021-22 have been posted to the school website. Grades 1 to 3/4 will spend the first 20 minutes of each nutrition break outdoors and will come back inside for the second portion (also 20 min) to eat. Grades 4 to 8 will eat first then move outside after 20 minutes.</i></p> <p>Students eat in their classrooms at their work space area. No sharing of food or beverages. Each class has a designated outdoor play area (2 m from other classes). Outdoor play spaces have been marked with <i>spray paint on the blacktop and grass.</i> Students may remove masks during outdoor play.</p>
Washroom Use	<p>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.</p>
Hydration Stations	<p>Water fountains have been closed. Students use Hydration Station to fill labelled water bottles. <u>PLEASE SEND A LABELLED, WATER BOTTLE</u> with your child. Markings to ensure physical distancing in line up.</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 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. Please make sure the office has updated contact information.</p>
Mask Rules	<p>All students must wear a non-medical mask or face covering on school buses and in the school. We suggest that students bring extra masks so they can change them as needed. Contact Mr. Clemens, Principal, if you have any concerns about your student wearing a mask/face covering (pclemens@hwdsb.on.ca). Masks will be provided to students who forget to bring one.</p>
Ventilation	<p>Parents may access information regarding ventilation at https://www.hwdsb.on.ca/about/school-renewal/ventilation/</p>

*parents, guardians, caregivers

