



St. Elias Community School

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August 18, 2020

Dear parents

RE: Starting the 2020-21 school year

I hope your family had a restful summer break after an unusual end to last school year. As we prepare for a safe return to St. Elias Community School for the 2020-21 school year, here is some important information about school routines for this year.

Key steps for health and safety at school

All schools must follow the [health and safety guidelines for K-12 school settings](#) set by Yukon's Chief Medical Office of Health. School staff will go over health and safety routines at our school with students on a regular basis. The key steps our school will be following include:

- Physical distancing of 2 meters in classrooms and common areas where possible;
- Limiting mixing of groups of students and staff where possible;
- Washing and sanitizing hands regularly all day;
- Regular cleaning and disinfecting of the school and keeping our school clean;
- Following the plan if a student or staff gets sick while they're at school;
- Students and staff need to stay home if they have symptoms or are sick.

Staying home when sick or showing symptoms

If a student or staff has symptoms or is sick, they must stay home and not come to school. You should monitor your child every day for symptoms before sending them to school. To help assess symptoms, use the COVID-19 self-assessment tool at: service.yukon.ca/en/covid-19-self-assessment.

Check for new or worsening symptoms when monitoring. For example, a child with asthma may have a cough that is not new. Symptoms you should monitor for include: Fever/chills, cough, shortness of breath, running nose, sore throat, headache, loss of sense of taste or smell, fatigue, loss of appetite, nausea and vomiting, diarrhea and muscle aches.

St. Elias Community School operational plan

Attached to this letter is more information about our school routines, schedules and programs for the 2020-21 school year, including the specific health and safety measures at our school. This is a summary of the key information in our school operational plan. The full operational plan, along with this summary, is posted on our school website. Visit: <http://sec.yukonschools.ca/>

Updates during the school year

We will be sharing regular updates with students and families during the school year through mail outs, school newsletter and on our school website .

Visit the following websites for more information:

- Information about our school plans and programming: <http://sec.yukonschools.ca/>
- Health and safety guidelines and student learning in Yukon schools during COVID-19: yukon.ca/en/education-and-school-supports-covid-19
- General information about COVID-19: yukon.ca/en/covid-19-information

If you have any questions or concerns, please contact me at the school.

Sincerely

Brian Eleniak
Vice Principal
St. Elias Community School

When to keep children home this school year



This school year, **it is very important to keep your children home if they have any symptoms of a common cold, influenza, COVID-19 or other infectious respiratory disease.** Check with your child each day to see if they have any **new or worsening symptoms** including*:

- Fever
- Chills
- Cough
- Fatigue
- Shortness of breath
- Muscle aches
- Nausea and vomiting
- Headache
- Loss of sense of taste or smell
- Runny nose
- Loss of appetite
- Sore throat
- Diarrhea

**Pre-existing conditions don't apply. For example, a child with asthma may have a persistent cough and can continue going to school.*

What if my child shows one or more symptoms?

- use the COVID-19 self-assessment tool at yukon.ca or contact a health care provider for additional guidance.
- Your child can return to school when they are symptom-free, or if a health care provider has cleared them to return to school.
- If your child gets sick at school or has symptoms, the school will contact you to pick them up.

If your family has travelled outside of the territory, make sure you are following Yukon's Chief Medical Officer of Health's advice on travel. Depending where you travelled, there may be a requirement to self-isolate before children can return to school. Visit yukon.ca/covid-19.



**St. Elias Community School
routines, schedules and programs
for 2020-21**

Adapting to COVID-19 at our school



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Starting the 2020-21 school year

After an unusual end to last school year, we are very excited to welcome students and school staff back into our classrooms. We know this school year will be different, but we have an opportunity to work together, to be



creative and set a positive example for our students of how we can be resilient when presented with challenges.

The health and safety of students and school staff is our first priority. Our school is adapting our operations and programming to meet the [health and safety guidelines for K-12 school settings](#) set by Yukon's Chief Medical Officer of Health.

The health and safety guidelines indicate that:

- Keeping students out of school has negative impacts on their mental health
- Outbreaks involving children and youth are unusual and tend to only occur in areas where there are high levels of community spread
- There is no conclusive evidence that shows children who are symptomatic pose a risk to other children or adults
- Children and youth are not the primary drivers of COVID-19 spread in schools or community settings
- Proper health and safety measures still need to be in place to reduce risk

Staff at our school will be regularly reviewing the health and safety measures at our school with students to ensure safe and healthy habits.

Read more below about how we are adapting our school routines this school year.



Health and safety routines for the 2020-21 school year

Contacting the school

Contact us at Maggie.mann@gov.yk.ca; shawn.allen@gov.yk.ca; or phone (867) 634-2231 if you have questions about how we are ensuring the health and safety for students and staff this school year.

Staying home when sick

Students and staff must stay home if they are sick or showing symptoms. Parents should monitor their child every day for symptoms before sending them to school.

Parents should consider if they are new or worsening symptoms when monitoring, or if they are otherwise not explained. For example, a child with asthma may have a cough, which may not be new.

You can use the self-assessment tool on Yukon.ca to assess yourself and your child for COVID-19: service.yukon.ca/en/covid-19-self-assessment/

Symptoms include:

- Fever/chills
- Cough
- Shortness of breath
- Runny nose
- Sore throat
- Headache
- Loss of sense of taste or smell
- Fatigue
- Loss of appetite
- Nausea and vomiting
- Diarrhea
- Muscle aches

Health officials recommend students get tested for COVID-19 if they are showing symptoms. Students and staff must stay home until they are symptom free, or if tested, until they have a negative test.

Always phone 811 or your family physician before going anywhere to get tested.

If a student or staff gets sick at school

If a student or staff gets sick at school:

- The student or staff will be immediately separated into a designated area and maintain a distance of 2 meters from others



- The student or staff will be provided a mask or tissue to cover their nose and mouth
- The student's parent/guardian will be contacted to pick them up as soon as possible
- The school staff member who is sick will go home as soon as possible
- The designated area will be thoroughly cleaned and disinfected

Wearing a mask at school

Students and staff are not required to wear masks except in certain situations. They may do so if they choose.

Masks are not recommended for children unless advised by a health care provider. There are specific situations that may require a mask. These include:

- If a student or staff member gets sick at school, they will be asked to wear a mask
- If a school staff has to attend to a sick student, they will be asked to wear a mask
- If a school staff is unable to physically distance during their regular job duties, for example assisting students with activities of daily living, such as washing, using the bathroom, eating, etc.

Our school will have access to non-medical masks to ensure they are accessible when needed.

Physical distancing

The health and safety guidelines indicate physical distancing is not always possible with children. Where not possible, risks are being reduced by increasing other measures like handwashing, cleaning and disinfecting, and making sure students and staff stay home when sick or showing symptoms.

To support safe spacing, manage traffic flows in common areas, and limit mixing of different groups of students, our school is taking the following measures:

- Student desks in classrooms will be arranged to keep students and staff physically distant from one another
- Grade cohorts/class bubbles will be established and operate as individual pods as much as possible
- Teachers and EA's will move between classes as much as possible to minimize large group student movement
- EA assignments will be designated to minimize the number of different adults working within classrooms



- During recess, playground will be divided into sections that grade cohorts can assess safely on a rotational schedule to minimize the number of student physical interactions
- High school homerooms will have a staggered schedule of recess breaks to minimize mixing of grade level groups
- School events, like the Terry Fox Run, Forestry Trail Run will be held in smaller grade groupings. Virtually held events are also possible

Hand washing and sanitizing at school

Students and school staff will be required to wash their hands for 20 seconds with soap and water or sanitize their hands frequently during the school day.

When students should wash their hands	When staff should wash their hands
<ul style="list-style-type: none"> • When entering and exiting the school • Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions) • Whenever hands are visibly dirty • After using the washroom • Before eating and drinking • After sneezing or coughing into hands • After playing outside 	<ul style="list-style-type: none"> • When entering and exiting the school • Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions) • Whenever hands are visibly dirty • After using the washroom • Before eating and drinking • After sneezing or coughing into hands • Before handling food or assisting students with eating • After contact with body fluids (i.e., runny noses, spit, vomit, blood) • After cleaning tasks • After removing gloves • After handling garbage

Students and staff will be able to wash hands at available sinks in the school. Hand sanitizing stations will also be located at:

- Front entrance / main office area;
- foyer entrance and staffroom;
- each of the 3 elementary entrance ways, 2 intermediate entrances and 2 high school entrances;
- each classroom



Cleaning and disinfecting the school

Government of Yukon custodial staff will be cleaning and disinfecting the school with disinfectants approved by Health Canada. They also follow [cleaning and disinfecting guidelines](#) set by Yukon's Chief Medical officer of Health.

Property Management will assign a custodian to be in the building during the school day to maintain disinfecting and cleaning of washrooms and high traffic areas.

High-touch areas and equipment, including shared items for learning will be wiped down and cleaned more frequently.

Staff and students may also take part in supporting cleaning efforts. Students may be asked to help out by washing their hands, cleaning their desk and cleaning up after using shared items for learning, just like they usually would.

Hand held sprayers, aerosols and wipes will be available to wipe surface areas during daily use

Supporting safe habits at school

Teachers and school staff will go over these health and safety routines regularly with students. Parents are also encouraged to review these health and safety routines regularly with their child or children. This includes:

- Washing hands with soap and warm water for 20 seconds
- Using hand sanitizer when you can't wash your hands
- Coughing and sneezing into our elbows
- Using a tissue to blow our nose, and then throwing the tissue in the garbage
- Keeping a 2-metre distance from your friends and teachers as much as you can
- Making sure your child or children tells you when they are sick or showing symptoms
- Keeping them home when they are sick or showing symptoms

Operations and schedule during the 2020-21 school year

School start and end times, and recess and lunch

The start and end times for our school day have not changed. Our school day will start at 8:30am and end at 3:15pm

Our time for recess and lunch has also not changed. Students will have recess breaks from 9:50 - 10:05 and lunch break from 12:05 - 1:05.



Drop-off and pick-up

Student, parents and school staff should maintain a 2-metre distance during drop-off and pick-up times as much as possible.

Grade grouping cohorts will have their own designated entrance area. Parents are encouraged to drop their children off on the playground and/or outside the child's designated entrance.

Designated entrance areas are as follows:

- K4-Kg - Kindergarten playground entrance
- Gr. 1/2 - Elementary playground entrance
- Gr. 3/4 - St. Elias Street elementary entrance
- Gr. 4/5 - Intermediate playground entrance
- Gr. 6/7 - Front main entrance by flag poles
- Gr. 8 to 10 - Parking lot entrance by the gym
- Gr. 11/12 - Shop entrance by the field

Parents should not enter the school while waiting to drop-off or pick up their child. They should wait in their vehicle.

To maintain safe physical distancing, we are asking students to not linger or congregate in the halls during breaks and at arrival/dismissal times.

Water bottles, food and meals

Students are encouraged to bring their own water bottle for the school day to reduce contact at the water fountains.

There will be no sharing of food or drinks between students at the school this year. Any meals available at the school will be served in individual portions or packaged in single-use, food grade packaging.

CAFN and SECS are currently discussing plans to supplement midday snacks and if possible, add healthy lunch food. More information to come. Students who participate in the breakfast program will meet in the Home Ec breakfast room.

Elementary and high school Bus students, and any students who need to stay for lunch on a given day will eat in their classroom at lunchtime. Any lunch food will be prepared and delivered during the lunch hour to classrooms following COVID-19 distribution of food guidelines.

Visitors and public access to the school

Parents and other guests should limit visiting the school where possible. We understand there may be times where you must visit the school building.



When visiting the school, parents and visitors to the school must:

- Not enter the school if experiencing any illness symptoms
- Enter and exit through the front main entrance by the flag poles
- Sign in at the front office
- Sanitize their hands when entering the school
- Maintain physical distancing while in the school

No after school user group access will be permitted at SECS until such a time that all guidelines and requirements have been established and approved.

Programming during the 2020-21 school year

Contacting the school for learning supports

Contact the teacher first if your child needs additional or different supports for their learning.

If you still have concerns with the supports being offered, please contact the school to ensure the school principal is able to follow-up.

The school can be contacted at: Phone 867-634-2231 or by email to Maggie.mann@gov.yk.ca or shawn.allen@gov.yk.ca

Learning at school

All students at St. Elias Community School will be able to attend in-class instruction, full-time. During the school day, students will attend their regular classes, while following health and safety guidelines. They will learn the full school curriculum.

Technology and devices

St. Elias Community School uses laptops and ipads in the classroom. Students will work on these devices from their desk, ensuring proper physical distancing. Where possible, sets of ipads and laptops will be assigned to grade cohorts or individual students to use. Students will be required to use disinfectant wipes on devices before and after each use and when devices are being shared.

Learning at home if a student can't attend school

Students must stay home if they are sick or have symptoms of COVID-19. If a student is unable to attend school, they will be provided their course work by their teacher as they normally would.

If you are planning for your child to be away from school for the whole school year, please contact the school principal to discuss options.



School supplies, sharing learning materials and locker assignments

There will be no lockers assigned to students for the 2020-2021 school year.

Sharing of school supplies and learning materials will be limited as much as possible. If shared, materials need to be cleaned and disinfected.

To limit sharing, all students are required to have their own school supplies. A list has been sent home to outline the supplies students will need.

Some classes may use some shared learning materials, such as toys, blocks and other materials for learning, but they will be cleaned and disinfected using soap and water or a disinfectant wipe. Students will be asked to wash or sanitize their hands before and after each use.

Paper-based materials like text books, books and paper handouts are okay to use and share as outlined in the health and safety guidelines.

Libraries and computer labs

Our school library will remain accessible for students and staff and we will continue to allow books and other resources to be borrowed from the library.

Recess, gym and playing on the playground

Weather permitting, recess breaks and gym classes will take place outdoors. Students and families are asked to ensure they have the proper clothing for playing outdoors.

Playground equipment is okay to use as long as hands are washed before and after going on the equipment.

When gym class is indoors, we will follow the [health and safety guidelines for sport and recreation](#).

School field trips

The health and safety guidelines allow field trips within Yukon and Canada as long as public health and safety guidelines are followed. This includes allowing:

- Outdoor overnight trips if students sleep in their own tent or are only partnered with a family member
- Hotel stays, as long as no more than two students are in each room

Our school will be assessing any planned school field trips on a case-by-case basis and will provide updates to students and parents directly through school year.

International field trips are not currently permitted.



Music, cooking and shop classes

The health and safety guidelines note singing and playing woodwind and brass instruments must not occur at this time. While we are unable to sing or use certain instruments, our school will continue to have a music class.

Cooking classes are also able to continue while meeting the health and safety guidelines, including washing hands before cooking, limiting sharing of equipment and cleaning and disinfecting surfaces between each class.

Shop classes will also continue while meeting the health and safety guidelines, including washing hands before using shop tools and equipment, limiting sharing of tools, and cleaning and disinfecting surfaces and tools after use.

Music, cooking and shop class teachers will share how they are adapting their programs once the school year gets started.

Extracurricular activities (school sports, music, arts, other programs)

We will be assessing extracurricular activities at the beginning of the school year and determining any changes or adaptations that may be needed.

Any extracurricular activities will follow the same health and safety guidelines for K-12 school settings, and any additional health and safety guidelines that apply, for example, the [health and safety guidelines for sport and recreation](#) for school sports.

Students and parents will be updated as this information becomes available.

For more information:

We will be providing regular updates to students and families during the school year through e-mail; school news letter; on our school website.

Visit the following websites for more information:

- School website: <http://sec.yukonschools.ca/>
- Yukon.ca information on education and schools during COVID-19: yukon.ca/en/education-and-school-supports-covid-19
- Yukon.ca information on COVID-19: yukon.ca/en/covid-19-information

If you have any questions or concerns, please contact Maggie Mann at 867-634-2231 or email to maggie.mann@gov.yk.ca

BELL SCHEDULE: 2020 – 2021 School Year

First bell to enter school rings at 8:20 a.m.

Morning:	Begin	End	Afternoon:	Begin	End
Period 1	8:30	9:10	LUNCH	12:05	1:05
Period 2	9:10	9:50	Period 6	1:05	1:50
RECESS	9:50	10:05	Period 7	1:50	2:30
Period 3	10:05	10:45	Period 8	2:30	3:15
Period 4	10:45	11:25			
Period 5	11:25	12:05			

*UPDATED WITH NEW DATES:

St. Elias Community School Calendar for 2020-2021

Discovery Day	Monday Aug. 17, 2020
Professional Development Day	Friday Aug. 28, 2020
*Professional Development Day	Monday Aug. 31, 2020
*First Day of School for students	Tuesday Sept. 01, 2020
Labour Day	Monday Sept. 07, 2020
Thanksgiving Day	Monday Oct. 12, 2020
Remembrance Day	Wednesday Nov. 11, 2020
Christmas Break	Friday Dec. 18, 2020 – Friday Jan. 01, 2021
First Day Back after Christmas Break	Monday Jan. 04, 2021
Professional Development Day	Friday Jan. 22, 2021
Professional Development Day	Thursday Feb. 25, 2021
Heritage Day	Friday Feb. 26, 2021
Spring Break	Thursday Mar. 18, 2021 to Friday Mar. 26, 2021
First Day Back after Spring Break	Monday Mar. 29, 2021
Good Friday	Friday Apr. 2, 2021
Easter Monday	Monday Apr. 5, 2021
Professional Development Day	Friday Apr. 30, 2021
Victoria Day	Monday May 24, 2021
Last Day of School	Wednesday June 9, 2021

SECS School Council has allocated 3 Professional Development Days:
 Aug. 28th, Jan. 22nd. One (1) School Council PD Day remains to be scheduled.

Yukon Education has allocated 3 Professional Development Days:
 Aug. 31st, Feb. 25th, Apr. 30th.