



Tantallon Senior Elementary
School Website: <https://tae.hrce.ca>
Twitter: @TantallonSrElem
Phone: (902) 826-1200

Principal: Grant Davy
Vice Principal: Jeannie Miller
Admin Assistant: Sarah Morris
Guidance: Shanta Thibault

September 1, 2020

Dear TES Families,

I hope you all had a wonderful summer. It has been a long time since our returning children have entered our building and the first time for many of our students. I want to welcome everyone back to the beginning of a new school year; one that has been unlike any other I have ever experienced.

As we are getting ready for the start of this new school year, we have a number of new changes that will become our “new normal” for the time being, in order to follow the directives of the Nova Scotia’s Chief Public Health Officer and Provincial Department of Education (EECD) *Back to School Plan*. Please read these changes carefully so that you are familiar with the new protocols implemented, and can talk with your child about these changes. These new changes are in place to protect the health and welfare of our students, staff, and school community and while they are not what we are used to, they are necessary. As a staff, we will spend time with your children familiarizing them with the strategies and processes put in place at the school level so that everyone is on the same page.

We have a shared responsibility among all of us (staff, TSE families and students) to work together with the priority being the health and safety of us all. Shared action = shared health!

Following the NS public health directives will allow our school to be in a better position to remain open, and keep students, staff, and community healthy and safe. We look to your partnership in helping us be vigilant to keep our students safe and healthy. We are very excited to welcome our students new and returning, back to school!

We understand that this framework is not a “one size fits all” and that the plan may need to be adapted to fit student’s individual needs. This is a fluid framework from where we will begin our journey together.

Everyone is feeling some anxiousness...you are not alone. Our job together is to make sure our students feel comfortable coming back, to keep them safe, and to minimise as much of their worries as possible. We are all in this together!

If you have any questions, please feel free to reach out to any of us and we will do our best to assist you.

See you soon!

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Update Contact Information:

Families will need to provide updated contact/address information so we have the current information on file. It is important that this be updated **during the first week of school**, in case of an emergency or school closure. Having current phone numbers and email addresses is vital.

Visitors:

Due to the NS Public Health order, we are limiting entrance into the school to staff and students only. This means parents, volunteers, community partnerships will not be able to enter the school building at this time.

Communication:

Families are reminded to contact your child's teacher by email if you have any questions, information to share, or concerns. Meetings (such as Home & School, School Advisory Council & Parent-Teacher Meetings) may take place virtually. Teachers will continue to reach out to you as it relates to your child's education and well-being. We encourage you to communicate regularly with the school and your child's teachers. School updates will be sent out regularly through alert (email and phone), school website, and Twitter. **Please make sure the school has updated email and phone numbers so you receive all electronic updates.**

Parking:

Only Tantallon Senior staff will be permitted to use our school parking lot, and there will be no external guests using this space. Family picking up students at the end of the day can park down near the basketball courts to pick up their child who will be exiting from the rear doors.

Arrival Procedures

Walkers/Drop-Off Students

Students will begin to arrive at 8:20 am and come in through the front doors and maintain physical distance. Families who drop off their children by vehicle will do so following our drop off system. (See Attached). All students will physically distance when coming into the school and sanitize their hands upon entry. Our Grade 4 and 5 students will put their masks on prior to entering the school as masks are mandatory for them. Staff will actively supervise students when entering the building while classroom teachers are in classrooms awaiting.

In order to follow health and safety protocols, students are not permitted to be on school grounds before 8:20am, as there will be no supervision or entry into the school until 8:20am; and there is to be no gathering or congregating outside.

Bus Students

Students will begin to arrive at 8:20 am and come in through the front doors. Students will keep their masks on while unloading the buses. Buses will be unloaded one at a time and there will be markers on the ground to help students physically distance while coming off the bus and entering into the building. For bus students, we are asking that they keep their masks on until arriving to their homeroom classroom. At that point, if they are in Grades 2 or 3 (and not in a combined 3/4 class), they can take their masks off.

Parents are asked to not come onto school grounds as it prevents students from physically distancing while outside. Parents can drop off their children from the "drop and go spot at the front of our school.



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Dismissal

Walkers/Pick-Up Students

Walking students/pick-up students will be dismissed at 2:35 pm and exit through the back doors of the school by the basketball court. All parents/guardians are asked to maintain physical distancing while waiting for your child to exit the building. Once you have your child, we ask that you leave the school grounds as quickly as possible to help us prepare for Bus Dismissal.

Bus Students

Students will be called down one bus at a time and will be asked to come to the front doors of the building to load the bus. When leaving the classroom, we ask that all bus students put their masks on so that there is no stopping to do so while loading the bus and that they maintain physical distance from students from other classes. With 12 buses to load, we have to be precise with getting the students safely onto their bus. Busses may be late dropping off students, especially at the beginning of the school year.

Early Pick Up From School

If you need to pick up your child early from school, please let the homeroom teacher and the office know in advance so that we can have your child ready for you for pick up. Since parents/guardians are not permitted to enter the school at this time, we will be waiting at the front door with your child. Parents/guardians can park at the drop off spot in front of the school. We will send your child out to you; there will be no need to exit your vehicle unless you want to meet your child as they exit the doors.

Recess:

Students will go outside with their teacher at their scheduled time to play in their designated play zone for that day. Play zones will rotate so students get to use all the areas. We need to limit physical interaction and the use of equipment during this time.

Lunch:

Lunch time will be staggered into two shifts of lunches to allow for distancing and reduce the cohort sizes.

Students will need to bring a packed lunch daily (that does not require heating and can be eaten at the desk - with whatever utensils or tools they need). **This lunch needs to come with them in the morning upon arrival. Students are also encouraged to bring one or two filled water bottles from home.**

We are asking that you do your best to provide wasteless lunches this year. Everything that comes in with the lunch will go home in their lunch bag and can be discarded and sorted at home.

Since parents/guardians are not permitted in the building, lunches need to be sent in the morning with students. Students will have approximately 30 minutes inside and 30 minutes outside for playtime during their designated lunch time. This will be supervised by lunch monitors. If you are interested in being a lunch monitor, please update your Criminal Record Check with a Vulnerable Sector Check along with a Child Abuse Registry Search and email us for an application at tantallon@hrce.ca. We would love to have you join our team!

Cafeteria

Our school cafeteria provider, Chartwells, will not be opening for until September 28th. Ordering procedures will be communicated at a later date once we have had the conversation with Chartwells to review menu selections and safety protocols.



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School Supplies:

Teachers will let families know what supplies are needed weekly or bi-weekly so that students are bringing in the right supplies needed. Please do not send your students with all of the supplies you purchased on the first day as supplies must travel back and forth each day with the students. Please note students will still require a backpack, lunch bag (with a lunch that does not require heating and can be eaten at the desk), and (filled) water bottle each day. Indoor shoes are welcome but not required at this time. All supplies and belongings (shoes, coats/clothing, etc) need to be taken home at the end of each school day. It would be helpful to have a kit box for individual supply storage that is not too heavy for backpacks. Keep it minimal!

Water Coolers/Fountains:

We recommended students bring a filled water bottle each day to reduce the sharing of water sources in the school as well as limit interactions among cohorts and social gatherings. Sending your child with a full water bottle(s) in the morning is greatly appreciated.

Traffic Flow in the Building:

Students will need to follow direction signs for two-way and one-way areas, while walking within the building. There are lots of new visuals throughout the building (see appendix) to support these kinds of changes. Teachers will model and practice appropriate directions with classes so they are familiar with the expectation. There are also areas with occupancy rates including the washrooms. We will be spending a lot of time in early September teaching students these new norms that allow them to follow these new procedures and processes.

Face masks:

All students (Grade 2 to Grade 5) will be required to wear a mask when travelling on the school bus.

When at school, all students in Grade 4 and 5 (including Grade 3 students in a combined class with Grade 4s) will be required to wear a mask. Children in Grade 2 and Grade 3 are not required to wear a mask in school, but may choose to do so if that is the parent/guardians wish. Students must wear their masks (including in hallways and other common areas) when they are unable to physically distance by 2 metres. If students can be seated two metres apart, facing the same direction, they may remove their mask while at their desk.

Masks can be removed when students are eating and drinking or taking part in indoor physical activity when a mask cannot be worn. Masks are not required during outdoor activities. We will provide each student with two cloth face masks on the first day of school. We will also have a supply on hand if a child forgets or loses one during the day. We will be providing a break away lanyard with clips to hold the masks for them when outside/not needed once the shipment arrives at school.

Public Health has encouraged all of us to socialize the wearing of masks as a measure to protect our collective health. Here is a link to a video that you can watch with your children before the first day of school:

<https://www.canada.ca/en/public-health/services/video/covid-19-wear-non-medical-mask-face-covering-properly.html>

Masks should be labelled with the child's name. Staff will also be wearing masks in common areas and in classrooms when physical distancing cannot be met.



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Physically Distancing:

Students are required to physically space themselves (2 meters apart) when lining up and walking in the hallways and playing on school grounds. Visuals on the floors will support this (see appendix). Please practice what that looks like with your child/ren in different settings while out in the community so they experience this before attending school.

Sharing:

Students will not be able to share any items, toys or food. This includes not sharing typically shared classroom materials including Kleenex boxes, and school supplies such as sharpeners. Our new normal, for now, is **"Caring is not sharing"**. Please have a conversation and regularly remind your child before school.

Monitoring Symptoms:

Families will need to monitor their child/ren each morning before attending school. Please use the COVID symptom checklist attached (also located on our website <https://tae.hrce.ca>), and check for symptoms before your child leaves for school each day. *We have a shared responsibility to keep our students safe and healthy which will allow our school to stay open.* **Do not send students to school if they have any of the symptoms listed (even mild symptoms) and call 811 immediately, so public health can advise next steps.**

Illnesses at School:

If students become ill at school, the student will be masked and isolated and parents/guardians will be called immediately to pick up their child. If we cannot get a hold of Parent 1 or Parent 2 contact, we will then call the Emergency Contact to pick up your child. **(It is very important to ensure that your contact information and other emergency contacts for your child are kept up to date with the school during the school year).**

You are then responsible to call 811 and follow the direction given by Public Health. If 811 directs you to have your child tested for COVID-19, your child would only return to school after having tested negative and Public Health advises. HRCE and our school would work closely with Public Health on any situations like this that arise.

Hand Washing/Sanitizing:

Students will be regularly washing/sanitizing their hands. They will wash/sanitize their hands every time they enter the building or a new room. Students will wash/sanitize their hands before and after eating. Additionally, student desks will be cleaned twice daily by the custodial staff while students are not in the classroom. Please see the appendix for the visual that shows proper handwashing techniques to practice with your child/ren. Although they will frequently use hand sanitizer, they will also be expected to regularly wash their hands throughout the day.

Specialist Classes:

(Music, French, Library, Phys Ed)

Music, French and Library teachers will travel to teach students in their cohort classroom learning environment to minimize travel of students and prevent line-ups and congestion in hallways. Phys Ed will regularly take place outside when possible and in the gym to encourage physical movement and support our students' well-being. Activities will be modified to follow Public Health and EECD protocols.

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Classroom Furniture:

Classes will be reorganized to eliminate/store extra furniture and create open spaces to allow for increased physical distancing between students.

Breakfast Program:

Students will have breakfast program snacks available to them upon entering the building in the morning. Staff will be handing pre-packaged snacks to students if they would like one. They will then take it to their classroom and can eat it at that time.

Emergency Drills:

Using health and safety protocols, we will still be holding our practice emergency drills so students know what to do and practice the procedures needed during an emergency.

Intramurals/Extracurricular Activities/Field Trips:

We know how much students and their families value the opportunities to participate in extra-curricular activities, however these types of activities will not be permitted until further notice.

Outdoor Learning Environment:

Students will have frequent opportunities to go outside for movement breaks and students will also have learning opportunities outside. We will be exploring the idea of having parental permission for the whole first term to take classes to neighbouring spaces in our community within walking distance to maximize outdoor learning time.

Bussing:

Bus Planner will communicate any updates or changes to bussing. Masks are mandatory on buses for all students.

Childcare

The EXCEL Before and After School program is operating. EXCEL will be communicating directly with registered families.

In Closing:

We encourage all Tantallon Senior Elementary community members to stay regularly connected to be informed of ongoing changes that will take place as we learn this “new normal” together. Thank you for your partnership and support in making this unique back-to-school a safe and successful experience for all students, staff and families. Please see the attached appendix for visuals that your child/ren will become very familiar with at school. Stay tuned for updates from your child(ren)’s teachers, the school administration, and on our school social media:

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1)



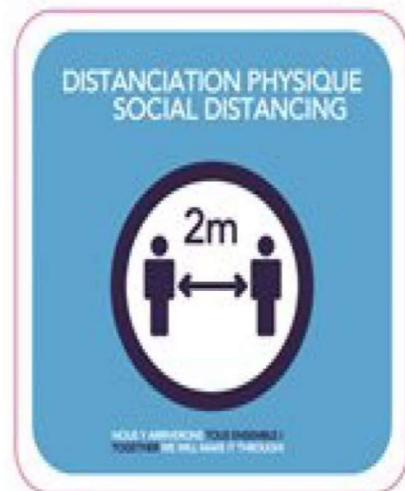
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3)



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5)

PHYSICAL DISTANCING
ÉLOIGNEMENT PHYSIQUE

2m/6ft
2 m / 6 pi

Keep 2 metres/6 feet away from others
Restez à 2 mètres ou 6 pieds les uns des autres

novascotia.ca/coronavirus
novascotia.ca/coronavirus/fr

6)

PROPER HAND WASHING

Washing your hands frequently with soap and water is the best way to reduce the spread of germs.

1

Wet your hands with warm running water

2

Add soap and scrub for 15-20 seconds

3

Wash backs, thumbs, between fingers, and under nails

4

Rinse off soap under running water

5

Dry your hands with a clean towel

6

Turn off tap with a towel

When soap and water are not available, alcohol-based hand sanitizers can be used if hands are not visibly soiled.

7)

Cough and Sneeze Etiquette

Cover coughs and sneezes with a tissue.

Throw the used tissue in the garbage and wash your hands or use an alcohol-based hand rub immediately.

If you don't have a tissue, cough and sneeze into your elbow, not your hand. Wash your hands or use an alcohol-based hand rub immediately.

Avoid touching your eyes, nose and mouth.

If you need to touch your face, wash your hands first.

novascotia.ca/coronavirus

8)

MAXIMUM OCCUPANCY
OCCUPATION MAXIMALE

Ain de protéger le public et nos employés contre la propagation de la COVID-19, nous limitons le nombre de personnes pouvant occuper cet espace.

In an effort to protect students and staff from the spread of COVID-19, we are limiting the number of people in this space.

MAXIMUM OCCUPANCY
OCCUPATION MAXIMALE

novascotia.ca/coronavirus
novascotia.ca/coronavirus/fr



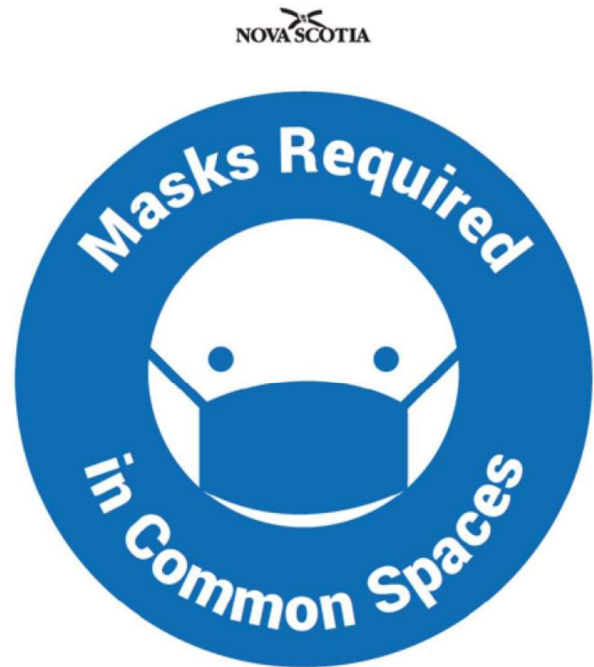
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9) How to Wear a Mask



10) Face Masks Required



11) Up Only, Down Only Stairwell signs

