

August 25, 2020

Dear Parents,

We hope that you had a relaxing summer and were able get a minute to enjoy the weather and family. We know everyone has lots of questions about the year to come. We wanted to share some important information before school started this year. We encourage you to read St. Albert Public's re-entry plan on our website and to call the school if you are unsure of any of the protocols or procedures shared in this letter.

School Entry/Exit:

- Students should be dropped off in the morning between 8:00 and 8:25 am and should proceed to their assigned doors immediately. (They will learn where those are during staggered entry)
- We ask that parents do not wait around the door areas or leave their vehicles as there will be supervision at each door and around the perimeter of the building.
- Upon entry, students will head directly to their classroom as they will not have an assigned locker and their teacher/educational assistant will greet them there.
- They are asked to sit in their assigned seat and will need to wear a mask when they enter the school.
- Students will be dismissed by alphabet (if they do not take the bus) and by bus number if they ride the bus. This will be staggered, so A- F will be dismissed at 2:28, G-N at 2:30 and O-Z at 2:32, as this will allow family cohorts to meet their parents together and students on the bus will remain as a cohort.

Washrooms:

- Washrooms will be assigned to homeroom cohorts.

Lunch/Breaks Expectations:

- Students will eat lunch and be supervised in their homeroom cohort by classroom educational assistants or a specialist teacher.
- They will have about 20 minutes for lunch.
- Teachers will provide regular cohort breaks and time for students to move around throughout the day.
- Students will not be mixing with other cohorts.

Options/PE:

- Students will stay with their cohort for options and will be given **three options per quarter**. This is happening at all junior highs in St. Albert. This will give the students an opportunity to experience a wide variety of options in the year. If cohorting guidelines change during the year, the school division will re-evaluate the possibility of mixed cohorts taking options.
- The students will continue to receive PE every other day and more than one cohort will have gym at the same time, but will be separated by area and teacher.
- Selected options and PE are the only times where students will change classrooms. At all other times, students remain in their homeroom class.

Parent Communication:

- All homeroom teachers will be calling you before the start of the school year to answer any questions you may have.
- Before sending your child to school each day, you need to complete a screening checklist for/with your child. If your child has any symptoms, please do not send them to school.
- If a child at school feels unwell, we will contact their parents and they will be expected to pickup their child immediately.
- Families are encouraged to communicate with teachers and administration through email. If you do require an in person meeting, please call the school and make an appointment.
- We will continue to share information as it is updated from our School Division and the Alberta Government.
- Thank you in advance for your patience and support during these challenging times. Our staff is a very professional group of people and they will work tirelessly to make this new reality seem as normal as possible. We appreciate your flexibility.
- On the staggered entry days, we will provide your child with information to bring home. Hopefully it will answer many of your questions. Enjoy sitting down with your children to discuss what a school looks and feels like during COVID-19.
- All classes will have a Google Classroom attached for your son or daughter.

Monday, August 31 to September 2

Staggered entry groups

August 31: Surnames A-F

September 1: Surnames G-M

September 2: Surnames N-Z

Please contact us if you have any questions over the next week and we will be happy to chat.

Take care,

Derek and Graham