



HAROLD BISHOP ELEMENTARY

15670 - 104TH AVENUE, SURREY, BC, V4N 2J3

Principal: Ms. A. Keeper
Vice Principal: Mr. C. Naylor

Tel: (604) 581-6016
Fax: (604) 583-0904

May 26, 2020

Dear Parents and Caregivers of Harold Bishop students;

The time has come to communicate our plan for restarting in-class instruction June 1! This news may be a relief to some and stressful to others, and I can tell you that our school staff feel the same way. I want to reassure you that we are putting all of the required health and safety protocols into place as we speak - cleaning protocols, room and hallway arrangement protocols, and social distancing protocols. Here is a breakdown of our plan to keep everyone safe at Harold Bishop.

HEALTH & SAFETY CONSIDERATIONS:

1. Parents and caregivers have a responsibility to assess their children DAILY BEFORE SENDING THEM TO SCHOOL. No person exhibiting symptoms of the common cold, influenza, COVID-19 or other infectious respiratory disease shall be permitted to enter the school building or any District site.

Parents and Caregivers are expected to use the COVID-19 self-assessment tool to determine if their child/ren is healthy enough to come to school. We recommend bookmarking this page on your device for easy access: <https://bc.thrive.health/covid19/en> Alternatively, you could call the Health Help Line at 8-1-1 if you are unsure.

2. Anyone who has travelled outside Canada in the last 14 days OR were identified as a close contact of a confirmed case or outbreak MUST STAY HOME AND SELF-ISOLATE for 14 days - students included.
3. If a student experiences any symptoms BEFORE attending school, parents or caregivers MUST KEEP THEM AT HOME until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases AND their symptoms are no longer present.

If a student experiences any symptoms WHILE AT SCHOOL, they will be isolated with supervision immediately and parents/caregivers will be notified. The student MUST BE PICKED UP as soon as possible - we will not be able to keep them at school till the end of the day.

The general guidelines are that IF a student or staff member is CONFIRMED as having COVID-19, they must remain at home for a MINIMUM of 14 days AND the symptoms have cleared up. If it is NOT COVID-19, they must stay at home until the symptoms have cleared up. In this event, the Center for Disease Control will be in contact with the school and will advise further actions.

4. Currently, schools are CLOSED TO THE PUBLIC. This means that parents and caregivers will not have access to the building and should not enter the classrooms. If you need to speak to your child's teacher, you may call the school or email the teacher directly to set up an appointment. The school office will be open for business, but we will continue to use the office window to the left of the front doors for in person communication. We need to limit the amount of contact we have with others at this time.
5. Being closed to the public, unfortunately, also means parents and caregivers will not be able to simply drop off lunches or other items to students as before. Please send your child's lunch with them each morning, as well as any other materials they may need at school.
6. If you are permitted by the Principal or Vice-Principal to be in the building to attend a meeting, you must follow the hand-washing and physical distancing requirements.
7. Children and staff will be following rigorous hand-washing and physical distancing protocols. Children and staff are required to wash their hands when they enter the building and before they go home; before and after any breaks or eating or drinking (recess, lunch); before and after inside/outside transitions; after using the washroom; after contact with body fluids (sneezing/coughing into hands); after handling any common items, such as resources, equipment or pets; and whenever hands are visibly dirty.

Further to this, student hand-washing will be largely monitored - every classroom has a sink, soap and paper towels, and the majority of hand-washing will happen in the classroom under the supervision of the teacher. Teachers will also focus on the education of the hand-washing - how to's, the why's etc. It will just become part of the "new normal" in our daily routines at school.

Classroom teachers will be ensuring the students are able to physically distance themselves while in the classroom. To assist with this, only up to 50% of the student body is permitted to attend school at any one time, which will be achieved through the schedule put into place. Students will only use the hallway to go to the washroom or if they need to bring something to the office; otherwise, they will either be in their classroom or outside. We anticipate much of the learning can happen outside as the weather continues to improve, making distancing even more possible. When lining up, students will be asked to stand on "X's" outside to help them remain distant.

8. We now have a daytime custodian, and his main role is to sanitize all high touch areas during the day, and our night time custodians do a deeper clean and sanitization every night. Additionally, Wednesdays are now set aside as a day to also clean and sanitize all areas of the school as well.

We are also discouraging the sharing of community items in classrooms. Children should have their own “set” of items to use, and if there are instances where items need to be shared (ie. Devices, toys), then hand-washing will happen before and after, and those items will also be cleaned by staff. Paper products do not appear to pose any issues.

SCHEDULING OF IN-CLASS INSTRUCTION, as of June 1, 2020:

Monday	Tuesday	Wednesday	Thursday	Friday
K-6 Group A	K-6 Group B	Cleaning	K-7 Group A (no 6's)	K-7 Group B (no 6's)
ESW	ESW	ESW	ESW	ESW
SEL/H&S/Activity/ Inquiry Projects/Play	SEL/H&S/Activity/ Inquiry Projects/Play	SEL/H&S/Activity/ Inquiry Projects/Play	SEL/H&S/Activity/ Inquiry Projects/Play	SEL/H&S/Activity/ Inquiry Projects/Play

- All students will be split into Groups A and B.
- Kindergarten to Grade 5: Group A will attend school Mondays and Thursdays, Group B will attend Tuesdays and Fridays.
- Grade 6's: Group A attends Mondays, Group B attends Tuesdays.
*Note: Grade 6 students in a Gr. 5/6 combined class will attend 2x per week.
- Grade 7's: Group A attends Thursdays, Group B attends Fridays.
- Children of Essential Services Workers, including children of people who work in any School District, **attend all 5 days.**
- On Wednesdays, only ESW's children attend and are supervised by our CUPE staff - no teachers will be on site on Wednesdays, to allow for deeper cleaning and sanitization of the school.
- Your child's teacher will tell you which Group your child is in. We will put families into the same Groups to attend the same days where possible.

- School days will be 8:30 am to 2:30 pm, and RECESS AND LUNCH TIMES WILL BE STAGGERED - some classes will go outside at 11:30-12:00 and eat from 12-12:15, some will eat at 11:50-12:05 and go outside at 12:05-12:35. Recess times will also be staggered, with some students going out at 9:55-10:10 and the rest going at 10:15-10:30.
- On-line (remote) learning will still be ongoing, with teachers checking in and providing educational activities to be completed at home. This is because school attendance is “optional”, so we must ensure equity of instruction for those students learning from home. Classroom teachers may provide support with the on-line activities to the students who attend classes in addition to supplementary activities planned.

MOVING FORWARD:

As you can see, this is quite different than school as we have known it, and we are taking EVERY precaution to ensure students and staff and their families remain safe and well.

As mentioned, school attendance is optional at this time; teachers will be continuing the on-line learning programs they set up back in the end of March and beginning of April. Please ensure you either complete the survey sent home or **let your child’s teacher know if you are NOT planning to send your child/ren to school in June**. This way, our clerks will not call you to do our safety checks. Also, if your child/ren are attending, please continue to notify the office when they will be absent for any reason.

Please continue to monitor the school alerts and Harold Bishop website for pertinent information, and please continue to communicate with your child’s teacher. We are still in business to support learning, and we are very committed to your children.

If you are moving OR if you have relevant information necessary for placement of your child/ren into classes for next year, please complete the form that was posted on our website earlier. You will find it under “Announcements” and it is due to our office by **June 4**. And of course, if you haven’t already done so, please pick up your child’s school supplies and classroom belongings! Teachers have packed everything up and they are waiting for you in the gym this week - simply go to the BACK gym doors on Tuesday or Wednesday and our staff will help you.

These are unprecedented times, and I have full confidence in the measures we are taking in our District and at our school, as well as in our staff. We hope to see some happy faces in our classrooms again starting June 1!

Please contact our school office if you have any questions or concerns, and as always, take good care out there!

Sincerely,

Ms. A. Keeper
Principal