

Principal: Nandy Palmer
Vice-Principal: Shauna Small
Superintendent: Liz Davis
Trustee: N/A

www.silverpines.ps.yrdsb.edu.on.ca

www.yrdsb.ca

Dear Families,

Welcome to the 2020/2021 school year.

I am thrilled to have been appointed Principal of Silver Pines P. S. and Ms. Small is delighted to have been appointed here full-time. We would like to extend our appreciation to you for the warm welcome you have given us, and we look forward to serving you and your children. We are excited about partnering with you to support the P.I.E.C.E.S. of your child/children. The acronym “P.I.E.C.E.S” refers to the needs of students – physical, intellectual, emotional, cultural, environmental, and social. Together, we will do only our very best to ensure the success of the whole child.

Our first letter to families is different from any other we have ever done. Schooling in a pandemic is new to most of us. We thank all of our families for your patience and understanding, as information we share with you continues to change with new and revised direction from the ministry, the board and public health. Please be sure to check yrdsb.ca frequently for updates.

The staff (custodial, office and classroom) at ‘The Pines’ have done remarkable work in getting the school ready to ensure the academic success and well-being for students, and to ensure the safety of everyone. We have engaged in three days of training and learning to ensure we are prepared for the new school year. We have all missed the students and cannot wait to see them. To SPSS students who will be attending virtual school, we wish you a fantastic year ahead.

We thank you in advance for paying attention to the important information in this package. We are hoping that some of the questions you may have around a safe return will be answered here. Please note that protocol may change as we receive new direction, and we will communicate any new information to you at that time.

This upcoming year will be different than any other we have experienced. However, we are confident that if we take care of ourselves and each other, it will be a successful year in every way. We – staff and families – will get through schooling in a pandemic because we will follow safety measures, communicate with each other and do what is needed to stay safe. Together, we’ve got this!

Yours in education,

Nandy Palmer and Shauna Small
Message from the Chair of the Board

As we begin a rather different start to the school year, I want to take this opportunity to welcome new and returning students and families. Whether you are returning to school in person or participating in remote, online learning, we look forward to welcoming you into safe, inclusive and engaging learning spaces.

Staff members have been working hard over the summer months with the Ministry of Education and public health experts to develop a [reopening plan](#) that prioritizes the health, safety and well-being of our students and ensures that important [health and safety measures](#) are in place.

Please know that whatever learning model you chose, we will continue to provide your children with high quality education, and to support their learning, achievement and well-being. Our school staff are prepared to help your child transition back into our learning environments, and we will continue to partner with families to support your child's success.

We know that families have many questions about what to expect as their children return to school. You can find information about what to expect at the start of the school year on the Board website, including frequently asked questions that you may find helpful at www.yrdsb.ca/school-reopening.

Trustee By-Election

Please note that the by-election for the Trustee, Richmond Hill, Wards 1, 2 and 4 will take place in October. Continuous internet voting will begin Wednesday, October 14, 2020 and close Monday, October 19, 2020 at 8:00 p.m. To learn more about the candidates and the by-election, please visit the [by-election page on the Board website](#) or the [City of Richmond Hill Election Information](#) page.

School board trustees advocate for quality public education in York Region, and ensure that our students remain at the centre of all of our decision making. The [Board of Trustees](#) makes [policy](#) and [budget](#) decisions, and communicates with the public, among other [responsibilities](#).

We are also responsible for setting direction for the school board, through our [Multi-Year Strategic Plan](#). This plan sets out four priorities: Foster Well-Being and Mental Health, Build Collaborative Relationships, Champion Equity and Inclusivity, and Empower Ethical Leadership.

The relationship that we have with families is important, and we will continue to keep you informed of our work and priorities. You can also find the [message from the Chair of the Board](#) on the Board's website. If you have any questions or concerns you would like to discuss with a trustee, you are welcome to contact me as [Board Chair](#) or [Corporate Secretariat and Trustee Services](#) until a new local trustee is appointed.

On behalf of the Board of Trustees, I hope you have a great start to the school year and wish you a happy, healthy and successful year ahead.

Juanita Nathan
Chair

TEACHER AND CLASS PLACEMENT, FIRST DAY PROCEDURES

We continue to have changes in staffing allocation and student registration, and are working to finalize teacher assignments and student class placements. We will be **sending out a separate email to families at the beginning of next week** with your child's class and teacher, information on where students should go once they arrive at school.

FIRST TWO WEEKS OF SCHOOL

On **September 2, each family received an email outlining** whether your child is in Group/Cohort A or Group/Cohort B. Please read the email carefully to ensure your child is coming on the correct day.

September 7	September 8	September 9	September 10	September 11
Labor Day	Staff only	Staff only	Kindergarten SK full day Grades 1-8 1/2 of class (Group A)	Kindergarten SK full day Grades 1-8 1/2 of class (Group B)
September 14	September 15	September 16	September 17	September 18
Kindergarten SK full day 1/2 of JK (Group A) Grades 1-8 1/2 of class (Group A)	Kindergarten SK full day 1/2 of JK (Group B) Grades 1-8 1/2 of class (Group B)	Kindergarten SK full day 1/2 of JK (Group A) Grades 1-8 Everyone	Kindergarten SK full day 1/2 of JK (Group B) Grades 1-8 Everyone	Kindergarten Everyone Grades 1-8 Everyone

SCHOOL SUPPLIES

We will be providing learning materials for students. However, given the current situation, we have been receiving questions from families about bringing their own supplies. We have composed the following list of **suggested items** should you wish to provide your child with their own supplies.

- * duotangs (assorted colors) or binders
- * pencil crayons/crayons/markers
- * pencils (sharpened)
- * glue stick
- * geometry set
- * loose leaf lined paper
- * subject dividers
- * pencil box/case
- * 1 – 30 cm ruler
- * highlighter
- * pencil sharpener
- * stick-on notes
- * pens
- * scissors
- * calculator
- * white erasers

Please speak to your child's teacher once school starts for more information.

IN ORDER FOR US TO KEEP EACH OTHER SAFE, FAMILIES MUST ADHERE TO THE FOLLOWING PROTOCOL.

MASKS

- Provide your child with a mask to wear at school.
 - Students in Grades 4 to 8 must to wear non-medical or cloth masks while in school.
 - Students in Kindergarten to Grade 3 are strongly encouraged to wear non-medical or cloth masks.
 - Students need to bring a reusable container (labeled with their name) to store the mask when not in use.
 - For students who are unable to wear a face covering, please speak with your teacher.
 - For more info: [How to put on and take off a face mask](#) and www.york.ca/covid19.

SCREENING

- You are responsible to screen your child each day. Please use the [checklist](#) from York Region Public Health.

LATE ARRIVAL

- If a student arrives late, ring the door bell and wait for office staff to respond.
- If there is more than one family at the door, line up two meters apart, wearing a face covering.
- Once the door is unlocked, the student only is to proceed to the office. Parents/guardians are not to enter the building.

SNACKS AND LUNCHES

- Students **must** bring their lunch and snack each day. Food drop offs **will not** be permitted.

STUDENT PICK UP DURING SCHOOL HOURS

- Parents/guardians need to pre-arrange pickup with the office.
- Office staff will record pickup in 'In/Out' binder.
- Parents/guardians must ring the front door buzzer when they arrive at school.
- Parents/guardians are not to enter the building. Your child will meet you outside the main door.

VISITORS

- Until further notice, visitors are not to enter the school unless through a prearranged exception by appointment only.
- In such an exception, visitors must self-screen and wear a mask.
- In such an exception, visitors must use the hand sanitizer provided.

COVID-19 SYMPTOMATIC STUDENTS

- Students must stay home if they:
 - have any symptoms of respiratory illness, even if mild (parent/guardian must contact York Region Public Health and your medical practitioner)
 - have been told to self-isolate by public health or a medical practitioner
 - have been diagnosed with COVID-19
 - have recently returned from travel that requires a period of self-isolation.
- The use of a mask is not an acceptable measure to attend school for those who are symptomatic.
- In cases where a student develops symptoms of COVID-19, the school will contact the student's parent or caregiver to pick up the child immediately and ask them to bring the child to the nearest COVID-19 Assessment Centre.
- In these cases, students will be isolated in a prearranged sick room until a parent/ guardian can pick them up.

Here are **some** of the measures we have put in place to ensure the safety of staff and students. For additional information, please refer to the [YRDSB Return to School Fall 2020 Plan](#).

COHORTS

- Cohorts will be scheduled to restrict exposure of students to approximately 50 students at the most.
- Class timetables are being changed to restrict mingling of cohorts.
- Previous school activities such as Reading Buddies, etc. and some integration options are on hold until we received additional direction from Public Health.
- Your child will have fewer teachers delivering subjects to them (i.e. one teacher will teach as many subjects as possible to the same class).

STAFF

- Staff will be wearing masks at all times in the building.
- When a staff member is not able to maintain a 2 meter distance from children for instruction or personal care, the staff member will wear a face shield in addition to their mask.
- If your special needs child requires assistance for toileting, then the staff member will be wearing non-latex gloves and a disposable full coverage gown. This will also be the protocol when staff assist some of our little learners in kindergarten who may have an accident at school.
- Staff will use hand sanitizer and/or wash their hands several times during the day, including before and after eating, using the toilet and removing their mask.

CLASSROOM SET UP

- Desks have been spaced out to ensure social distancing.
- Students will be remaining in their homeroom classes. Prep coverage teachers will go into these classrooms to deliver their programs.
- Students are not allowed to sit on the floor (including Kindergarten).
- All *shared* fabric items have been removed.
- Inside each homeroom, there is a desk with hand sanitizer and paper towel for staff and students to use.

SANITIZATION OF SURFACES

All high touch surfaces will be cleaned and sanitized at least twice daily. High skin contact/high contamination areas are inclusive of, but not limited to:

Counter tops	Handrails	Toilet/urinal flush handles
Cubby areas	Hand wash/sink faucets	Toilet seats and bowls
Chairs	Hand sanitizer product dispensers	Touch points on hallway walls
Desktops and classroom tables	Light switches	Sinks, handles and activation buttons
Door hardware	Pencil sharpeners	Washroom partitions

Use of shared objects (e.g., gym equipment, art supplies, toys, games) will be limited when possible or be cleaned between use.

STUDENT MOVEMENT IN SCHOOL

Decals and signage will be installed before the first day of school. All students will receive finalized information on the first day of school.

Hallways

All hallways will be divided into two-way paths for movement in schools to minimize close contact.

Stairwells

All stairwells will be divided into two-way paths for movement in schools. Directional floor decals and wall signage will be placed on/at top/bottom of stairs, and mid landing.

Elevators

If assistance is required by a student, maximum users in an elevator/lift are two. Medical mask and face shield are to be worn at all times in the elevator. Floor decals will be installed indicating recommended standing locations.

Washrooms

Floor decals will be installed indicating recommended physical standing distance at sink(s). The number of students in each washroom at a time will be limited to a specific number.

RECESS, LUNCH AND WASHROOM SCHEDULES

We are currently working on creating schedules that will ensure that there are fewer students on the yard and in the washrooms at the same time. **These schedules will be shared with students on the first day of school.**

NB: Although classes will have assigned times in case students need to go to the washroom, please rest assured that any student needing to use the washroom will not be denied permission to do so.

Student Busing Eligibility – Check Online

Did you know that students' busing eligibility changes throughout their school career? Your son/daughter's eligibility to ride the school bus may change according to their grade and distance from home to school. Below are the provisions for eligibility identified in the Board's Transportation Policy #680:

- All YRDSB students in Grades JK-3 who live within 1.2 km of their school are not eligible for transportation.
- All YRDSB students in Grades 4-8 who live within 1.6 km of their school are not eligible for transportation.
- All YRDSB students in Grades 9-12 who live within a transit served area are not eligible for transportation.

To view Board Policy #680 Student Transportation, please visit www.yrdsb.edu.on.ca. For more information about bus transportation and to determine your son/daughter's eligibility please visit www.schoolbuscity.com.

Students on the Bus

This year, each student will be assigned to a bench on the bus with the specific seat location identified.

- Each bench has three seat locations: 1) Window Seat 2) Middle Seat 3) Aisle Seat.
- Students who live in the same household or are in the same classroom cohort will be seated together.
- To assist riders locate their assigned seat, bench seats will be labelled numerically. Labels will be adhered to the ceiling above each seat.
- A separate seating plan will be developed for all AM and PM routes that service the school.
- The seat directly behind the school bus driver will remain empty to maintain physical distancing between students and the driver.