

Dear Parents, Guardians, and Students:

I hope this finds you doing well and staying safe. I not only want to acknowledge that this has been a unique time, but that it has also been a very difficult time for many families. You continue to be in my prayers as you support your child and your family. I am sending this letter home to share a few details about school re-opening next week. This will be a repeat of some of the details that our Superintendent, Dave Loewen, sent home earlier this week, while other details are Cloverdale Campus specific.

As we go through these next three weeks, we ask that you be gracious with us. We are doing everything we can to keep staff and students safe, but we also know there will be times we need to adjust and adapt. We also ask that you talk with your child about the importance of keeping their hands to themselves and not touching others.

Please note that each teacher will be having a full-class closing Zoom session on either Wednesday, June 17 or Thursday, June 18. We think it's important to give students a chance to close the year together, and we want to send them into the summer with a blessing. Your child's teacher will be emailing you about this.

Also, if your child is not present for face-to-face instruction over the coming weeks, you will be receiving an email where you will be able to sign-up for a time on either Wednesday, June 17 or Thursday, June 18 to come in and pick up learning reports, gather personal items and say good-bye to the teacher.

Life at School

First day: School will re-open on **Tuesday, June 2.**

Last day: Our last day of school will be **Tuesday, June 16.**

School day: Grades K-5 will meet each Tuesday and Thursday. Grade 6 will meet on Tuesdays. Grade 7 will meet on Thursdays. The day will begin at 9:00 am and end at 2:00 pm. E-Learning will continue for all students when at home.

Students and staff only in the building: During this unique time, **students and staff are the only people that are permitted in the building.** We ask that parents do not enter the building.

Drop-off: Our gathering area each morning will be on the field in the rear of the school. **Teachers will be on the field in a designated area from 8:40-9:00.** If it is raining, we ask that your child dress appropriately. **Please note:** If you are driving your child to school, the traffic circle will be closed. We ask that you **park your car in the gravel lot and walk your child up to the field.** Please do not drop your child off at the front entry or in the gravel parking lot and let them walk to the field alone. You can access the path to the field through the back gate at the east end of the gravel parking lot (next to the earthquake container, near Zion Manor). We will have a staff member by the gate in an orange vest directing you to the field. We ask that you

maintain physical distancing with others as you walk to the field. Once your child has been released to their teacher on the field, **we ask that you go directly back to your car.**

Sign off: Parents will be required to indicate that their children are healthy before sending them to school. There is another document included in this e-mail with further information pertaining to this. **For the good of the community, we ask you be very, very diligent in monitoring your child's health.**

Pick-up: Teachers and students will be on the field for pick up at 1:55. We ask that you pick up your child between 1:55-2:15. If you are waiting on the field before 1:55, we ask that you practice proper physical-distancing.

Punctuality: While we always value punctuality, **we ask that you be diligent about drop-off and pick-up times.** If you arrive after 9:00 in the morning, please walk your child to the front doors and have them use the buzzer, and they will be let in the building. Please do not enter the school with them. If you arrive after 2:15, students will be asked to wait in the school, please park your car and use the use the buzzer to let us know you are waiting and you can meet your child at the front doors.

Staggered entrances and entrance times: At 9:00, **classes will be dismissed every three minutes** from youngest to oldest. Classes have been assigned either the south or north doors in the rear of the school, which they will use upon arrival, throughout the day, and at the end of the day. The times below indicate the staggered times they will leave the field in the morning to go to their class to begin their day, and the time they will exit their classroom to go to the field at the end of the day.

- Kindergarten Luymes-South (9:00 depart field, 1:40 depart classroom)
- Kindergarten Thomas-North (9:00 depart field, 1:40 depart classroom)
- Grade 1-South (9:03 depart field, 1:43 depart classroom)
- Grade 2-North (9:03 depart field, 1:43 depart classroom)
- Grade 3-South (9:06 depart field, 1:46 depart classroom)
- Grade 4-North (9:06 depart field, 1:46 depart classroom)
- Grade 6-North (9:09 depart field, 1:49 depart classroom)
- Grade 7-South (9:09 depart field, 1:49 depart classroom)
- Grade 5-South (9:12 depart field, 1:52 depart classroom)

Morning Recess and Lunch Recess: To maximize space and safety, **classes have been assigned specific times and places for morning recess and lunch recess.** Teachers will determine the time for eating snacks and lunches.

- **Morning Recess**
 - 10:00-10:15: Kindergarten Luymes (forest) + Grade 3 (field)
 - 10:15-10:30: Kindergarten Thomas (forest) + Grade 6 (field)
 - 10:30-10:45: Grade 1 (forest) + Grade 5 (field)

- 10:45-11:00 Grade 2 (forest) + Grade 4 (field)
- 11:00-11:15 (Grade 7)
- **Lunch Recess**
 - 11:30-12:00: Kindergarten (field) + Grade 3 (forest)
 - 12:00-12:30: Grade 1 (field) + Grade 6 (forest)
 - 12:30-1:00: Grade 2 (field) + Grade 5 (forest)
 - 1:00-1:30: Grade 4 (field) + Grade 7 (forest)

Class size and implications: There is a maximum 50% student capacity in all classes. Depending on how many families have indicated that they are returning in your child's class, this does mean your child could potentially spend a portion of their day in a different classroom, or your child's class may meet in an alternative, larger location (the gym, the library, or the staff room, for example).

Classroom space: To allow for maximum space for student movement and to adhere to social distancing protocols, the physical space in classrooms has been altered and, where necessary, additional furniture has been removed

Playground: Please note that all **playground equipment and swings will be closed and marked off with yellow tape**. During recess, **students will not be able to share equipment** (frisbees, basketballs, four square etc.) or play games like tag or manhunt.

Cleaning (Tuesday and Thursday): Mrs. Cordeiro will be working from 8:00-4:00 each day. We have also hired Ms. Randi Buchanan to work with Mrs. Cordeiro for 4 hours each day. **On Tuesday and Thursday, the focus will be on spot cleaning.** When classes are outside for scheduled recess times, Ms. Cordeiro will go in the empty classrooms to clean high-impact areas (light switches, desktops, door handles, faucets). There will also be a focus on spot cleaning bathrooms, handrails, exterior door handles and other high-contact areas.

Cleaning (Monday, Wednesday, Friday): **The school will receive a deep cleaning on the days that students and staff are not in the building** for in-class instruction.

Masks: The decision to wear a mask is a personal one, and we will not question or shame anyone for their choice. Nobody will be required to wear a mask, and it is extremely important that Surrey Christian School continue to be a safe place for everybody.

Hand sanitizer stations: Hand sanitizing stations will be available at each entry, in each classroom and throughout the building

Handwashing: Teachers will set up **handwashing schedules in their classroom**. Each classroom has a sink and soap dispenser. We will ensure all soap dispensers remain full. **Each classroom will also have spray-on hand sanitizer.** Teachers will review proper handwashing technique, and signs will be posted in each classroom, bathroom, and staff room regarding handwashing. **Each classroom also has a container with disinfectant wipes.**

Student traffic: All stairways and the upstairs hall have taped lines and arrows indicating the proper flow of traffic. **Staggered desks have also been placed down the middle of the hallway** to ensure proper distancing. Students will be taught to **“stay to the right”** when in hallways and stairwells.

Bathrooms: There **should only be one person in the bathroom.** The floor outside the bathroom will be marked with **two designated spots where students will wait 6 feet apart.** If both waiting spots are taken, students will be asked to go-back to their class and check if the bathroom is available a few minutes later. Bathroom doors will be partially propped open to protect a student's privacy while also ensuring they do not need to use their hands to open the bathroom door. Teachers will not send more than one girl or boy at a time to the bathroom.

School supplies: Where possible, students are encouraged to bring some of their own school supplies in a personal pencil case or other storage container. **Teachers will also be giving students their own school supplies to use while in school.** Students will no longer be sharing communal school supplies.

Food: Students need to **bring their own lunch and water bottle.** Students will not be able to share food. **Students will pack out anything they packed in.** This means **compostable items and garbage will go home with students.**

Common spaces (gymnasium, music room, mutli-purpose room,library, etc.): These areas will be closed, unless they are being used as a new “classroom” to accommodate the volume of students returning in one class.

Dress for outside: While students will be outside for morning and lunch recess, your student's class may go outside to eat their lunch or to engage some outdoor learning opportunities. Please **have your child dress appropriately for the weather** as they will be outside each day they are at school.

Windows: Classroom **windows will be open as much as possible** to maximize air circulation.

Office: While Ms. Schoenroth will be at school, the door to the **office should remain closed at all times.**

Thanks so much for your continued partnership during these times. As a community, we ask that you continue to hold our school up in prayer. We know that the Lord continues to hold our families, our school, and our world in His hands, and we are thankful for the fact that our Lord reigns over every square inch of this world.

Matthew Beimers
Principal