



Robert Ogilvie Elementary School  
 9907 86 St.  
 Fort St John, BC V1J 3G4



Telephone: (250) 785-3704 Fax: (250) 785-7963

May 27, 2020

Dear RO Families,

Re: Return to School –

Thank you for your responses regarding partial return to school in June. We are busy planning to provide your children with a safe, nurturing and engaging environment while here at school.

**Scheduling**

You will be contacted by the end of the week with information about attendance for your child(ren). All children in a given family will be scheduled on the same days. There are some specific (recent) exceptions for Grade 6 students which is explained in a separate letter from the Superintendent. We will also have staggered schedules for times in the school day, in order to accommodate minimal traffic flow and number of students in any given area. **NOTE: assigned days (T/W) or (TH/F) and schedule (8:45-2:45) or (9:00 -3:00) cannot be changed.** There are just too many factors considered in this plan.

**Robert Ogilvie Elementary Staggered Schedules June 2020**

<b>Group A (8:45 - 2:45)</b>	<b>Group B (9:00 - 3:00)</b>
Morning Supervision 8:30 - 8:45 am	Morning Supervision 8:45 - 9:00 am
Classes begin 8:45 am	Classes begin 9:00 am
Recess 10:10 - 10:25 am	Recess 10:30 - 10:45 am
Lunch - Play 11:55 am - 12:15 pm	Lunch - Eat 12:00 - 12:20 pm
Lunch - Eat 12:15 - 12:35 pm	Lunch - Play 12:20 - 12:40 pm
Dismissal 2:45 pm	Dismissal 3:00 pm
After School Supervision 2:45 - 3:00 pm	After School Supervision 3:00 - 3:15 pm

### **Health and Safety Plan**

We are following guidelines as outlined by the PHO, Dr. Bonnie Henry, the Ministry of Education, the Ministry of Health, and our Premier, Mr. John Horgan. This document is available to families at: <https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-guidance-k-12-schools.pdf>

Our District has provided the following four protocols to consider and abide by:

#### **Four District Protocols for Staff and Students:**

- **No Illness:** Parents/guardians check students daily for signs of cold, flu, COVID-19, call 811 if unsure of symptoms, stay home when sick, if a child becomes sick during the day they will be isolated until a parent can pick them up.
- **Physical Distancing:** maintain a two-meter distance between adults, no physical contact between students.
- **Personal Hygiene/Handwashing:** Handwashing stations are set up for students and staff and all will be required to wash their hands frequently, particularly when entering and exiting the building. Water fountains will not be on but the water bottle filling station is available.
- **Cleaning Regime:** A daytime custodian will be present to clean high touch surfaces frequently including high touch surfaces, bathrooms and handles. Deep cleaning will occur after regular school hours.

#### **Other Important Details:**

- drop off and pick up students outside (students and staff ONLY in the building)
- students will line up on the blacktop behind the cone with their teacher's name
- bring the following items: a water bottle, inside shoes, snack and lunch, school supplies
- families who need access to the School Meals Program, please contact the office
- dress for the weather
- all school iPads will be collected by June 17th for inventory

By Monday, I will be sending out a slide show to watch with your children to help prepare them for the weeks ahead. Classroom teachers may also be sharing instructions and information particular to their class.

We are looking forward to having many of our school community together again.

As always, if you have further questions, please feel free to contact me.

Sincerely,

Mrs. Karen Gonzales  
Principal  
Robert Ogilvie Elementary