



Hello Three Lakes School Students and Families,

It is with excitement I reach out to you today. We are a week away from returning to school, and I promise you that our teachers are excited to welcome everyone back into the school and their classrooms!

My main purpose today is to provide a summary of our return to school plan. However, I also want to mention a few other important things before getting into that summary. Before I do, I want to thank each of the staff members here at the school. As I am new to the school and community it would have been nearly impossible for me to create our reopening plan without the input of our school staff.

### **A goodbye**

We say goodbye to Mrs. Heidecker who has resigned her position. We wish her all the best and thank her for all she provided Three Lakes School students, staff, and families over the years.

### **Welcome back!**

We welcome back Mrs. Mansfield who will be in our school each morning teaching our grade 4/5/6 group ELA and Social Studies, as well as supporting our younger elementary group.

### **Our Return to School Plan**

The full version is available on the [school's website](#) under "School News". This summary is intended to highlight a few items that may be of greatest importance and concern to you.

Our reopening plan followed the requirements and guidelines provided by Horizon School Division and the Ministry of Education. Though, our plan has been individualized to our own school and needs. Careful considerations were given to every aspect as we balance the need for safety, while providing students with the most effective learning environment that is possible under the circumstances. We appreciate your understanding for this as you learn the details of our plan. We also appreciate your patience as we work through the plan during the opening days. We will do everything we can to decrease anxieties you may have during the opening days and weeks. **If, however, you do have COVID related concerns and are wondering if sending your child to school is the best choice, I ask that you call me at the school this week. We can discuss your concerns and options moving forward.** Again, we are making every effort to help families feel comfortable as we return to school. The safety of all students and staff is our first priority.

Before getting into the summary I want to say that the most important part of our return to school plan is the fact that we are returning to school. This is very exciting and we hope you share this excitement. There are noticeable changes to the school year and the school day, but we are back at school. Closely following all COVID related guidelines and protocols is our plan in an effort

to achieve the goal of beginning to loosen those restrictions as soon as possible. I ask parents and guardians to take part in this effort by teaching, reminding and reinforcing the school protocols with their children. Supporting the return to school plan in this way will help support your children and their learning early in the school year and in the months ahead.

### ***Plan summary***

#### **1) Masks**

- a) Students in grades 4-12 are required to wear masks. This means they will wear masks while entering the building, while in the hallways, and classrooms. Our classrooms are not large enough to space students far enough away to meet the 2 meter requirement.
  - i) If dropping off your child(ren) please assist your child with their mask.
  - ii) If your child(ren) walks or drives to school please ensure your child will be prepared to enter the building wearing their mask.
  - iii) We will have supervisors helping students as needed.
- b) **Riding the bus** - ALL STUDENTS, including K-3 students, must wear a mask while riding the bus;
  - i) K-3 students will wear their masks until in they enter the classroom
  - ii) Students will reload buses wearing their masks
  - iii) We will have supervisors helping students as needed
- c) Students can remove their masks after exiting the building. In the case students are in close proximity to each other while outside during class time, recess, or breaks, we will instruct them to wear their masks.
- d) Horizon School Division will be providing all students with one reusable mask. Your encouraged to obtain additional reusable masks as you feel best suites the needs of your family.

#### **2) School access**

- a) Parents will not be able to access the school. Meetings or other visits will be scheduled ahead of time.
- b) If picking up your child during the school day please call the office ahead of arriving at the school. Mrs. Krentz will assist in preparing your child for pick-up.

#### **3) Teaching hand hygiene and PPE**

- a) Teachers will go through the return to school plan with students to help them learning our new procedures
- b) Teachers will be teaching and reinforcing proper hand hygiene and PPE practices
- c) We ask parents to continue to teach and reteach proper hand washing and sanitizing practices, as well as the proper use of masks

#### **4) Keep it at home**

To minimize the number of items that can be contaminated, we are instructing parents to keep extra items like toys and gaming devices at home. If these, or other similar items, are sent to school we will place them in the child's backpack to be taken home at the end of the day.

**5) Microwaves have been removed**

Please ensure your child's lunch accounts for this. Send a sandwich, or another healthy meal option that does not require reheating.

**6) Canteen**

The canteen has been closed for the time being.

**7) Transportation - Bus**

- a) Guest riders will not be approved for the foreseeable future.
- b) Parents/caregivers need to ensure their children are boarding the bus with freshly cleaned/sanitized hands.
- c) Seating plans based on family groups will be created by the bus drivers.
- d) Students will be asked to refrain from moving about the bus. Once seated, children must remain in that seat until it is time to disembark from the bus.

**8) Transportation - Staff Vehicles**

- a) Staff will not transport students in any private vehicle

**9) Lunch Hour**

Students are allowed to go home for lunch. To maintain healthy hygiene, we encourage families to remind their children to thoroughly wash their hands when arriving at home.

High School Students (10, 11, 12) are allowed to leave the school during the noon period. We encourage parents to instruct their children to make safe choices to support the efforts that are being taken at school.

In the event it is necessary, Horizon School Division reserves the right to shorten the lunch period and close campuses. We will communicate any changes with parents prior to them taking effect.

**10) Pickup & Dropoff**

- a) Parents can drop off and pick up their child at the school. Students will enter the school through their assigned entrances.
- b) When picking up your child at the end of the school day we ask that you wait outside either in your vehicle or in an area that allows for physical distancing.
- c) **If picking up your child during the school day please call the office ahead of time.** Mrs. Krentz will communicate with the classroom teacher to prepare your child for pick up. Your child will then exit the school through their assigned exit.

**11) Dates**

All dates are subject to change. We will update you and the calendar when changes take place.

**12) School Pictures**

School pictures are not on September 8<sup>th</sup>. We will inform families when they are rescheduled.

### 13) Family contingency planning

In the case learning from home becomes a requirement it is important families have a plan in place for child care and for learning. Things to consider:

- Learning location
- School class schedule
- Guardian who will be the primary contact

For additional information and support please see the Saskatchewan Government's [Safe Schools Plan Parents Package](#).

### Timetable (7-12)

Student Timetable Semester 1								
Period	12		11		10		7/8/9	
	Odd	Even	Odd	Even	Odd	Even	Odd	Even
1	Pre-cal. 20 Workplace 20 Mrs. Broad	ELA 20 Mrs. Parsons	Pre-cal. 20 Workplace 20 Mrs. Broad	ELA 20 Mrs. Parsons	ELA A10 Mrs. Parsons	Workplace 10 Mrs. Broad	Math Mrs. Schwark	Math Mrs. Schwark
2	Pre-cal. 20 Workplace 20 Mrs. Broad	ELA 20 Mrs. Parsons	Pre-cal. 20 Workplace 20 Mrs. Broad	ELA 20 Mrs. Parsons	ELA A10 Mrs. Parsons	Workplace 10 Mrs. Broad	Health & Careers Mr. Burke	Art Mrs. Schwark
3	Phys. Ed Mrs. Broad	History 30 Mr. Burke	Phys. Ed Mrs. Broad	History 30 Mr. Burke	Phys. Ed Mrs. Broad	History 10 Mr. Burke	ELA Mrs. Parsons	Science Mrs. Schwark
4	Distance Ed. Mrs. Broad	Health Science 20 Mrs. Broad	Phys. Sci. 20 Mrs. Broad	Health Science 20 Mrs. Broad	Sci. 10 Mrs. Broad	Health Science 20 Mrs. Broad	Social Mrs. Parsons	Phys. Ed Mrs. Parsons
5	Distance Ed. Mrs. Broad	Health Science 20 Mrs. Broad	Phys. Sci. 20 Mrs. Broad	Health Science 20 Mrs. Broad	Sci. 10 Mrs. Broad	Health Science 20 Mrs. Broad	PAA – Wildlife Mn. Mr. Burke	ELA Mrs. Parsons

### A message from your School Community Council

Cindy King, our SCC chairperson, would like me to add that there are openings on the SCC and invites parents and community members to join. Please contact me at the school, or Cindy directly to ask for more information.

### Meet the new principal

During this abnormal start to the school year we will not be hosting our traditional welcome back events. For the purposes of helping everyone transition into the school year I want to provide an opportunity to meet the new principal in some form. For this, I will be hosting a Zoom meeting on Wednesday evening at 7pm. You are invited to Zoom in to say hello. Students are welcome to attend as well! I look forward to seeing you Wednesday night.

\*If using your phone, you will want to download the Zoom App before Wednesday night.

\*If using a computer your computer will automatically download the program (you may have to give it permission to do so).

\*Otherwise, use the link and information that is provided on the invitation that will be sent in a separate email.

**Keep informed**

Please stay updated on school related news by reading updates that are sent via email or posted on our website or the [Horizon website](#).

This is all I have for now. Please call me at the school as you may need to discuss the return to school plan. I look forward to meeting everyone and becoming part of this great school!

All for now,  
Mr. Dwane Burke  
(306) 367-2122