



H. C. Avery Middle School

10 Marigold Bay
Winnipeg MB R2V2M1

Principal: Adam Hildebrandt

P: (204) 334-4391

F: (204) 334-8474

hcavery@7oaks.org

Vice Principal: Thom Gross

August 31, 2020

Dear Families of H.C. Avery Middle School,

We hope you and your family have had an enjoyable summer and found some time to rest and relax over the past two months. A new school year is almost upon us, and it is one that we expect will be different from any we have experienced before. Since suspending classes last March, we have worked to implement Manitoba Public Health recommendations, along with guidelines provided by Manitoba Education and Training, to ensure a safe and successful return to classroom learning this fall.

Earlier this summer the Province of Manitoba released the [Welcoming Students Back: Restoring Safe Schools](#) plan, and our school division released the [Seven Oaks School Division: Restoring Safe Schools – Planning for Student Success](#) document. Both reports are linked above, and families are encouraged to review these documents to answer any questions that may not be answered below.

On Tuesday, September 8th and Wednesday, September 9th we will be hosting our regular in-person orientation meetings with families and homeroom teachers. Families can book their orientation meetings through [Parent Connect](#) starting at 1:00 p.m. on Wednesday, September 2nd. Appointments can also be booked by calling our office at 204-334-4391 after 1:00 p.m. on September 2nd. Due to the large amount of traffic expected in our building during orientation days, we are asking all family members attending an orientation meeting to wear a mask.

Orientation meetings will be divided into 20-minute appointment slots and are available during the following dates and times:

- Tuesday, September 8th, from 1:00 p.m. to 7:00 p.m.
- Wednesday, September 9th, from 8:30 a.m. to 3:00 p.m.

We will be welcoming all students back to full-time in-class learning on Thursday, September 10th.

H.C. Avery Reopening Plan

School Supplies

- H.C. Avery will provide all basic school supplies for the students for a fee of \$35.00, payable in the first week of school.
- School supplies can be paid for by cash, cheque, debit, or using a credit card through Parent Connect. Students supply their own backpack and clothes for P.E. (t-shirt, shorts, runners, etc.), plus one box of Kleenex for use in the classroom.
 - However, until further notice students will not be required to change for gym.

In-Class Learning

- Students at Avery will be attending school for full days, 5 days a week.
- Schedules will include academics, physical education, and music (for students who have selected band).
- Our school day will begin at 8:20 a.m. and conclude at 2:55 p.m.
- Students will attend their TAS option as a classroom cohort. This means that most students' TAS schedules will change before the start of the school year.
 - However, if you child is scheduled for **Hockey TAS** they may continue with that option. If you would prefer your child remain with their classroom cohort for TAS and not attend **Hockey TAS**, please notify our office at 204-334-4391.
 - More detailed information regarding Hockey TAS will be shared shortly.
- All teachers will be using Google Classroom to organize their lessons and post important information for students and families.
- Assemblies, concerts, and other large gatherings will not take place until further notice.
- P.E. will take place outdoors whenever possible, and learning outdoors will be encouraged for classroom teachers as well.
- Within the classroom, desks and tables will be spaced to provide the maximum amount of space between students as is possible.
- At the beginning of the year teachers will pay attention to the basics of keeping safe (staying home if you are symptomatic, social distancing, handwashing, wearing a mask, cough etiquette).
- As the year progresses teachers will focus on the essential skills students need to progress academically and the social skills they need to get along in the world.

Screening and Illness

- Parents/guardians are required to screen their children daily for symptoms of COVID-19.
- If your child displays any cold or flu-like symptoms, they are expected to remain at home and families are asked to call our office to notify us of their absence.
- If your child develops symptoms during the school day, parents/guardians will be contacted and asked to pick up your child from school.

Face Masks

- [As per the provincial mandate](#), face mask use is required of staff and students at H.C. Avery.
- We will provide several reusable masks for all staff and students and will have a supply of disposable masks as well.

Drop-Off and Pick-Up

- The doors of the school will be opened in the morning at 7:50 a.m., and students are asked to depart the school once the school day has concluded at 2:55 p.m.
- Once at school, students are expected to move directly to their classroom.
- We kindly ask that parents avoid pulling into our parking lot or the Marigold loop before/after school.

Entrances and Exits

- To ensure spacing while coming and going from the building, each class has been assigned to one of our 4 entrances/exits.
- Students in those classes are asked to only use the entrance and exit that is assigned to their classroom.
- Entrances/exits will be labeled for easy identification.

Entrance/Exit	Classrooms
Main Entrance (#1)	104, 105, 106, & 107
North East Parking Lot Door (#6)	108, 109, 110, & 111
North Parking Lot Door (#5)	112, 113, 116, & 117
West Field Door (#4)	118, 119, 121, & 122
Hut – Room 123	123

Lockers/Microwaves/Water Fountains/Change Rooms

- There will be no locker, change room, or microwave use until further notice.
- Students are asked to come to school with their belongings and bring a lunch that does not require heating.
- Students are asked to come to school with clothing they are comfortable being active in. For the time being, students will not be required to change for P.E. class.
- We have 1 touchless bottle filling station in our school, and it will remain operational.
- Students are encouraged to bring a supply of water for the day.

Lunch Breaks

- Our lunch break will be divided into 2 slots. While half the school is eating lunch in their classrooms, the other half will be outdoors for their break. The two groups will switch halfway through the lunch hour using their assigned entrances/exits.
- To keep cohorts of students together, outdoor spaces will be assigned to classes for use during the lunch break.

11:15 – 11:45 a.m. Eating in Classrooms	11:15 – 11:45 a.m. Outdoor Break
11:45 a.m. – 12: 15 p.m. Outdoor Break	11:45 a.m. – 12: 15 p.m. Eating in Classrooms
Classrooms 105, 108, 111, 116, 118, 121, 122, 123	Classrooms 104, 106, 107, 109, 110, 112, 113, 117, 119

Hallway Traffic and Bathroom Access

- When moving about the building students and staff will be asked to keep on the right side of the hallways and follow the directional floor markings.
- Two additional single stall washrooms were added over the summer. Students are free to use any available washroom but asked to respect the room capacity indicated at each washroom's entrance.

Facility Preparedness

- Increased frequency of cleaning and sanitization, particularly high-touch surfaces and common/shared areas, will be implemented.
- Commonly touched surfaces will be disinfected frequently, at least twice daily.
- Ample hand cleaning supplies will be available at all sinks in washroom and kitchen areas.
- One-way directional signage is on each floor to keep students/staff on the right side of the hallways.
- Floor markings have been placed around the school in high traffic areas to remind students and staff about appropriate distancing.

Visitors to School

- All parents, guardians and visitors are asked to access the school through the main doors and sign in at our main office. All visitors are subject to screening upon entry.

We look forward to welcoming all our students back in the very near future, and we hope that the measures we are taking provide some comfort, and instill a sense of confidence that we are doing all that we can to provide our students and staff with as safe and engaging a learning environment as possible. Thank you for your ongoing partnership as we work together in the education of your children.

In this together,



Adam Hildebrandt
Principal



Thom Gross
Vice Principal