



# W.P. Bate Community School

## SEPTEMBER 2020

2515 18th Street West, Saskatoon, SK, S7M 4A9 Phone (306) 683-7510 Fax (306) 657-3943  
Email: [W.P. Bate@spsd.sk.ca](mailto:W.P. Bate@spsd.sk.ca)

### Principal :

Mrs. Stacey Salter

### Vice Principal:

Mrs. Jamie Prokopchuk

### Community Coordinator :

Mrs. Shelly Fedrau

### Administrative Assistant :

Mrs. Bonnie Phillpot

### Superintendent :

Mr. Paul Janzen

### Trustee:

Mr. Vernon Linklater

### Attendance

Please call the school at 306-683-7510 to report your child's absence or leave a message on our 24 hour voice message system.

**You can also text the school at 1-306-500-6671.**

### School Day

8:40 a.m. First bell rings

8:45 a.m. Second bell rings and classes begin

10:25 a.m. to 10:40 a.m.  
Morning Recess

11:32 a.m. to 12:17 p.m. LUNCH

2:00 p.m. to 2:15 p.m.  
Afternoon Recess

3:05 p.m. Classes dismissed

### Hertz Bus

Bus Info Hotline  
(306) 374-4777



<http://www.hertznorthernbus.com/>

Find up to date information on Saskatoon Public Schools on Facebook [https://](https://www.facebook.com/SaskatoonPublicSchools)

[www.facebook.com/SaskatoonPublicSchools](https://www.facebook.com/SaskatoonPublicSchools)

## Administrators' Message

We want to take this time and welcome you back to another school year at W. P. Bate. I am the new school principal and am very excited to be a part of this community and school team. I am excited to be working alongside with the Vice Principal, Ms. Jamie Prokopchuk. Although this year will be very different from years past, we are excited to see students back in the school and continue the learning. We want to extend a welcome to those who are new to our school, both students and staff. Welcome to our team!

There will certainly be some changes this year that will take getting used to, but we feel confident we will work through these challenges together. Our teachers are working on creating a safe learning environment within their classrooms to welcome your child back into. Safety measures are being taken and considered for every area of the school to ensure your child is comfortable being back at school. As support, please have conversations with your child to help them understand the adults in our building will support them and see safety as a priority. Please remember to keep in contact with your child's teacher if there are concerns throughout the year through email or phone calls. We will work together to provide your child with the assurance they need to feel comfortable at school and ready to learn.

**As a reminder, please be sure that you keep your contact information up to date at the office. This will be very helpful if we ever need to get a hold of you should your child not be feeling well.**

The remainder of this email will serve as our School Communication Plan. It will outline the safety measures we will have in place for the start of school. In addition, a staff member from the school will be contacting each family over the next week to welcome you back, ease your concerns, and inquire about your plans for returning to school. Going forward, if you have any questions, please feel free to email at [w.p.bateschool@spsd.sk.ca](mailto:w.p.bateschool@spsd.sk.ca) or call the school at 306 683 7510.

We look forward to a great year of learning at W. P. Bate School!

Mrs. S. Salter  
Principal

**At W.P. Bate - We Believe - We achieve together!**

## **Parent and Caregiver Reopening Handbook**

<https://www.spsd.sk.ca/division/reportsandpublications/Documents/Parent%20and%20Caregiver%20Reopening%20Handbook.pdf>

Saskatoon Public Schools has posted a link to the Parent and Caregiver Reopening Handbook which will be continually updated when more information has been made available. This information will provide general information on Saskatoon Public Schools Reopening Plan. This handbook provides detailed information on many important topics including: Safety Precautions, Curriculum and Assessment, Support Services, Food and Nutrition Programs, Facilities, and Students. The guidelines of the Parent Handbook will be adhered to by our school, along with elements specific to our school.

The following information represents our school-specific plan for a safe return to school at W. P. Bate. Please note that the plan is subject to change at any time based on direction from Saskatchewan's Chief Medical Health Officer. Changes will be communicated as they occur.

### **Safety Precautions**

#### Self-isolation and Self-monitoring

Self-monitoring is paying attention to your health and identifying any symptoms of illness. The Government of Saskatchewan recommends everyone to self-monitor. If you begin displaying symptoms, you should self-isolate and contact HealthLine 811 for directions for testing.

Self-isolation is required if you have been diagnosed for COVID-19, recently returned from travelling internationally, or had close contact with someone who has a confirmed diagnosis of COVID-19. If you are experiencing cold or flu-like symptoms, contact HealthLine 811. You may be told to self-isolate, which means stay at home until you receive the results of your test. You are also asked to continue to monitor yourself for symptoms, avoid all contact with others, and follow local public health authority advice. If you have COVID-19, you must isolate until you have medical confirmation that you are illness-free.



**If your child is experiencing any of the symptoms potentially related to Covid-19 please do not send them to school.** Rather, call the office at 306 683 7510 to inform them your child will be staying home for this reason. By calling 811 you will get direction on your next steps

## **Parent Access to the School**

We kindly ask that parents refrain from entering the school as much as possible. **Parents/caregivers are encouraged to contact the main office (306 683 7510) to make an appointment if they need to come to the school. At this point, we request that this occur only if absolutely necessary.** This will greatly limit the number of people in our building and will support the health of our students and staff. Upon receiving an appointment, you will need to answer the health-related questions using your smartphone by scanning the QR code posted on our front door. You will need to wear a mask (one can be provided for you if you don't have one) and use the hand sanitizer at the front door. Paper copies of the health-related questions will be made available, if needed.

## **Communication Methods**

There may be times you need to communicate with the school. Your child's classroom teacher will provide their email to you in a newsletter sent home at the beginning of the year. Our administrative assistant will happily take your phone call at 306 683 7510. Administration can be reached by calling the front office. As well, arrangements can be made for administration or teachers to meet you on the front lawn for a conversation. We want you to feel you can reach out to us if you need.

## **Isolation Space**

If your child displays any symptoms that could be Covid-19 related, they will be immediately taken to an Isolation Space. We have identified the Family Room in the senior hallway as our Isolation Space. At that time, your child will be given a mask to wear if they don't already have one on. A designated adult wearing a mask, gloves, and face shield will then stay with your child while you are called to come to pick up your child. The adult will escort your child out the front door to meet you upon your arrival. Please call the school at 306 683 7510 to inform them you are waiting outside for your child upon your arrival to the school. **Please note that if you are called to pick up your child due to illness it is critical you come immediately. School staff is not permitted to transport children home.**

## **Recess (K-Grade 8)**

Classes will hand sanitize and begin getting ready for recess at assigned times to avoid large numbers of kids in the hallways. Teachers will escort and stay with their classes each recess break for the month of September. There will be two classrooms outside during staggered times that will play in separate areas of the playground. This will ensure that they play with their classmates only. When the bell rings to come back in, students will meet at their assigned pylon in the play area and line up in a socially distanced manner. The teacher will lead them back into the school, at staggered times, where they will use hand sanitizer upon returning to their classrooms.

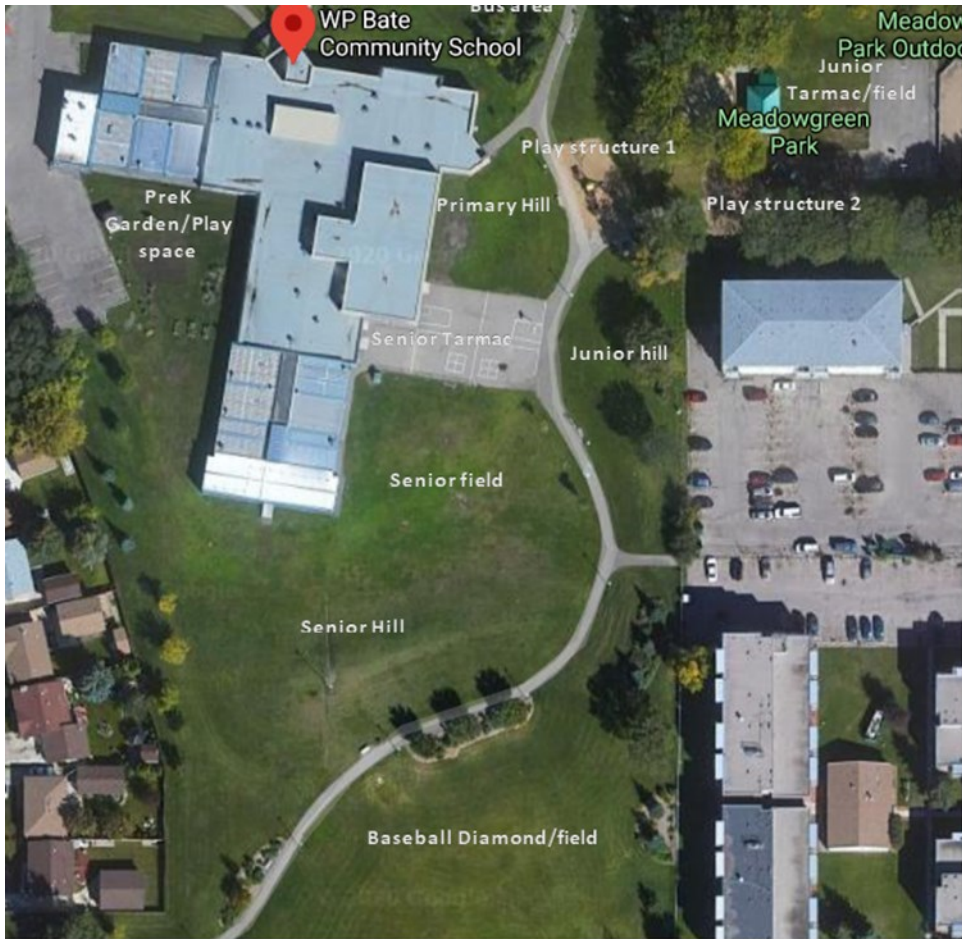
### **MORNING RECESS SCHEDULE**

Time	Primary Class	Designated Door to Exit and Enter for Recess	Middle Years Class	Designated Door to Exit and Enter for Recess
9:20-9:35	Ms. Bonli	Junior Doors	Mr. Gray	Senior Doors
9:40-9:55	Ms. Thomas	Junior Doors	Mrs. McDonald	Senior Doors
10:00-10:15	Ms. Calyniuk	Junior Doors	Mr. Wiegiers	Senior Doors
10:20-10:35	Mrs. McCoshen/ Ms. Hobman	Junior Doors	Ms. Schmidt	Senior Doors
10:40-10:55	Ms. O'Shaughnessy	Junior Doors	Ms. Middleton	Senior Doors

### **AFTERNOON RECESS SCHEDULE**

Time	Primary Class	Designated Door to Exit and Enter for Recess	Middle Years Class	Designated Door to Exit and Enter for Recess
12:55-1:10	Ms. O'Shaughnessy	Junior Doors	Ms. Middleton	Senior Doors
1:15-1:30	Mrs. McCoshen/ Ms. Hobman	Junior Doors	Ms. Schmidt	Senior Doors
1:35-1:50	Ms. Bonli	Junior Doors	Mr. Gray	Senior Doors
1:55-2:10	Ms. Thomas	Junior Doors	Mrs. McDonald	Senior Doors
2:15-2:30	Ms. Calyniuk	Junior Doors	Mr. Wiegiers	Senior Doors

## Outdoor Play Zones



## Pre-K Recess Times and Designated Door

Pre-K students will always meet by the class's pylon on the front lawn. Upon the bell ringing to start classes, the Pre-K students will have their recess time on the junior playground. No other class is outside for recess during this time either than the two Pre-K classes. The morning class's recess time will be from 8:45-9:00, while the afternoon class's recess is from 12: 17-12:32. Pre-K will use the junior boot-room doors when entering the school from their recess break, with each classroom socially distancing from the other on their way in.

## Food Preparation in the Nutrition Room

Our nutrition coordinator and EA support person are required to wear masks, a face shield and gloves when preparing food. Food service establishments must follow the provincial restaurant guidelines. Food preparation areas remain closed to non-designated students, staff, or visitors. Any food contact surfaces, including water fountains/ dispensing equipment, will be disinfected with a product safe for food surfaces or immediately rinsed following disinfection. Garbage bins will be emptied frequently.

## Breakfast

Breakfast will no longer be served in the Nutrition Room. Our Nutrition Coordinator or Community EA will deliver bagged breakfasts before school starts to classrooms if there are children who need breakfast. The teacher, wearing gloves, a mask, and face shield, will hand out a breakfast to those students who need one. The student will be instructed to clean their hands before eating at their desk and will be asked to clean their desks afterwards. **Please note that we are hopeful students will be able to eat breakfast at home before they come to school.**

## Lunch

**We are asking that students go home for lunch (11:32-12:17) where it is possible. Students who go home for lunch should stay home the entire 50 minutes.** Bagged lunches will be made available to support the needs of our students, which will be offered to students to take home if needed. If a child is going home for lunch they will exit out the front door. When returning to the school after lunch students will go to their designated areas until the bell rings to come inside. **Please be sure your child isn't coming back to school early.**

Students will eat lunch in their classrooms. Bagged lunches will be prepared and delivered to classrooms before the lunch bell rings. When a child is bringing a lunch from home, we ask that you send food items the child can open without assistance and consider using washable containers to limit garbage. Those students who require a lunch will be given a lunch at that time which they will consume in their desks. The classroom teacher will ensure students wash their hands or use hand sanitizer before any food is consumed. After students are done eating lunch, the desks will be cleaned with a disinfectant. Students will also clean their hands again before heading out to play at the lunch recess. Alternate student groups will be going outside for recess while others are eating. These groups will switch halfway through lunch to allow those who were eating to have time to play outside, and those who were playing outside time to eat. Teachers will continue to provide supervision as usual.

Classes having lunch from 11:32-11:57	Go Outside for Lunch Recess	Designated Door to Exit for Lunch Recess	Come Inside from Lunch Recess	Designated Door to Enter from Lunch Recess
Ms. Calyniuk	11:57	Junior Doors	12:17	Junior Doors
Mrs. McCoshen/ Ms. Hobman	11:59	Junior Doors	12:19	Junior Doors
Ms. McDonald	11:57	Senior Doors	12:17	Senior Doors
Ms. Schmidt	11:59	Portable Doors	12:19	Senior Doors
Mr. Gray	12:01	Portable Doors	12:21	Senior Doors

Classes having lunch from 11:57-12:17	Go outside for Lunch Recess	Designated Door to Exit for Lunch Recess	Come Inside from Lunch Recess	Designated Door to Enter from Lunch Recess
Mrs. O'Shaughnessy	11:32	Junior Doors	11:57	Junior Doors
Ms. Bonli	11:34	Junior Doors	11:59	Junior Doors
Mr. Wieggers	11:32	Senior Doors	11:57	Senior Doors
Ms. Middleton	11:34	Senior Doors	11:59	Senior Doors

## Snacks

**When possible, students should be bringing their own snacks to school.** For those requiring a snack, the classroom teacher will provide students with a snack that is individually wrapped such as a granola bar. Teachers will ensure they are wearing gloves, masks, and face shields when handling the snacks. Snacks will be consumed in the classroom before students go out for recess. Students will practice hand sanitizing before and after they eat their snacks.

## Starting a School Day

**Students or parents are not to come in the school at the start of a school day. All students will meet on the playground in their designated meeting spot.** Students will only have contact with the other children in their class. When the bell rings to enter the school the classroom teacher will meet the students at their meeting spot by their assigned pylon. Once lined up behind the pylon, the teachers will bring students into the classroom; ensuring they are not encountering any other classes when doing so. Classes will be brought into the school from the youngest to the oldest grades at their designated doors.

**If your child is late, please remind them that they are to come through the front door and check in with the office staff.**

<i>Junior Doors</i>	<i>Senior Doors</i>
Mrs. McCallum	Ms. McDonald
Mrs. Herbers	Mr. Wieggers
Ms. Thomas	Ms. Schmidt
Ms. Calyniuk	Ms. Middleton
Mrs. O'Shaunessy	Mr. Gray
Mrs. McCoshen/Ms. Hobman	
Ms. Bonli	

## The End of the School Day

### **DESIGNATED DOORS TO EXIT AFTER SCHOOL**

## The End of the Day

To limit the number of students in the hallway, each class will have an assigned door and time. **If you are picking your child up from school, please meet them outside at their designated door.**

### **DISMISSAL TIMES AND DOORS AT THE END OF THE DAY**

<b>Teacher</b>	<b>Time</b>	<b>Door</b>
Mrs. McCallum (Pre-K) AM	11:32	Front Doors
Mrs. McCallum (Pre-K) PM	3:07	Front Doors
Mrs. Herbers (Pre-K) AM	11:32	Staff Doors by the Parking Lot
Mrs. Herbers (Pre-K) PM	3:05	Staff Doors by the Parking Lot
Ms. Thomas (K) AM	11:34	Front Door
Ms. Thomas (K) PM	3:05	Front Door
Ms. Calyniuk	3:07	Staff Doors by the Parking Lot
Mrs. O'Shaughnessy	3:09	Junior Doors
Mrs. McCoshen/Ms. Hobman	3:07	Junior Doors
Ms. Bonli	3:05	Junior Doors
Ms. McDonald	3:05	Senior Doors
Mr. Wieggers	3:07	Senior Doors
Ms. Schmidt	3:05	Portable Doors
Ms. Middleton	3:09	Senior Doors
Mr. Gray	3:07	Portable Doors

## **Bussing**

**As students arrive to school at the beginning of the day from taking the bus they are to go immediately to their assigned play area on the playground. No students are to enter the school through the front door or go into the Nutrition Room.**

Their teacher will meet their class at the bell and walk them into the school.

At the end of the day as students are boarding the bus they will line up, socially distanced, and wait to be directed by the bus driver to enter. **As a reminder, all students are to wear masks on the bus and will have assigned seating with other family members.**

**A teacher supervisor will be present as a support.**

## **Dropping Students Off/Pick-Up**

**When dropping students off at the school at the beginning of the day students are to go directly to their assigned playground spot.** Their teacher will meet them at the 8:45 bell to bring them inside for the day. Students will hand sanitize upon entering their classroom.

**When picking up students, please meet them at their designated exit door. As a reminder, parents are to avoid coming into the school unless an appointment has been made through the front office or the classroom teacher.**

## **Phone Calls Made to Homes for Registration Purposes**

Last year's teachers will be calling on Tuesday, August 25 to confirm your child will be attending school this year. This information will help us make class lists in preparation for a new school year.

Once class lists have been created, this year's classroom teacher will be calling September 1, 2 or 3 to welcome your child to their classroom. The following information will be shared with you during that phone call:

- The name of your child's teacher
- Where your child's class will meet on the playground each day.
- Reminders for your child to bring a mask, hand sanitizer, a snack and lunch (when possible), and a filled water bottle.
- Which days your child will be attending in the first week of school as we have a staggered start.
- What the plan is for your child at lunch.

## **Staggered Start (September 8, 9, 10, 11) for Grades 1-8**

To allow students to see their classroom and the school, as well as learn routines we are having a staggered start. Half of each classroom will attend **September 8 and 10**, while the other half will attend school **September 9 and 11**. Students will attend full days and the busses will be running. Regular, full time classes will start for all students on September 14.

## **Staggered Start for Pre-K and Kindergarten Students**

Our Pre-K teachers will be connecting with families to set up a 15-minute meeting time for parents to come into the school **September 8 -10**. During this time, the teachers will show the meeting and pick-up spot for students, how to fill out the QR code or paper form at the front door for entry to the school, the classroom space, and answer questions about the program or safety protocols. Please note that parents will be asked to fill out the health questionnaire using the QR code found on the front door of the school and follow through with hand sanitizing and wearing a mask. Pre-K students will always meet and be dismissed from the front lawn.

The Kindergarten teachers will be setting up 15-minute meeting times with families as well, just as the Pre-K teachers. The dates for the in-school meetings will be September 8-11. Kindergarten parents will also have to fill out the health questionnaire using the QR code posted on the front door, hand sanitize, and wear a mask.

## **Storage of Student Items**

Students will continue to store their personal items in lockers. Teachers will create groups of students who will access the lockers to minimize the number of students at the lockers at one time. **At the end of each day students will be asked to take all items home from their locker, including their water bottle. Please wash and fill your child's water bottle and have your child bring it back daily. Masks should also go home at the end of the week to be washed and brought back for Monday.**

## **Flow of Traffic Through the School**

Arrows have been placed on the floor to show the direction of travel through the school. At all times, students and adults will adhere to social distancing measures. Reminders to social distance stickers have been placed through various parts of the school. Measures have been taken to stagger when students come inside and leave the school to minimize crossover of students.

## **Hygiene and Washrooms**

Teachers will build handwashing and sanitization into their daily schedule. This will occur when students enter or exit the classroom, as well as before and after eating. It is highly recommended students have their own hand sanitizer for their own use.

Each classroom will have two washroom passes for students to use. Upon leaving the classroom to go to a designated washroom, the student will need to take one of the passes with them to the washroom. Each washroom will have two hooks on the wall outside of the washroom where students will hang their washroom pass. If there are already two passes hung, the child will need to go back to the class and come back in a few minutes. **No more than two students will be allowed in a washroom at one time.**

### **Assigned Washrooms**

<b>Primary Hallway Washroom</b>	<b>Senior Hallway Washroom</b>	<b>Gym Washroom</b>
Ms. Calyniuk	Ms. McDonald	All classes attending gym at the time with Mr. Hobbs
Ms. O'Shaughnessy	Mr. Wieger	
Ms. Bonli	Ms. Schmidt	
Mrs. McCoshen/Ms. Hobman	Ms. Middleton	
	Mr. Gray	

\*Pre-Kindergarten (Mrs. Herbers and Mrs. McCallum) and Kindergarten (Ms. Thomas) classrooms will use the washrooms in their classrooms.

## **Mask Usage**

**Grade 4-12 students are required to wear masks when appropriate physical distancing cannot be maintained. Masks are recommended for Pre-Kindergarten to Grade 3 students. All students will receive one reusable mask that needs to be taken home at the end of the day and brought back the next day.** Students can choose to bring their own masks to school and there will be reusable masks available if a child forgets their mask. Staff are required to wear masks at all times when appropriate distancing cannot be maintained. They will also be provided with a face shield for use as needed. Like students, staff can choose to wear their own masks. When physical distancing is achievable, students and staff do not have to wear mask. An example would be when students are participating in learning outside. All students are required to wear masks on buses, as well as any visitor in the building.

If some situations, wearing a mask may not be possible for a student. In these instances, school staff will work with parents/care givers to consider an accommodation. Please refer to the CDC website for further information. <https://www.cdc.gov/>

More information about the proper use of masks or face coverings is available on the Public Health Agency of Canada website: <https://www.canada.ca/en/public-health.html>



## **Music Classes**

Music programming will be within the classrooms. A designated classroom will receive Music classes in the Music Room on a monthly rotation. Disinfecting of the Music Room will be done at the end of each class and students will use hand sanitizer when they enter and exit the Music Room.

## **Mental Health and Social/Emotional Supports**

Students who need additional support for their well-being may receive support from the school counsellor. Parents who believe this support may be necessary can reach out to their teacher or administrator to discuss. The counsellor will work with the team to determine appropriate supports, which may include direct support and/or assisting students and families to access other services in the community.

Please take responsibility for the energy you bring into our school. Your words matter. Your behaviours matter. Our students and staff matter. Take a slow, deep breath. We can do this together.



## **Student Visitors**

If you have chosen online learning for your child(ren), please note that it is not an option for you to bring your child(ren) to the school to play with their former classmates at recess. Our classes are cohorts and are not to mingle with any other students in the school, let alone outside of the school. Thank you for your understanding.