



École Capitol Hill Elementary

350 S. Holdom Avenue, Burnaby, B.C., V5B 3V1 Phone: 604-296-9006

September 11, 2020

Good Afternoon Parents/Guardians:

Welcome back everyone! Thank you to all of our families for your patience as we begin our school year. These are truly unprecedented times for all of us. Students will have had their one-hour orientation with their new classroom teacher by the end of the day. Grade 1-7 students will begin to attend school full days on Monday, September 14th. Kindergarten student will begin a gradual entry plan on Tuesday, September 14th. The following are a number of Health and Safety protocols that will be in place, specific to Capitol Hill Elementary:

- Staggered Start and Dismissal Times:** We have classes with staggered start and dismissal times to allow for physical distancing when entering and exiting the building. Please see below for your child’s schedule (to begin on Monday, September 14th for Grade 1 – 7 students):

Capitol Hill 2020/2021 Daily Schedule

Classes: Armstrong – Div. 9 Botic – Div. 6 Bovell – div. 5 Brancati – Div.14 Geddes – Div. 7 Graafen – Div. 11 Karvelis – Div. 8 Sewell – Div.10	Classes: Chu – Div.1 DeLuca – Div.15 Gaitens – Div. 3 Jeffery – Div. 4 Lieu – Div. 13 Makarowski – Div. 2 Nesbitt – Div.12 Quin – Div.16
Start 8:45	Start 9:00
Recess 10:15-10:30	Recess 10:45-11:00
Lunch 11:45-12:00/12:30	Lunch 12:15-12:30/1:00
Dismissal 2:35	Dismissal 2:50

- Daily Health Checks:** When parents/guardians accompany child(ren) to school, or when your child(ren) arrive(s) unattended at the school, you or your child will be asked the following questions each day prior to being admitted by your teacher. **Parents will complete this health check daily with their child(ren) before drop-off.**
 1. Does your child have a cough?
 2. Does your child have congestion?
 3. Does your child have nasal drip?
 4. Is your child experiencing nausea, vomiting and/or diarrhea?
 5. Is anyone in your household ill?
- Lunch Break:** Students will eat their lunches in their classrooms and will have a 15 minute time period to eat their lunches. Students should be taking home all of their wrappers, leftovers and garbage. All students will have a 30-minute outdoor lunch break in a designated area on the school grounds.

- **Hot Lunch program:** Envelopes for September will have gone out to families by the end of this week. The envelopes are due back by Monday (September 14th). Hot lunch meals will begin to be served starting on **Monday, September 21st**. Our kitchen staff will be following all health and safety protocols. As well, because of this, unfortunately we will not be able to have student helpers for the lunch program.
- **Outside Breaks:** Teachers will have the opportunity to take their classes outside at any time of the day, excluding the lunch blocks.
- **Hand Sanitizer and Hand Washing:** Once students enter the classroom they will be expected to wash their hands. Students are welcome to bring their own sanitizer as long as it is unscented. A few classrooms have no sinks so those classes will be provided hand sanitizer. Students from those classes will go to washrooms to wash their hands. Hands should be washed several times throughout the day.
- **Masks Update:** Masks should be worn by all staff when outside their learning group and in common areas like hallways, learning commons etc. Students from Kindergarten to Grade 5 are not required to wear masks but are welcome to if they choose. Students must follow the physical distancing guidelines when they are in the hallways or washrooms. All grade 6 and 7 students must wear a mask when in the hallways or washrooms. The district will be providing 2 masks per student.
- **Washroom Access:** There will be a maximum of two students in each washroom at any given time. There will be a card system to follow that will be introduced to students by classroom teachers.
- **Isolation Room:** Any student displaying signs of illness (cough, sneezing, sniffles, runny nose, fever etc.) will be directed to the Isolation Room. Parents will then be contacted and asked to pick their child up immediately
- **Library/Music/PE:** Will continue with physical distancing measures in place, if required, based on their Learning Groups
- **School Supplies:** Students will not be sharing supplies. They must provide their own supplies and they will be stored at their desk or in a designated area determined by the teacher.

If you have any questions or would like further clarification please contact me at our school office at 604 296-9006.

Respectfully,

Mr. W. Kanno
Principal