








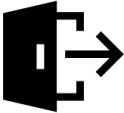


# School Daily Practices

## East Lake School

Time		Important Things to Remember
Before you leave for school		<ul style="list-style-type: none"> <li>• Complete the Daily Health Check BEFORE you leave for school</li> <li>• If you answer YES to any questions please stay home, reach out to HealthLink and get cleared before returning to school</li> <li>• Bring your mask to school</li> </ul>
Before entering the building		<ul style="list-style-type: none"> <li>• Your parents will need to wait off school property. School staff will be available to assist students who need help finding their teachers.</li> <li>• The parking lot will be blocked off each day to allow for students to gather and meet their teachers.</li> <li>• Put on your mask. All students in grades 4 through 6 must wear a mask in designated areas and where physical distancing cannot be maintained. We strongly recommend students in kindergarten through 3 also wear a mask</li> <li>• Meet with your class in the designated area between 7:55 and 8:00 a.m. Please see Entry-Exit Map. Once the majority of students have arrived, the teacher will escort the class into the building.</li> <li>• Stay physically distanced apart – two metres</li> <li>• You will enter the school with your classroom teacher or a supervisor.</li> </ul>
<b>The start of classes – entering the building</b>		
Hand sanitizing stations		<ul style="list-style-type: none"> <li>• Use hand sanitizer and clean your hands as you enter the building</li> <li>• Sanitizer stations will be at the entrance of all classroom spaces as well</li> </ul>
In the classroom		<ul style="list-style-type: none"> <li>• Use hand sanitizer and clean your hands each time you enter a classroom</li> <li>• Wear your mask where physical distancing is not possible</li> <li>• Please sit in your designated spot respecting physical distancing where possible</li> <li>• Talk to your teacher if you need to leave the classroom for any reason</li> <li>• Use your own supplies and do not share your supplies with others. All student belongings need to be labeled.</li> <li>• You will need to bring a water bottle to school each day. You will be able to refill your water bottle in your classroom. The water fountains will not be available.</li> </ul>
Hallways		<ul style="list-style-type: none"> <li>• Follow the traffic flow signs designated for hallways and stairwells</li> <li>• Wear your mask</li> <li>• No hallway lockers will be accessible. Your belongings need to fit in your backpack. You will store your backpack at your desk.</li> </ul>
Washrooms		<ul style="list-style-type: none"> <li>• Ask your teacher if you need to use the washroom during class time</li> <li>• You will be required to sanitize or wash your hands before and after using the washroom.</li> </ul>
Technology		<ul style="list-style-type: none"> <li>• Please bring your own device if possible. Grade 5 and 6 need to have their own devices.</li> <li>• Shared devices will be available but must be wiped and cleaned after use</li> </ul>

<p><b>Lunch</b></p>		<ul style="list-style-type: none"> <li>• You will eat their lunch in your classrooms.             <ul style="list-style-type: none"> <li>○ Grades 1-3 will eat lunch from 12:05 to 12:25</li> <li>○ Grades 4-6 will eat lunch from 11:45 to 12:05</li> </ul> </li> <li>• You will be asked to wipe down your desks before and after eating with a provided wipe</li> <li>• You will be required to sanitize your hands before and after eating</li> <li>• Wear your mask when not eating if physical distancing is not possible</li> <li>• Please do not share food or utensils</li> <li>• Microwaves will not be available.</li> </ul>
<p><b>Recess/Breaks</b></p>		<ul style="list-style-type: none"> <li>• You will exit and enter for recess using a designated door. Please refer the Entry-Exit Map for your door.</li> <li>• Recess and other breaks have been staggered to reduce the number of students interacting with others. You will have a 15 minute recess break in the morning and a 20 minute lunch recess             <ul style="list-style-type: none"> <li>○ Morning recess will be as follows:                 <ul style="list-style-type: none"> <li>▪ Grade 1 and 2—9:45-10:00</li> <li>▪ Grade 3 and 4—10:00-10:15</li> <li>▪ Grade 5 and 6—10:15-10:30</li> </ul> </li> <li>○ Lunch recess breaks will be as follows:                 <ul style="list-style-type: none"> <li>▪ Grades 1, 2 and 3 will go out from 11:45-12:05</li> <li>▪ Grades 4, 5 and 6 will go out from 12:05 to 12:25</li> </ul> </li> </ul> </li> <li>• Supervisors will encourage students to maintain physical distancing while on break</li> <li>• Playgrounds will be open. We have three designated play areas: the play structure, the tarmac and the field. You may be asked to play in one of these areas for the day.</li> </ul>
<p><b>The end of the day – exiting the building</b></p>		
<p><b>Exiting the building</b></p>		<ul style="list-style-type: none"> <li>• You will sanitize your hands as you leave the classroom and head directly out of the building. Your teacher will escort you out of the school.</li> <li>• If your parents are picking you up, you will meet them along Kinniburgh Boulevard, or a designated spot off the school property. Your parents will not be able to come on to the school property to pick you up. Remember, maintaining social distancing is important.</li> <li>• If you take the bus, there will be a procedure to follow so you can get on the bus safely.</li> </ul>

Please note masks are required for all staff and students Gr. 4 – Gr. 12 and encouraged for students K – Gr. 3.