



École Sun Valley School

125 Sun Valley Dr. | Winnipeg, MB R2G 2W4 | Tel: 204.663.7664 | Fax: 204.668.9360
Principal: Mr. M. Beauchamp | Vice-principal: Ms. T. Lintott | Web: www.sv.retsd.mb.ca

Hello parents and guardians,

We hope you have all had a safe and happy summer. Our staff are very excited to welcome École Sun Valley School students back to school. We understand that our students will feel a combination of excitement, wonder, concern, and various levels of anxiety. Staff at École Sun Valley School are excited and prepared for students to return to school. Staff will start by focusing on creating positive and strong relationships and connections with all students as well as promoting positive mental health and wellness.

A copy of the document “Welcoming Students Back to École Sun Valley School 2020-2021 Parent and Community Information” was posted on the school website. Below is additional information for you to share with your child. All the plans and procedures outlined follow Public Health orders and RETSD guidelines. There will be many changes to the operations and procedures of the school day. Based on recommendations from Public Health and Manitoba Education, changes may continue to occur throughout the school year. Thank you for your patience, understanding and cooperation during this unprecedented time.

A) Drop Off in the Mornings

8:30-9:00 AM	Bus Students dropped Off
8:45-8:55 AM	Students dropped off by parents
8:55 AM	Small Scholars students will go directly to their classroom

Entry into the school each morning and dismissal at the end of the school day will be staggered. Bus students will arrive starting at 8:30 AM. They are asked to enter the school through their designated door, walk directly to their classroom, stop at the coat rack to drop off outdoor shoes and then proceed into the classroom with their jacket and school bag. Students will not gather outside or wait in line outside prior to school starting. Students are not permitted on the school grounds before 8:30 AM.

School drop off and pick up made simple by PAC!

With the recent changes to the number of students that are able to be bussed to school, we anticipate more families dropping off and picking up their children. In anticipation of this in addition to the need to keep students within their cohorts and using their designated doors, École Sun Valley PAC have devised a plan to ease congestion and help parents safely drop off and pick up their children. Due to social



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distancing guidelines, parents are asked to allow their child to enter the school on their own through their designated door rather than coming into the school with their child. Discussing these drop-off changes with your child prior to Tuesday can help alleviate worry and promote a positive start to the school day. Staff will be ready and available to help students transition to their classrooms.

We will be expanding our Stop, Drop and Go zones to maximize efficiency and minimize traffic congestion in each zone. Each cohort will be assigned an area to “Stop, Drop & Go” as well as a suggestion of streets to park on if you want to walk your child onto the school grounds or if you feel comfortable having them find you there after school. Families with children in more than one cohort should choose one of the areas to use consistently so that their children know where to find them after school every day.

Please make a point of making a plan with your child as to where they should look for you at the end of the day. École Sun Valley School PAC is currently looking for volunteers who could help families navigate these new procedures for the first few weeks. Please email sunvalleypac@gmail.com if you can help out.

Kindergarten parents or caregivers will still be required to accompany their children to/from the classroom doors. Please wait a minimum of 6 feet from the doorway and other parents while you wait for your child to be released and practice social distancing when meeting other parents from your child’s class. As you will need to leave your vehicle, please do not use the Stop, Drop and Go zones but plan to park on surrounding streets such as Regatta Rd, Clearview Dr., Sagewood Ave and Killington Bay. Kindergarten students will be greeted by the Kindergarten teachers and student services staff and children will enter the school on their own.

Kindergarten Side Door (South West Corner)

Baydack Even
Dudenhoffer Even
Baydack Odd
Ziprick Odd

Students using the front doors will have their Stop, Drop & Go zone on Sun Valley Drive, west of the Crosswalk up to the back lane at the end of school property (being careful not to stop between the designated area for the transit bus stop). Parents who wish to park should do so west of the back lane on Sun Valley Drive or surrounding streets west of the school or Sagewood Ave.

Front Doors (South Facing)

Labelle, Tellier, Johnstone, Waite



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Students using the parking lot doors will have their Stop, Drop & Go zone on Sun Valley Drive, east of the Crosswalk up to the back lane. Parents who wish to park should do so east of the back lane on Sun Valley Drive or surrounding streets east of the school or Sagewood Ave.

Parking Lot Doors (South East Corner)

Sanchez
Harling
LaRocque
Curtis

Students using the Courtyard Doors will be dropped off/picked up on Rushmore Rd near the pathway that runs straight from the courtyard to Rushmore Rd. Please Stop, Drop & Go on the stretch of Rushmore that runs parallel to Sun Valley, west of Hovingham St. Parents who wish to leave their vehicles can park on Rushmore, east of Hovingham, Thurlby Rd, or the section of Rushmore that runs north-south, just past the Stop, Drop & Go zones.

Courtyard Doors (North East Corner)

Clarke-Johnson/Beitz
Huynh
Odaisky
Gossen/Vanderhooft
Phillips
Fouillard

Students using the Grade 4/5 Hallway End Door or Playground Doors will be dropped off/picked up on Rushmore Rd near the old playground at the back of the school field. Please Stop, Drop & Go on the stretch of Rushmore that runs parallel to Sun Valley or park and wait on Clearview Dr. or High Point Dr.

Grade 4/5 Hallway End Door (North Facing Doors)

Donnelly
Rawdon

Playground Doors (North-West Corner)

Ballard, Szota, Desrochers



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You are encouraged to:

1. Drop off between 8:45 AM and 8:55 AM.
2. Pick up at 3:30 PM.
3. Do not arrive at 3:10 and remain in the Stop, Drop & Go Zones – if you arrive before the pick-up bell has rung, park 2 blocks away and wait until 3:30 PM to head out front.
4. Make a plan with your child of what to do if they have not located you by the time the last patrol bell rings.
5. Remind your child to take the most direct path to their doorway.
6. Share this information with grandparents and babysitters.
7. Have your child's coats zipped, last minute reminders given, and backpacks in arms before you enter the Stop, Drop & Go Zone.
8. Do not remain in the Stop, Drop & Go Zone until your child has entered the school or you have checked your texts or emails on your phone. Please leave promptly!

If you have questions or concerns regarding these procedures, first reach out to our Parent Advisory Council at sunvalleypac@gmail.com. If your issue cannot be resolved that way, call the school office.

B) Masks

All Grade 4 and 5 students (and Mrs. Odaisky's Grade 3 students since they are part of a 3/4 combined class) are required to wear a mask for the entire school day including recess. Masks are optional for students in Kindergarten-Grade 3 classes. All staff will wear a mask for the entire school day. If a Grade 4-5 student forgets to bring a mask to school, a mask will be provided. Parents are strongly encouraged to talk to their children about how to wear a non-medical mask.



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C) Parents & Visitors Entering the School

Access to school is limited. Please call the school at 204-663-7664 with questions or concerns or contact your child's teacher. Email sv@rets.mb.ca if you want to make an appointment or email your child's teacher directly.

If you are picking up your child for an appointment, call the office upon arrival and a staff member will bring your child to meet you outside at the front door. Returning students to school will be the same procedure as picking up.

Enter for the following reasons:

1. Safety, or health concern or problem
2. Time sensitive concern or problem
3. Deliveries

Report directly to the office. Masks are mandatory for any parent or visitor who needs to enter the school when physical distancing of two metres is not possible.

D) Students Arriving Late

If your child is arriving late to school, please have them enter the school independently through the front doors and report to the office to check-in.

E) Cancellations due to Covid-19

The following programs and routines have been suspended due to Public Health guidelines:

1. Parent Volunteers
2. Hot Lunch
3. Milk Program
4. Students changing for Physical Education classes
5. Friend Room
6. Field Trips (exception: outdoor field trips within cohorts that do not require transportation)



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F) Teaching Outdoors

All Physical Education classes will take place outside weather permitting. Please ensure that your child is dressed for the weather each day (proper shoes, a warm jacket). Classroom teachers will also take students outside for learning experiences.

G) Cohorts

Cohorts involve keeping groups of students together and avoiding interactions with other groups or cohorts. The purpose of the cohort is to limit the mixing of students and staff so that if a child or employee develops an infection, there are fewer possible exposures and contact tracing can be more easily done. The maximum cohort size is 75 students. Below are the École Sun Valley School Cohort Groups for 2020-2021:

Cohorts 2020-2021 École Sun Valley School

Classes	Room	Door
#1 K Baydack (Even) & K Baydack (Odd)	Kinder A	K Side Door
#2 K Dudenhoffer (Even) & K Ziprick (Odd)	Kinder B	K Side Door
#3 Gr 1 Clarke-Johnson/Beitz & Gr 1/2 Huynh	Room 1 & Room 14	Courtyard Door
#4 Gr 1 Labelle & Gr 1 Tellier	Room 2 & Room 3	Front Door
#5 Gr 1 Johnstone & Gr 2 Waite	Room 4 & Room 5	Front Door
#6 Gr 2 Sanchez & Gr 2 Harling	Room 6 & Room 8	Parking Lot Door



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#7	Gr 2/3 LaRocque & Gr 3 Curtis	Room 7 & Room 11	Parking Lot Door
#8	Gr 3/4 Odaisky & Gr 4 Gossen/Vanderhooft	Room 9 & Room 10	Courtyard Door
#9	Gr 3 Phillips & Gr 3 Fouillard	Room 12 & Room 15	Courtyard Door
#10	Gr 4/5 Donnelly & Gr 4/5 Rawdon	Room 49 & Room 52	Gr 4/5 End Door
#11	Gr 4/5 Ballard & Gr 4/5 Szota	Room 48 & Room 50	Playground Door
#12	Gr 4/5 Desrochers	Room 47	Playground Door

K-2 Recess: Cohort #1, 2, 3, 4, 5, 6= 10 classes

3-5 Recess: Cohort #7, 8, 9, 10, 11, 12 = 11 classes

H) Recess and Lunch

To keep students in cohorts together, as well as reduce the number of students playing outside at one time, all recess and lunch periods will be staggered. K-2 students will remain together, and Grade 3-5 students will remain together. Each cohort will follow a recess schedule. Each day, cohorts are assigned to specific quadrants on the playground:

1. Play Structures
2. Tarmac
3. Soccer Field A and B
4. Courtyard
5. Mid-Field and Forest



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Recess and lunch times are as follows:

<u>AM Recess</u>	<u>Lunch</u>	<u>PM Recess</u>
10:15-10:30 K-2	11:40-12:05 K-2 outside	1:55-2:10 K-2
10:35-10:50 3-5	3-5 eating lunch	2:15-2:30 3-5
	12:15-12:40 K-2 eating lunch	
	3-5 outside	

Parents are asked to send all necessary cutlery with students as cutlery will not be provided to students. As well, parents are asked to send foods with younger students that they can eat independently (e.g.: peel oranges and bananas, thermoses with a lid they can open, pudding, yogurt, etc.). Lunch Supervisors will be assigned to the same cohort classrooms for the entire school year.

I) Upcoming Events

1. September 14- First day for all Even K classes together
2. September 15- First day for all Odd K classes together
3. September 24- Virtual Meet the Teacher on Teams (5:00 PM-5:30 PM and 5:30-6:00 PM for parents with more than one child at ÉSVS)

J) Student Forms

1. Student Verification Forms: to be completed and returned asap. The names of 4 contacts (in the event of illness) is required.
2. Parent Portal Access Form: to be completed and returned asap.
3. Technology Form: to be completed and returned asap.

K) School Fees

Parents are asked to check the Parent Portal to find out how much they owe for Student Fees. Students in Grade 1-5 have a credit from last year which will reduce the amount they owe this school year. The Portal will show that payment has been made. Receipts will only be issued if requested.



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L) Illness

If your child is ill, keep them home. École Sun Valley School staff will isolate students who display COVID-19 symptoms in the small conference room in the main office, parents will be called, and students will be sent home.

Everyone who enters École Sun Valley School must monitor for symptoms and exposure. All visitors and parents who exhibit signs and symptoms of illness are asked not to enter the school and to seek applicable health testing.