



August 31st, 2020

Dear Ellison families,

We look forward to welcoming your child(ren) back to safe classrooms on September 10th or 11th for a full day of orientation. Starting school will look different than last year, so we thank you for both your patience as we planned for back to school and your diligence in helping us keep everyone safe.

- On **Thursday, September 10th**, students in grade 1-5 with **last names that begin with A-K** will be in session from 8:30 - 2:30 for their orientation.
- On **Friday, September 11th**, students in grade 1-5 with **last names that begin with L-Z** will be in session from 8:30 - 2:30 for their orientation.
- Our **Phased in Kindergarten** schedule **begins Thursday, September 10th**. Please refer to our updated Kindergarten schedule on our school website <http://www.ele.sd23.bc.ca>. **The first full day of Kindergarten is, Thursday, September 17th**. If you have questions, please call the office at 250-870-5140.

Please review the attached learning plans, maps, and documents on basic procedures for returning to school (Contained in Back to School Procedures – District and Ellison document). Staff will familiarize students with safety procedures and ensure clean, safe learning spaces, but knowing our new procedures will help you make sure students travel safely and arrive to school in good health.

Please remember the following key points for arriving to and leaving from school this fall:

- Remind children to keep their distance and refrain from touching others while waiting for the bus and lining up for entrance to the school. Our staff will be out early on September 10th and 11th helping students find their classroom line ups.
- Parents/caregivers are to leave school grounds shortly after dropping off and everyone must leave the school grounds once students are dismissed for the day. We ask that you kindly use our "Kiss and Go Lane" (bus lane), drop off outside of our school grounds on Parkdale Rd, or use the community entrance at the end of Esquire Rd. Students should be dropped off as close to 8:20 am as possible and picked up as close to 2:30 pm as possible. Further details are in our Back to School Procedures letter. We thank you for your help with this.
- Parents/caregivers must not enter the school unless you have a scheduled appointment/invitation from school administrators. Please do not hesitate to reach out to your child's teacher, the office staff, or myself via email or calling the school office. Your engagement is very important to us!



Here is a sample timetable for elementary students:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:25 am	Learning groups line up outside at their designated meeting area for staggered entry				
Morning	Instructional Time (Staggered recess break for half the school in designated play areas)				
Lunch	Half of school to play while other half eats in classroom, then switch places				
Afternoon	Instructional Time (Staggered recess breaks for half the school in designated play areas)				
2:25 pm	Staggered dismissal of learning groups				

We thank you for your ongoing care, support, and patience as we navigate our response to the pandemic. As a staff, we are dedicated to doing the best we can for each of the children in our community! You can learn more about district-wide plans for safety, returning to school, and provincial updates at sd23.bc.ca. Thank you for staying engaged and connected to our school community. By working together, we can help students feel welcome, safe, and ready to learn.

Sincerely,

Michelle Relova

Principal, Ellison Elementary School

michelle.relova@sd23.bc.ca

250-870-5140

eSchoolBC Option – For students who are immuno-compromised, please contact your school for information about enrolling in distributed learning options through eSchoolBC.