

**Important Information – Please Translate**

這是一份重要資訊 — 請找人為您翻譯 這是一份重要信息 — 請找人为您翻译

Mahalagang Impormasyon - Paki salin sa sariling wika

Thông tin quan trọng - Xin tìm phiên dịch

ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ-ਮਿਹਰਬਾਨੀ ਕਰਕੇ ਅਨੁਵਾਦ ਕਰੋ/ਕਰਵਾਓ

महत्वपूर्ण जानकारी - कृपया अनुवाद करें

중요한 정보 - 번역 부탁드립니다

Información importante - Por favor traducir

معلومات مهمة - الرجاء الترجمة

重要な情報-翻訳してください

اطلاعات مهم - لطفا ترجمه کنید

**Important Information: Regarding return to in-person instruction**

Please ensure that you carefully read the information below in its entirety.

School staff will continue to:

- Encourage frequent hand washing
- Maximize physical distancing
- Minimize physical contact
- Ensure additional cleaning measures are in place

This year, there are a few new health and safety measures to note:

- Organizing of learning groups
- Signed health check protocol/checklist confirmation
- Re-usable masks will be provided for staff and students (2 per student)

Below are key requirements that all students and families must be aware of and adhere to while attending in-class instruction.

**Conduct a daily self-assessment (see pages 4 & 5)**

On a one-time basis, parents/guardians will be **required** to submit a checklist to the school confirming they understand:

- 1) how to do the daily health assessment
- 2) that this health assessment/check must be done daily
- 3) they must keep their child(ren) home if they have COVID-19 symptoms or are ill, and must seek the advice of a health care professional.

**Please bring a signed hard copy of the checklist to school  
on your first day of face to face learning.**

**If your child develops COVID-19 symptoms:**

Parents/guardians must keep their child at home until they have been assessed by a healthcare provider to exclude COVID-19 and their symptoms have resolved.

**If your child becomes ill while at school:**

As directed by health authorities, any child experiencing COVID-19-like symptoms will be moved to a secluded space, such as a first-aid room or designated health room. They will be supervised and supported by staff until they are picked-up by a parent/guardian.

Parents/guardians will be notified and advised to pick-up their child as soon as possible. Please ensure that the school has current contact information, including emergency contact information, to ensure timely pick-up. Also, please ensure that you are always accessible by phone during the school day if your child is attending school, and, be prepared to pick-up your child(ren).

In addition, a student may **not** attend school if:

- they have travelled outside of Canada in the last 14 days
- they have any symptoms of COVID-19, even if those symptoms are minor
- they are a confirmed contact of a person confirmed to have COVID-19

To help maintain a healthy learning environment, staff and students are reminded to practise good hand hygiene and respiratory etiquette (i.e. coughing and sneezing into your sleeve).

**Please review this important information with your child on a regular basis.**

**Hand hygiene and respiratory etiquette**

Students will wash their hands or use hand sanitizer upon arrival each day, throughout the day (i.e. after using the washroom, moving from outdoors to indoors, mealtimes, etc.) and before leaving. Classrooms without sinks are supplied with hand sanitizer.

**Bringing in/use of personal materials**

We encourage students to bring their personal materials to minimize physical contact and use of shared materials. Please label your child's water bottle, supplies and everything they bring to school. A water bottle filling station will be available to refill bottles.

- Students will eat their lunch and snacks in their classrooms. Students are to bring their lunches and snacks to school in the morning. There will be **no** drop-off lunches or snacks accepted.

Please pack lunches that:

- do not need reheating
- are nut free
- children can eat independently

The use of shared materials, equipment and objects will be minimized at school.

**Wearing a non-medical mask**

Wearing a mask is a personal choice for students in kindergarten to Grade 5. Students in grades 6/7 will be required to wear a mask when they are outside of their learning group and when they are in high density areas where they are unable to maintain physical distancing. No child will be required to wear a mask if they cannot tolerate wearing one.

**The Board of Education passed a motion encouraging all students (Kindergarten to Grade 7) and staff to wear a mask while at school.**

### **Learning groups (cohorts)**

A learning group, also referred to as a cohort, is a group of students and staff who remain together throughout the school and who primarily interact with each other. In kindergarten to Grade 7, the maximum number in a learning group is 60 people (this includes students and staff). Students can socialize with peers in different learning groups if they are outdoors and can minimize physical contact or if they are indoors and can maintain physical distance. Our learning groups are as follows:

- |               |               |                 |                 |
|---------------|---------------|-----------------|-----------------|
| 1. Div. 1 & 4 | 3. Div. 5 & 6 | 5. Div. 9 & 12  | 7. Div. 13 & 14 |
| 2. Div. 2 & 3 | 4. Div. 7 & 8 | 6. Div. 10 & 11 |                 |

### **Recess/Lunch breaks**

To limit the number of students on the playground, Queen Mary's day is scheduled with staggered recess and lunch breaks. The current break times are as follows (SUBJECT TO CHANGE):

#### RECESS BREAK

Div. 1-3, 9-11	10:30am – 10:45am
Div. 4-8, 12-14	10:45am – 11:00am

#### LUNCH BREAK

Div. 1-3, 9-11	11:26 – 12:13
Div. 4-8, 12-14	12:13 – 1:00

TO PROVIDE OPPORTUNITIES FOR MIDDAY CLASSROOM CLEANING, STUDENTS WILL GO OUTSIDE FOR ALL RECESS AND LUNCH BREAKS. PLEASE ENSURE THAT CHILDREN ARE DRESSED AND PREPARED FOR THE WEATHER.

**On their first day of face to face instruction,** students will review and/or become familiar with our protocols and procedures. Children will learn about:

- minimizing physical contact
- maximizing physical distancing
- entering and exiting the school
- using common areas
- learning groups
- recess / lunch procedures
- hand hygiene

### **Entering/exiting the school and drop-off/pick-up times**

It is essential to be on time for your child's drop-off and pick-up. Only authorized staff and students will be permitted to enter the school building unless by appointment with the school principal and for exceptional circumstances.

All students are to be dropped off at 9:00am and picked up at 3:00pm (please leave the school grounds promptly at 3:00pm). The drop-off/pick-up location for your child(ren) is as follows (look for posted signs in the designated area with division numbers):

Div. 1, 5, 6, 13, 14 – North side of the red brick building (by the Space Ball)

Div. 2, 3, 4 – Intermediate playground

Div. 7, 8 – Basketball court

Div. 9, 12 – South side of the school, door/walkway between the new and brick buildings

Div. 10, 11 – South side of the school, brick building

Ensuring the health and safety of all students and staff is our top priority. Thank you for your on-going support, flexibility, patience and care.

Sincerely,



Megan Davies  
Principal, Queen Mary Elementa

## COVID-19 Daily Health Assessment

All parents, guardians, and/or caregivers have the responsibility to conduct a Daily Health Assessment of your child(ren) each day before sending them to school.

Similarly, all VSB staff must complete a Daily Health Assessment and confirm completion each day at sign-in or with their supervisor. *Do not return this form to your school/supervisor.*

Keep a copy of this Daily Health Assessment in a handy area at home (such as in your kitchen) and incorporate this Daily Health Assessment into your morning routine, before leaving for school or work.

Daily Health Assessment			
<b>1. COVID-19 Symptoms</b>		Do you have any of the following symptoms?	
Fever (over 38°C)		YES	NO
Chills		YES	NO
Cough or worsening of chronic cough		YES	NO
Difficulty breathing		YES	NO
Loss of sense of smell or taste		YES	NO
Sore throat		YES	NO
Loss of appetite		YES	NO
Extreme fatigue or tiredness		YES	NO
Headache		YES	NO
Body aches		YES	NO
Nausea and vomiting		YES	NO
Diarrhea		YES	NO
<b>2. International Travel</b>	Have you returned from travel outside Canada in the last 14 days?	YES	NO
<b>3. Close Contact</b>	Have you had contact with a person who has COVID-19? You would have been advised of this by Public Health.	YES	NO
<b>4. Isolate</b>	Have you been told to isolate by Public Health?	YES	NO

### WHAT TO DO NEXT

If you answered “No” to all of the above (1-4), the student or staff member is welcome to attend school or work.

**1. If you answered “Yes” to any of the above symptoms, follow the instructions below:**

SYMPTOMS		WHAT TO DO
Fever (above 38°C) Chills Cough	Loss of sense of smell or taste Difficulty breathing	<b>1 or more of these symptoms:</b> Get tested and stay home.
Sore throat Loss of appetite Headache Body aches	Extreme fatigue or tiredness Nausea or vomiting Diarrhea	<b>If you have 1 symptom:</b> Stay home until you feel better. <b>If you have 2 or more of these symptoms:</b> Stay home and wait 24 hours to see if you feel better. Get tested if not better after 24 hours.

**2. If you answered “Yes” to travelling internationally** within the last 14 days,  
*Self-quarantine for 14 days at home from the date that you arrived back in Canada.*

**3. If you answered “Yes” to being a Public Health confirmed close contact** of someone who has COVID-19,  
*Self-isolate at home for 14 days. If you also have any symptoms or develop any, get tested for COVID-19.*  
**Note:** People who are close contacts are notified by Public Health.

**4. If you answered “Yes” to having been told to isolate**, you must stay home until Public Health says it is safe to return  
 Access the BC COVID-19 Self-Assessment Tool (<https://bc.thrive.health/covid19/en>) anytime to determine if you/your child should seek testing for COVID-19.

## Please complete, Sign, and Return a copy of this form ONCE to your school.

This is to confirm you understand your responsibility to conduct this Daily Health Assessment on your child. A 2<sup>nd</sup> copy of the Daily Health Assessment is provided for you to keep at home as a reference.

All parents, guardians, and/or caregivers have the responsibility to conduct a Daily Health Assessment of your child(ren) each day before sending them to school. This is a one-time form; a copy does not need to be submitted to your school each day.

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Headache		YES	NO
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Nausea and vomiting		YES	NO
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## Confirmation of Understanding - Please sign and return this form to the office.

If you answer "YES" to any of the above in the future, you commit to keeping your child(ren) at home and will follow-up with a healthcare provider before they return to school.

1) Parent Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

2) Parent Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ PEN: \_\_\_\_\_