

ERIKSDALE SCHOOL HANDBOOK

ERIKSDALE SCHOOL – PREPARING STUDENTS FOR THE FUTURE

In Eriksdale School, students learn to be better readers, writers, problem solvers and human beings.

We have four understandings that guide our discussions with students and decisions about behaviour.

- Be Safe
- Be Kind
- Be Honest
- Have Fun

Parents are encouraged to be active in their child's education. If you have questions or want to talk to someone at the school, your child's classroom teacher is the best person to talk to first. You can phone the school at 204-739-2635 or contact:

Grade	Teacher	Email
Kindergarten	Miss Laurel Roberts	robertl@lakeshoresd.mb.ca
Grade 1/2 Teacher and Grade 7/8 Literacy	Ms. Casey Stafford	Staffoc@lakeshoresd.mb.ca
Grade 3/4	Mrs. Amie Whiteside	whitesa@lakeshoresd.mb.ca
Grade 5/6	Ms. Crystal Buhler	buhlerc@lakeshoresd.mb.ca
Grade 5/6 and Guidance	Ms. Larissa Rempel	remPELL@lakeshoresd.mb.ca
Grade 5/6	Miss Nicole Wright	wrightn@lakeshoresd.mb.ca
Grades 5-8 Science, Social Studies and Manufacturing	Mr. Brandon Bamford	bamforb@lakeshoresd.mb.ca
Grade 7/8	Mrs. Kirsten Bruce	bruceki@lakeshoresd.mb.ca
Grade 7/8	Miss Jaide Pipella	pipellj@lakeshoresd.mb.ca
Phys. Ed.	Mr. Brad Drews	drewsb@lakeshoresd.mb.ca
Music and Grade ½ Science and Social Studies	Mrs. Tess Nesca	nescate@lakeshoresd.mb.ca
Vice-Principal, Resource, Grade ½ Teacher	Mrs. Toni Weatherburn	weathet@lakeshoresd.mb.ca
Principal and Guidance	Mrs. Jen Cameron	desjarj@lakeshoresd.mb.ca

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ALLERGY ALERT

Eriksdale School is a peanut, tree nut, shellfish, fish and scent safe environment. **We require that no peanuts, nuts, shellfish, or fish be brought into our building.** Scented products like spray deodorants and perfumes are not to be sprayed in the building.

ATTENDANCE

The classroom teacher marks all attendance. **If you know your child will not be in school on a particular day, please contact the school or your child's teacher through a note or email.** When students arrive late for school, they must go to the office to let the secretary know they are there.

COVID-19

Eriksdale School follows all Public Health measures including physical distancing, frequent hand hygiene, cohorts under 75 people, and wearing a mask (grades 4-8) in times when physical distancing of 2 meters may not be possible, such as in the hallways. Gym classes are held outside whenever possible, so it is very important to dress for the weather. Parents must screen their children each morning before leaving for school using Manitoba's Covid-19 Screening Tool questions, which can be found at this link: [Screening Tool Questions](#)

If the checklist advises you "Not to Enter" stay home, isolate and refer to the [Online Covid-19 Screening Tool](#) or call Health Links – Info Santé at 204-788-8200 or toll free at 1-888-315-9257 for further guidance. Up to date information on COVID-19 can be found at: www.manitoba.ca/covid19

Students who develop these symptoms at school will be isolated and will be asked to wear their mask. Their parents will be notified right away, and the student must be picked up from the school as soon as possible. They will not be able to ride the bus home that day.

BREAKFAST PROGRAM

Breakfast is provided free to all students. Eriksdale students can have breakfast when they arrive at school in the morning before classes start. Food is eaten in homerooms.

BUS PROCEDURES

Students who ride the bus are expected to follow the bus rules. Any student who chooses not to follow them can lose their bus privileges. Students riding the bus should dress for weather conditions. **All students must wear a mask on the bus.**

Buses are in the school parking lot and ready to load or unload from 8:20 to 9:05 a.m. and 2:50 to 3:45 p.m. Please do not enter the parking lot to pick up or drop off when the buses are here. We request that you use School Road as the drop off/pick up point and have the children walk to and from the vehicles on the sidewalk. **No parking is allowed on Eriksdale Drive to the east of the school or on School Street on the east side.**

Due to the current circumstances, alternate arrangements cannot be made for bussing before or after school. Students must be picked up and dropped off at their usual spot.

CANTEEN

Students can pre-order food from the canteen and it is delivered just before lunch. Canteen items and prices will be sent home when they are available. All prices and food availability are subject to change.

CELEBRATIONS

Throughout the school year, all classrooms have a variety of celebrations of learning. Due to the current Covid circumstances, these events are on hold for now. When it is safe to do so, parents are encouraged to attend these celebrations so they see what their child is learning as well as the ways their child can demonstrate that learning. In the meantime, increased communication between home and school will be important. In June, Kindergarten and grade 8 have special celebrations that we hope to be able to hold again this year!

COMMUNICATION

From time to time concerns arise. It is important that the teacher is contacted first to discuss the matter. If this does not resolve the concern, a meeting with administration can be scheduled.

Please remember that teachers may not be able to access their emails more than once a day. If your message is of an urgent nature, please email the secretary at wickenja@lakeshoresd.mb.ca or call 204-729-2635. If you do not receive an email reply it means the email has not been read.

Our main method of communicating with parents is through email. You can also check Lakeshore School Division's website and Facebook page. Some teachers have classroom Facebook accounts, so please check with your child's teacher. Other methods of communication to parents include paper notes and automatic phone calls. Please ensure the school has your up to date contact information so you will get the emails and phone calls.

Report cards are another form of communication and are sent out 3 times a year. The dates are on the school calendar. Each year in May we have a Celebration of Learning, which is an opportunity to see your child's work from throughout the year. This event is subject to change based on Public Health directive at that time. Please also talk to your child's teacher at other times of the year.

In the event that we have to switch to a remote learning situation, we will be using 2 platforms to communicate and deliver our online learning; Seesaw (K-2) and Microsoft Teams (3-8).

DAILY SCHEDULE

8:30 a.m.- Eriksdale buses arrive, and students enter through designated cohort doors. K-4 students use the early years doorway to the west, grade 5 and 6 students use the main doors, and grade 7 and 8 students use the doors on the east side of the school. K-4 students drop off their bags in their classrooms and have a recess. Grades 5-8 students go to their homeroom classrooms. Breakfast is available.

8:40-8:50 a.m.- Those who walk or are dropped off at school should arrive at this time. Enter through designated cohort doors, then follow the plan above.

8:50-9:00 a.m.- Lundar buses arrive and students enter through designated cohort doors. Breakfast is available to have in their classroom. Students come in from recess and all students are go to their homerooms for attendance and O' Canada.

9:00 a.m.- Classes begin.

11:00-11:15 a.m.- Recess

12:15-1:15 p.m.- Lunch hour

2:15-2:30 p.m. Early years students have recess. Middle years remain class.

3:05 p.m.-Lundar students prepare to leave. Early years students remain in class. Once buses have left, middle years students have recess.

3:30- Eriksdale students leave.

During the lunch hour, the students are supervised by Educational Assistants. **Microwaves are not available to students at this time.** This will be re-evaluated when it is safe to do so. Students are allowed approximately 30 minutes to practice hand hygiene and eat. The other 30 minutes is spent outside for recess.

EMERGENCY CONTACTS

All students are required to have a contact available in case of an emergency. Please ensure that if you or your emergency contact has a change of information during the school year that you let the school know. This includes an emergency billet who lives in the town of Eriksdale where your child can stay if there is a storm and the buses are unable to run.

ENTRY TO THE SCHOOL

All visitors to the school must use the main door. This door is always locked, so please ring the doorbell to enter. **Visitors must practice hand hygiene upon entering the school and must wear a mask.** They must then sign in at the office and will be escorted where they need to go or given a visitor pass. **Only essential visitors will be allowed into the school at this time. Please call ahead to book an appointment if you need to come into the school for any reason. If you need to pick your child up or drop something off for them, call the school to let us know you are here, and we will have your child meet you through their cohort door.**

INDOOR SHOES

Indoor shoes are not required at this time. Students will not be required to change their shoes when they enter the school to reduce any congestion at the doors. If the weather is wet, students may keep a pair of outdoor shoes in their classroom and bring an indoor pair to change into. This will be evaluated again as the winter approaches.

LOCKERS AND LOCKS

Lockers will not be used at this time. All belongings will be kept with them in their classrooms.

MEDICAL CONDITIONS

The school must be informed of any special medical conditions. If a student needs to take medication during school hours, please provide written authorization stating the child's name, the name of the drug and the time it is to be given. The medication is stored in a safe place in the school. Please notify the school of any possible side effects.

PRACTICE DRILLS

We do 10 fire drills, two lock down drills and a tornado drill every year. If you ever see a light flashing on the outside wall of the classroom closest to the office, it means the school is in a lock down procedure. Do not approach the school while the light is flashing. This light also flashes during a lock down *drill*. Bus evacuation drills are held twice a year for all students.

RECESS

Students go outside for recess unless a doctor's note is provided to the school stating the student must stay inside. Other factors will be considered when deciding if a student needs to stay inside, including but not limited to staff discretion, timing of illness or extent of injury. In general, if a student is healthy enough to be at school, he/she is healthy enough to go outside for recess. Please contact your child's teacher if you have questions.

When the air temperature or wind chill reaches -30 Celsius or colder, the recess is either shortened or held inside. Decisions about recess are up to staff discretion. See this link for a windchill/temperature/frost bite table.

http://www.candac.ca/candac/Outreach/Teacher_Resources_Index/tri/31.pdf

Please ensure your child wears proper clothing for the weather each day. In general, students in K-4 are asked to wear what their parents send, unless the weather varies through the day. Staff encourage and remind students to dress appropriately. Choosing clothing appropriate to the weather is a learning process that we support. Students in grade 5-8 make their own choices about what they will wear out for recess.

Students will practice hand hygiene and use their cohort's doors for exiting and entering the school for recess.

TECHNOLOGY

Computers and iPads are available for all students to use during class time. Students in grades 5-8 receive their own laptop from the division. These laptops are allowed to come home if put into a remote learning situation this year. Use of technology is at the discretion

of the teachers and administration. Inappropriate use of personal technology may result in the technology privilege being taken away.

VOLUNTEERS

All volunteers are required to have an up to date Criminal Record check and a Child Abuse Registry Check on file with the school. These documents may take up to 3 months to complete so please start the process early if you want to volunteer. Volunteers will be limited this year and only called on if deemed essential.

WEATHER

If at 6:00 a.m. the temperature, as read from the local automated weather station, reaches minus 40 Celsius, or the wind chill reaches minus 45 Celsius, the division will cancel buses/classes. Other factors such as visibility and road conditions may also cause buses and classes to be cancelled by the division. For more information on closures, go to lakeshoresd.mb.ca or listen to CJOB. Notification phone calls will be made.