
The Queen Elizabeth School



Educating our children for lifelong learning, inspiring young minds and hearts to succeed and be active contributors within our global community.



Principal: Krista Warren

Office Administrator: Jayanna Wood

Friday June 12, 2020

Dear Parent/Guardian:

I hope that this message finds you and your family well. I know that one of the issues that is important to you is getting access to your child's belongings at the school.

The school district has been working with **Leeds, Grenville & Lanark District Health Unit** and the **Eastern Ontario Health Unit** to develop a plan to do this safely. The plan includes safety measures such as physical distancing, hand rub sanitizers and traffic flow. These actions will help to reduce the risks of exposure to COVID-19 and limit the spread of the virus. As well, face coverings (non-medical) prevents the wearer from spreading germs. Face coverings are highly recommended in Ontario by Public Health when physical distancing is not possible.

For those families who cannot retrieve their personal belongings at this time, their belongings will be stored at the school until an additional opportunity to access the school at a subsequent scheduled time, when the school is permitted to be open for such activity.

How Do I Retrieve Personal Items from my Children's School and Return School Property?

Starting Tuesday June 16, 2020, persons will be scheduled to pick-up their student's personal belongings at the school. The retrieval of personal items will include COVID-19 screening point and processes to receive personal belongings. There will also be a location for the return of school board items. See the process below. The school will be open for access on **Tuesday June 16th from 9:00am – 6:00pm** and on **Wednesday June 17th from 9:00am – 3:00pm**.

Self-scheduling can be accessed using the following link to schedule your own appointment date and time: [QES School Access for Student Belongings](#)

What If I Have Questions About Scheduling An Appointment? If you have questions regarding booking an appointment, please email krista.warren@ucdsb.on.ca.

What Safety Protocols Will Be In Place? There will be strict physical distancing and sanitizing protocols in place to ensure the safety of our parents/guardians and staff. Tape lines and pylons will be placed on the pavement at the door used for entering to ensure that the people entering keep six feet apart.

80 Wilson Street East, Perth, Ontario K7H 1M4

Phone: 613-267-2702

Fax: 1-855-428-1499



www.facebook.com/queenelizabethschool



www.twitter.com/QueenESchool


Creating Futures,
Leading and
Learning for All

COVID-19 Screening of Parents/Guardians or designate. Prior to gathering and receiving their student's personal belongings, all persons will be verbally asked the following:

- Have you completed the Ministry of Health COVID-19 on-line self-assessment tool? School access may be permitted, if you are well and currently practising the usual physical distancing measures. (LINK :<https://covid-19.ontario.ca/self-assessment/>). **Complete before appointment.**
- Are you currently experiencing any Symptoms of COVID-19?
- Have you travelled outside of Canada in the last 14 days or been in close physical contact with a person who has?
- Have you been in close contact with someone who has COVID-19?
- Have you been in close contact with someone who is sick with respiratory symptoms (fever, cough, and/or difficulty breathing)?

NOTE: The Board reserves the right to deny entry to the school to anyone suspected or confirmed of having COVID-19 in the past 14 days or anyone showing symptoms.

How do I return school materials? Schools will designate a location (i.e. table, bin) at the school for the returning of books, musical instruments, school equipment and school technology if a student no longer requires the technology for instructional purposes. Please label your child's materials being returned.

What Are Some Important Reminders To Be Aware Of?

Parents/guardians are reminded of the following:

1. Consider bringing your own bag(s) to carry student's belongings. While some items may be prebagged and labelled, other items that were not labelled will not be.
2. Follow all verbal and visual signage direction.
3. Please arrive promptly for your appointment time.
4. Park in staff/visitor parking lot off of HALTON St.. Only one person can get out of the car.
5. Proceed to the yard, where the primary yard entrance is. Closest entrance to Halton St.
6. 5 other people will be arriving at that time so keep 2 meters apart from others. The screening questions will be asked to the whole socially distanced group at once.
7. People going to the furthest classroom will be let in first from the group. Do not pass anyone in the hallway as the hallways are not wide enough to allow for social distancing.
8. The hallways are one-way. Follow the arrows. You will exit through the kindergarten exit and walk around to your car.
9. Proceed directly to your car, going around the front of the school.
10. Any school items brought from home that need to be returned (i.e. library books, readers) should have the borrower's name on a piece of paper in or on the item and be placed in the designated area across from room 7. There will tables there and a staff member supervising the area.
11. Washrooms and water fountains will not be accessible.



Post School Access Control Measures

Any student/parent/guardian who has accessed school property, and during or after their entry to the school site feels sick or experiences COVID-19 / flu-like symptoms should contact an COVID-19 Assessment Centre or their health care provider and communicate these concerns to me so that I can follow board protocol.

Should you have any further questions or require an accommodation, you can contact me at krista.warren@ucdsb.on.ca.

Thank you for your patience, cooperation and support through these challenging times.

Sincerely,



Krista Warren
Principal

