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August 21, 2020

Dear Parents,

We hope this letter finds you well as you are enjoying some of the great weather that we have had over the past couple of weeks. You will have received some information directly from our Division office regarding the plans that Red Deer Catholic Regional Schools have developed to help us transition back into school as successfully as possible. Please know that we will continue to provide you with as much information as possible as we receive it.

If you haven't already, we would encourage you to read the [Parent/Student School Re-Entry Handbook](#) which should answer many of your questions. Our school division has created this comprehensive document to help each of us understand the roles and responsibilities that we need to take for our transition to be smooth.

A survey was also sent out to all families asking to know your plans for whether or not your child will return to in person classes or whether your family will require the at-home learning option. This week families who have chosen at home learning have been asked to register their children. Please know that we recognize all families have difficult decisions to make and that whether you are choosing in school or at home learning you remain part of our St. Martin de Porres School community and school family.

Important information for our school community:

1. **Daily Screening:** Parents are required to complete the [daily screening](#) of their children prior to sending them on the bus or dropping them off at the school each morning.
2. **Wearing masks:** mask wearing is mandatory for all Grade 4 and 5 students. We will be training and educating all K - Grade 5 students on the proper mask protocol to ensure students are comfortable wearing masks throughout the day. [Non medical mask guidance](#), and [Guidance on mask use](#). Mask wearing on the bus for K to Grade 3 students is highly recommended and mandatory for Grades 4-5 students.
3. **Lockers and Personal Items:** We will not be using any lockers therefore students will need a backpack to carry their belongings to and from school. Some materials will be kept in separate bins within the student's classroom. We are asking that students keep most of their supplies at home and the classroom teachers will communicate with the students/parents what is needed to begin the school year.

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Fais confiance au Seigneur de tout ton coeur.*

4. **Staggered Entry:** This year the division is allowing smaller groups of students to enter school and ease into the new protocols within our school.

Kindergarten Staggered Entry August 31- September 8, 2020

Please note that due to every other day programming, the divisional staggered entry schedule will not work so the following schedule should be followed.

Please note:

- *AM grouping listed below will attend from: 9:00-11:30 (will begin dismissal at 11:25)*
- *PM grouping listed below will attend from: 12:45-3:15 (will begin dismissal at 3:10)*

Please note that dismissal will be at 3:29 when regular classes begin.

Monday	Tuesday	Wednesday	Thursday	Friday
31 - M/W Group	1- T/TH Group	2 - M/W Group	3 - T/TH Group	4 - M/W Group
AM: A-K PM: L-Z	AM: A-K PM: L-Z	AM: A-K PM: L-Z	AM: A-K PM: L-Z	AM: A-K PM: L-Z
7	8 - T/TH Group	9 - M/W Group	10 - T/TH Group	11 - M/W Group
No School	AM: A-K PM: L-Z	Regular Programming 9am -3:29pm	Regular Programming 9am -3:29pm	Regular Programming 9am -3:29pm

Grades 1 - 5 Staggered Entry August 31- September 8, 2020

Monday August 31	Tuesday September 1	Wednesday September 2	Thursday September 3	Friday September 4
Last Names A-K	Last names L-Z	Last Names A-K	Last names L-Z	Last Names A-K
September 7	September 8	September 9	September 10	September 11
No School	Last names L-Z	All Grade 1 - 5 students attend	All Grade 1 - 5 students attend	All Grade 1 - 5 students attend

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5. **Staggered Recess Times:** We have rearranged our schedule to ensure students will have staggered recess times. This is to follow the Alberta Health Playground Guidelines of no more than 200 students on the playground at a time. [COVID-19 Playground Guidance](#)

Morning Recess:

10:30 - 10:45→ Grades 1, 3, 4

10:50-11:05→ Grades Kindergarten, 2, 5

Lunch / Recess Kindergarten , Grades 2 and 5:

12:15 - 12:35→ in class eating

12:40 - 1:05→ outside recess

Lunch / Recess Grades 1, 3, and 4

12:15 - 12:40→ outside recess

12:45 - 1:05→ in classrooms eating

6. **Cohorts:** Students will remain in their assigned classrooms for most of the day, other than for their physical education classes and recess times. Our music teacher and librarian will be coming to individual classrooms and following entry and exit cohort protocols.
7. **Music** - At this time all singing and use of wind instruments will not be allowed therefore students will still be given music but it will look different. There will be no concerts, performances or choir at this time.
8. **PE** - Classes will occur with some added sanitizing and social distancing practices. We are encouraging classes to occur outside. Students will not be required to wear masks during activity.
9. **Bussing** - Students will be expected to wear masks on the busses, including the transfer busses. They will also have assigned seating on both their route and the transfer bus.
10. **Drop off/Pick up:** Due to our staggered entry, students will be assigned specific entrance/exit doors. When students arrive or are dismissed they will be entering and exiting through their assigned doors, and will be sanitizing hands when entering and exiting. If they are bus students they will travel around to the bus pick up area, and if you are picking up and dropping off, we are asking the students to head to their classroom entrance at their staggered entrance time. This will be taught to our students during our staggered entry. If you are exiting your vehicle for any reason we ask that you mask up/ or respect social distancing and

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avoid congregating. We will spend time during our staggered entry days teaching students the proper way to enter and exit the building following social distancing protocols. Please see the map below for grade-level entry and exit doors. Please note grades are assigned a different entry and exit times to allow a staggered entry and dismissal.



Staggered Entry 2020-2021

Start of Day:

8:50 am → 1, 3, 4, 5P enter

1K/ 1W/ 3C - Enter North door

4J / 5P/ 3T - Enter West Door

9:00 am → K, 2, 5Z, 5K, enter

2M/ 2Mc - Enter North door

5Z/ 5K - Enter West door

Kindergarten- Enter North portables

End of Day:

3:20 pm → 1, 3, 4, 5P dismissed

1K/1W/ 3C Exit North door

4J / 5P / 3T- Exit West Door

3:29 pm → K, 2, 5Z, 5K dismissed

2M/ 2Mc - Exit North door

5Z/ 5K - Exit West door

Kindergarten- Exit North portables

11. **Meet the Staff:** We will not be holding an in person meet the staff event. Your child's homeroom teacher will contact you on Friday August 28 to provide information in preparation for the first day of classes on either August 31 or September 1.
12. ***Please know that there will be NO sharing of school supplies this year.*** Even if not indicated on your child's list, please ensure that your child has a (labelled) pencil case or pencil box to store their personal supplies in. You can refer to the lists which have been posted on our St. Martin de Porres website. All supplies will need to be labelled but can be replenished on an as needed basis, rather than sending in all of the supplies at the beginning of the year. **Your child's teacher will connect with you on August 28 to let you know specifically the supplies they will need to begin the school year.**

Again, we thank you for your support and for working alongside us at this uncertain time. Please know that we are so excited to get back to our school community with our students - we have missed seeing their faces. The safety of our students and staff will continue to be a priority as we take our direction from the Alberta Government, the Chief Medical Officer, and our Superintendent. Thank you in advance for your support and understanding as we do our best to create a safe and

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comfortable school re entry. Our theme this year is “Trust in the Lord with all your heart” we are asking the same of you to put your trust in our staff and community that we are doing our best to create safety and comfort for you and your children.

As always, please do not hesitate to ask questions or reach out. Our school office will be open on Monday, August 24, 2020 at 9am for phone calls and inquiries. We will continue to seek the guidance of God as we navigate these unprecedented times.

Yours in Catholic Education,

A handwritten signature in black ink that reads "D de Champlain". The script is cursive and elegant, with a large initial "D".

Mme de Champlain

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