

# 2020-2021 SCHOOL RE-ENTRY PLAN

# **Information for Staff, Parents & Guardians**

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### **Message from Superintendent Lewis**

Dear Staff and Parents/Guardians,

On July 21, 2020, the Government of Alberta announced that students would return to in-person classes in September, at near-normal operations, with health measures in place. GYPSD has been working on strategies to mitigate risk, support family choice for re-entry and ensure a solid continuity of learning approach as students and staff return to school.

Most surely, this school year will be unlike any other, but GYPSD remains committed to high-quality teaching and learning environments. As the situation with COVID-19 is highly fluid and constantly evolving, GYPSD will continue to approach the situation with students and staff as the priority.

#### Safety as a Primary Focus

- To avoid the spread of COVID-19 GYPSD requires the following:
- staff and students conduct daily health checks prior to coming to school
- stay-at-home protocols for those who are feeling unwell
- enhanced cleaning and disinfecting in schools and on buses
- encouraging physical distancing where possible
- creating cohorts of students
- mandatory masks for students from Grade 4-12 and for all staff in settings where physical distancing cannot be maintained, as outlined in provincial guidelines

Encouraging K-3 students who are physically, psychologically or developmentally able to wear a mask, although individuals who are physically, psychologically or developmentally unable to wear a mask, or protected ground under the Alberta Human Rights Act, may be excused from this protocol • Strict hand-hygiene requirements for all students and staff

#### **Respecting Family Choice**

GYPSD recognizes that returning to in-person classes may not be the best option for all families. To meet the needs of all students, virtual learning will be offered in the 2020/21 school year. Schools will connect with families in August (survey link) and December of 2020 to determine whether students will continue with in- person learning or virtual online learning. The GYPSD goal is to ensure all students receive a high-quality education, no matter what option they choose.

#### **Continuity of Learning**

We know that students may move between in-person and online learning throughout the year. To ensure the transition is smooth, teachers will work together to make sure students across the Division learn key themes or units of the curriculum at approximately the same time during the school year. We are all in this together, and as such, everyone must commit to doing their part in taking action to protect one another.

Respectfully,

Carolyn Lewis

#### Principal's Message

Crescent Valley has always been a community of learners, and this year, we will be creating conditions where students will be working together in new ways. We will be working under new conditions with new protocols. I am proud to say the teachers taking on these new protocols are highly experienced, open-minded, and creative. By using: physical distancing, hand hygiene practices, PPE's, cohorts and staggered groupings, we will be able to support our students in a safe and caring manner.

Living through this COVID pandemic has forced us to accept a new type of normalcy. It continues to be uncomfortable and uncertain for everyone. Please know we are doing our best to keep student learning moving forward in positive ways. I want to remind you to give your son or daughter permission to step back if they begin to feel overwhelmed. Each family environment is different, and only you know as the parent if your son or daughter is finding the challenge too difficult. We have the very best teachers and by simply reaching out and communicating with your teacher we can support your children. Teachers are continuing to do their best to support their students while balancing their own family, children, and health. Thank you for continuing to be supportive, patient and compassionate with all of us.

There are many questions about returning in the fall. We will continue to follow the directives from Alberta Health Services, the Minister of Education, and our Senior Leadership. As we know more, we will share information with you. As of today, we are posting this school re-entry plan for you to go through with your children. The plan will be ongoing and change as we receive new information and directives. Please go through all of the information posted on our website and if you have any questions please do not hesitate to contact me.

Thank you for your support.

Rod Armstrong

#### **About COVID-19**

#### What is COVID-19?

COVID-19 is an illness caused by a coronavirus. It is a new disease that has not been previously identified in humans. <u>Coronaviruses</u> are a large family of viruses. Some cause illness in people and others cause illness in animals. Human coronaviruses are common and are typically associated with mild illnesses, similar to the common cold. COVID-19 is a new disease caused by the coronavirus (SARS-CoV-2) and was declared a global pandemic in March 2020. Coronaviruses are most commonly spread from an infected person through:

- respiratory droplets when you cough or sneeze.
- close personal contact, such as touching or shaking hands.
- touching something with the virus on it, then touching your eyes, nose or mouth before washing your hands.

These viruses are not known to spread through ventilation systems or through water.

#### **Symptoms**

COVID-19 symptoms can be mild and are similar to influenza and other respiratory illnesses. According to information from the <u>Government of Alberta</u>, most healthy people who are infected with the new, or novel, coronavirus will have a mild illness like a cold or flu. They may have a fever, cough, sore muscles or a sore throat. Some people may feel short of breath. Most people (about 80%) recover from this disease without needing special treatment. People who are much older or who already have health problems are more likely to get sicker with the novel coronavirus and may need to be hospitalized.

Alberta Health identifies the following symptoms for COVID-1 9:

- Common symptoms: cough, fever (over 38°C), shortness of breath, runny nose or sore throat.
- Other symptoms can include: stuffy nose, painful swallowing, headache, chills, muscle or joint aches, feeling unwell in general, new fatigue or severe exhaustion, gastrointestinal symptoms (nausea, vomiting, diarrhea or unexplained loss of appetite), loss of sense of smell or taste, conjunctivitis (pink eye).
- Symptoms of serious illness: difficulty breathing or pneumonia.

If you have any of these symptoms, stay home and self-isolate to avoid spreading it to others. Alberta Health recommends calling Health Link at 811 for more information.

Evidence indicates that the virus can be transmitted to others from someone who is infected but not showing symptoms. This includes people who have not yet developed symptoms (pre-symptomatic) and those who will never develop symptoms (asymptomatic).

While experts know that these kinds of transmissions are happening among those in close contact or in close physical settings, it is not known to what extent. This means it is extremely important to follow the proven preventative measures.

#### **Prevention**

Novel coronavirus spreads the same way as other viruses that cause colds and cases of flu. When people cough or sneeze, tiny drops of liquid go into the air. If the person has the coronavirus, the virus can be in those droplets and make others sick. One way a person can get sick is by breathing in tiny drops that have the virus in them, that can happen while talking with or being close to someone who is sick. Another way is by someone touching something that tiny drops have landed on and then touching their mouth, nose or eyes. Sharing dishes and forks and spoons, water bottles and drink containers could also spread the virus from someone who is sick to someone who is not.

You can help prevent the spread of COVID-19. Prevention starts with awareness. The following practices will help reduce the spread of COVID-19:

- Practice physical distancing
- Self-isolate when you're feeling sick
- Wash your hands frequently
- Cover coughs and sneezes
- Avoid touching your face

#### Good Hygiene

Wash your hands really well and often with soap and water for at least 20 seconds. Soap and water are always the best. But, if soap and water are not available, you can use hand sanitizer. If your hands are dirty, or you have touched a surface that others have touched, wash your hands. Don't touch your eyes, nose or mouth until your hands are washed. Cough or sneeze into your elbow or a tissue, then wash your hands. Washing your hands, not touching your face, and staying home when you are sick are the best ways to help you and your family and friends stay healthy.

#### **More Information**

If there is anything you might be confused or worried about, do not be afraid to ask someone you trust. More information can be found online at <u>alberta.ca/COVID19.</u>

### **Quarantine and Isolation**

CMOH Order 05-2020 has several legal requirements for quarantine and isolation (please see the table below).

Quarantine	Isolation
Required when people are not sick, but have been exposed to someone who has COVID-19.	Required when people are sick, to keep them from infecting others.
The quarantine period for COVID-19 is 14 days. This is because it can take up to 14 days for an individual to develop symptoms.	The isolation period for people who have symptoms (but not diagnosed with COVID-19) is 10 days or until symptoms resolve, whichever is longer.

#### **Re-entry Information for Parents and Students**

Following the provincial government's direction, Grande Yellowhead Public School Division (GYPSD) is implementing the Guidance for School Re-entry - Scenario 1 from Alberta Education and Dr. Hinshaw, the Chief Medical Officer of Health, for September 2020. Wherever possible, having children physically attend school is recommended and our teachers are eager to get back into the classroom and work with students. Parents should be reassured that our schools are meeting Alberta Health Services (AHS) guidelines in providing a safe environment for student learning. Dr. Hinshaw has stated the decision to allow in-school learning with public health measures in place weighs the risks of prolonged school closures on students' educational experience and overall well-being against the risk of COVID-19 outbreaks. It is possible that we may have to transition between scenarios during the school year. Health officials will work with school authorities to make the decision to transition all students to partial In-school Classes learning (Scenario 2) or Distance Education (Scenario 3) based on multiple factors including the number of COVID-19 cases in a zone or school and the risk of ongoing transmission. Please note that changes may be made to this plan in response to changes directed by Alberta Education.

In September, teachers' initial focus will address the social and emotional needs of students and administering screening tools to identify gaps in student learning. Supporting students to be ready to learn is an important first step in school re-entry. Once teachers have identified gaps in student learning, they can plan their instruction to address these gaps prior to moving forward.

GYPSD recognizes that each Grande Yellowhead family has unique needs and we are aware that not all families are comfortable with their child(ren) returning to in-school classes in September. While we will be offering in-school classes for students in September, we remain committed to providing an educational program for all students that best supports the child through different program delivery choices.

This document details the conditions that will be in place for each program delivery choice. Parents/guardians will be asked to declare which learning experience is best for each of their children

This will enable us to deploy teachers and student supports as needed for effective programming. Students may switch learning experience options beginning on February 1, 2021. Parents/guardians will be asked to make this decision in December so there is adequate time to plan for students programming and staffing.

In School Classes		
Daily Health Check for Students and Staff	Before leaving home, staff, children/students, visitors, and volunteers who will access the school for work or education, must self-screen for symptoms each day before they leave for school using the Alberta Health Daily Checklist.	
Transportation		
Buses	Children/students will not board the bus if they have symptoms of COVID-19. Be sure that the self-screening tool has been used each day prior to leaving for the bus.	

	Bus Drivers will use a face shield when loading or unloading students from the bus.
	As much as practical, children/students start boarding from the back seats to the front of the bus.
	Students will be assigned seats and students who live in the same household will be seated together.
	As much as practical, students start disembarking from the front seats to the back of the bus.
	Drivers will increase the frequency of cleaning and disinfecting of high-touch surfaces, such as door handles, window areas, rails, steering wheel, mobile devices and GPS at the end of each morning and evening run.
	Each driver will keep a vehicle-cleaning log.
	All children/students must perform hand hygiene (hand sanitizer) when entering the bus. Hand sanitizer will be available.
	Each school bus will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations.
	No sharing of personal items (food, toys, water bottles, etc.)
Students Driving to School	Students should only have people from their household in the vehicle with them.
	Students will maintain 2 metres physical distance between all people (except household members) in an area determined by the school (field/paved play area, etc.).
Pick Up and Drop Off	Student pick-up and drop-off shall allow physical distancing of 2 metres between families (as much as possible), support respiratory etiquette and access to hand hygiene.
	Staff and students will be on the playground before and after school to help younger/newer students to make their way to their doors and to keep them safe as they transition to and from the school.  Parents can contact the office with concerns regarding pick up and drop
	off Adults bringing students to school will be asked to stay in their vehicle or outside the school, and to maintain a safe physical distance between themselves and others.

	Those who need to enter the school must book an appointment with the school office. Individuals without an appointment will not be able to enter the school  Staff will help to stagger entry in the morning and at the end of the day.
	Entry Protocols
Stay at Home when Sick	Stay at home if exhibiting symptoms of COVID-19 that are not related to a pre existing illness/health condition. Use the following self-assessment link to determine if you should be tested.  https://myhealth.alberta.ca/journey/covid-19/Pages/COVID-Self-Assessment.aspx
Hand Hygiene and Safe Practices	Everyone entering the classroom must perform hand hygiene. Each classroom will be provided with disinfectant and paper towels. The school will have hand wash stations on each floor and in the main entrance.  Washrooms breaks will be staggered by classroom and student needs. Hygiene in all parts of the school will be built into curriculum and school routines.  An emphasis will be placed on hand hygiene, respiratory etiquette and physical distancing as much as possible while in classrooms. Students and staff will wipe their own workspace such as desks, Chrome books, etc. before and after using. Younger students may require help from the teacher or education assistant.
Physical Distancing	Everyone in the school shall maintain 2 metres physical distancing whenever possible.  We will use a variety of protocols such as (posters and arrow/standing-dot floor markers) to help students maintain physical distancing within the school.  Where physical distancing is not possible, extra emphasis on cohorting, hand hygiene, respiratory etiquette, not participating when sick and cleaning and disinfecting on a regular basis before and after activities will be implemented.
Cohorts	Cohorting limits exposure to others and aids in contact tracing if needed. Each class will be considered a cohort and efforts to maintain physical distancing even within a cohort will minimize the risk for disease transmission.  Lockers will be assigned by classroom cohorts and masks must be used at the lockers.  When interacting with people outside the cohort, maintain physical distancing of 2 metres.  Every effort will be made to limit the number of cohorts that each student is part of.  In JK programs, cohort maximum is 30, including staff.
Signage	Our school will have posters promoting hand hygiene, respiratory etiquette and physical distancing All external school doors will have COVID-19 signs posted to indicate that anyone with symptoms cannot enter the school.

Engineered and Administrative Controls in Schools	Our office will be equipped with a Plexiglas divider to protect visitors and staff from potential exposures.  Directional arrows will be posted in areas of our school to support physical distancing.  We will designate different entrances and exits for different classes of students.  All rugs/soft surfaces that cannot be cleaned and sanitized have been removed from classrooms.  Microwaves have been removed from all classrooms.  We may remove unnecessary furniture from classrooms.
High Touch Areas	There will be increased frequency of cleaning and disinfecting of high-touch areas in schools.  Custodians will be performing ongoing cleaning throughout the day.  Where required, extra custodial time has been added to accommodate this work. Washrooms will be cleaned and inspected regularly.  Refrigerators, microwaves, dishwashers will not be used by students  There will be no use of school cutlery, cups and dishes.  All food sales, hot lunch programs, bake sales are cancelled.  The School Nutrition Programs is limited to pre-packaged food and will not commence before October 15 <sup>th</sup> , 2020.
Visitors to School	No one should enter the school if they are ill. (Complete the self-assessment tool)  Follow all instructions of AHS and the school.  Only required visitors can attend the school. A record of all visitors will be kept at each school.  The number of schools that substitute teachers will work in will be limited as much as possible.  Those who need to enter the school must book an appointment with the school office. Individuals without an appointment will not be able to enter the school. All doors to the school will be locked at all times. There will be a doorbell at the front door of the school which will be used to contact the secretary when visitors with and appointment need to enter the school.

Masks	As directed by the Chief Medical Office, GYPSD will implement mandatory masks for students from Grade 4 - 12 and for all staff in settings where physical distancing cannot be maintained.  As outlined in provincial guidelines, K–3 students who are physically, psychologically, or developmentally able to wear a mask will be encouraged to do so.  Individuals who are physically, psychologically, or developmentally unable to wear a mask, or protected under the Alberta Human Rights Act, may be excused from this protocol.  Any person unable to wear a mask for the reasons stated above is required to provide a note from a medical professional.  Care should be taken to ensure guidance on non-medical mask use is followed and masks are used correctly and safely.  Practices such as physical distancing, cohorting, hand washing, staying home when sick and increased cleaning of surfaces continue to be the priority of public health measures. Teachers may use their discretion to allow students to remove their masks when seated in the classroom.
Expectations for Shared use of	Absolutely no sharing of personal items will be permitted (pencils, crayons, erasers, toys, water bottles, books).
Items/Materials	When school items/materials must be shared (Manipulative, badminton racquets, etc.) it must be cleaned and disinfected after each use. School chromebooks and computer labs will not be available until the beginning of October
Personal Belongings	All students and staff are encouraged to use a backpack for all personal belongings.  Lunches are to be stored with personal belongings (in a backpack). Please consider wide mouth thermos containers for hot food as microwaves are not available.  It is recommended that students bring their own water bottle (labelled with their name) and fill water bottles rather than having them drink directly from the mouthpiece of a fountain.
Electronic Devices	Students are encouraged to - bring your own devices (BYOD).  Personal devices are to be stored with student personal belongings or on their person.
Responding to Illness	The zone medical officer of health will work with school authorities to quickly identify cases, identify close contacts, create isolation measures when needed, and provide follow-up recommendations.  A COVID-19 case may not automatically lead to school closure. It could be that only the group of students and staff who came in close contact will be required to quarantine for 14 days.  Parents will be notified if a case of COVID-19 is confirmed at school and public health officials will contact those who were in close contact with the person.

	GYPSD will support students and staff to learn or work at home if they are required to self-isolate.  Any school authority/school connected to a confirmed or probable case of COVID-19 will be contacted by AHS and may be required to close in-person classes to allow the public health investigation to take place. The decision to send a cohort/class home or to cancel classes will be made in consultation with the local Minister of Health.	
Classes and Programming		
Instruction	In September, the initial focus for students, who return to physical classrooms, will be on their social/emotional needs and administering screening tools to identify gaps in learning.  Kindergarten education in Alberta is not mandatory. Given that our early learning and Kindergarten programs are play-based and focused on socialization, a virtual program is not available. Kindergarten students will have the option for on-site learning or to join us in Grade 1.	
Class Composition	Class sizes will be similar to previous years as there is no additional funding to hire more teachers.  Where 2 meters is not possible between desks, students will be separated by the greatest possible spacing in each classroom. Teachers will have and follow seating plans for all classes. Masks are mandatory where one cannot distance grades 4-12  In situations where physical distancing is not possible, extra emphasis on hand hygiene, respiratory etiquette, not participating when sick and cleaning and disinfecting on a regular basis before and after activities will occur.  Each class will be considered a cohort and interaction between cohorts will be minimized.  Cohorts encourage individuals who cannot maintain 2 meters physical distancing (i.e. classes) to interact with the same people (their cohort) rather than switching daily contacts or randomly interacting with other people.	

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	Within each cohort (classroom), students will maintain the greatest physical distancing possible to minimize the risk for disease transmission (i.e., spacing between desks).
Student Movement	Where possible, teachers will move between classrooms and students will remain at their desks.
	Hallway protocols ie: markers on floor, staff supervision, staggering of cohorts, will be in place to ensure students remain a safe distance apart while moving throughout the building
	Teachers and staff will reinforce protocols posted in each school re: (promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations.)
Cleaning Workspaces	Materials for staff and students to clean/sanitize their own workspace (desks, shared devices, etc.) will be available in the classroom.  Students and staff will wipe their own workspace before and after using. If students remain at the same desk all day, this would be done at the beginning and end of the day.
	Custodians will be onsite during the day to clean common areas and washrooms and to restock Hygiene supplies as needed.
Breaks	Snack, lunch, recess, and class change breaks will be staggered in each school to maintain physical distancing among children/students. Recess doors will be separated for entrance and exit.
Using Playground	Playgrounds will not be open during school time until further notice.
Equipment	
Physical Education	When possible, physical education will take place outside and will follow the Guidance for Sport, Physical Activity and Recreation.
	Teachers will choose activities or sports that support physical distancing (e.g. badminton).
	Elementary school students will not change for Physical Education classes.
Music Instruction	Music classes will continue with strict controls on what will be taught in each class. No singing or playing wind instruments in class.
Option Courses	Career and Technology Foundation classes on Friday afternoons (Options) for all grade 5-7 students will be postponed for the first semester in order to better preserve class cohorts. CTF classes will be revisited in February 2021.
Extracurricular Activities and Field Trips	Extracurricular activities, field trips requiring busing, and all overnight student excursions are postponed. This will be reviewed as the year progresses
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### **Alternate Education Programming Options**

# What is Virtual Education?

All virtual education will be parent led and supported by a certificated Grande Yellowhead and/or Alberta Distance Learning teacher. Virtual education is the online and/or print delivery of student programming by Grande Yellowhead and Alberta Distance Learning teacher to students who are at home. Unlike the remote learning implemented in the spring, all outcomes from each course will be taught in virtual education just as they are with in-school classes. It should be noted that virtual education might not mirror in-class instruction.

#### **Virtual Education in Grades 1 through Grade 12:**

Learning materials will be virtual; however, a print version may be requested.

Print material will be distributed and deposited (on completion) from the local school.

Teacher support is available during school hours online (email and Google Meet) or in person, through appointment only. Students registered for virtual education will require a laptop/Chromebook connected to the internet as well as a working camera/microphone.

# Student and Parent Responsibilities

Students and parents are expected to be engaged in both online and offline learning processes.

#### Students are responsible to:

- Submit attendance daily
- Engage both online and offline
- Attend online sessions as scheduled
- As the teacher questions as needed
- Submit assignments and assessment according to schedules developed by their teacher

#### Parents and guardians are responsible to:

- Ensure students have a device connected to the internet with a working camera and microphone to complete their coursework
- Support students by ensuring they have the space, tools and time to complete coursework as assigned.
- Encourage their child to connect with the teacher when they have questions
- Connect with the teacher as needed to support their child's learning

Does Virtual Education lead to a High School Diploma?	Yes, all required courses for a high school diploma completed through virtual education lead to an Alberta High School Diploma as distance education/learning at home are taught by a certificated teacher and follows the Alberta Education Programs of Study.
Can a Student Switch to In-school Classes?	If the virtual, learn-at-home option is not meeting your child's needs, re-entry to traditional learning can occur at any time during the school year.  Parents will need to provide the principal ample notice of their decision to
	return to traditional in-class learning so that the teachers can prepare for your child.
Electronic Devices	Each student enrolled in virtual education will require their own device (a Chromebook, laptop or computer) connected to the internet with a working camera/microphone in order to participate. Parents/guardians are responsible to ensure that their child has a device.
Non-core Courses	The decision to provide instruction in non-core courses will be made at the end of August and will be dependent on the number of students who are enrolled in distance education.
Provincial Testing	GYPSD will not be participating in optional provincial assessments (PATs) for the 2020/21 school year.
School Council Meetings	School council meetings for the 2020–2021 school year will proceed. These meetings must follow Alberta Health restrictions for social gatherings as well as the safety protocols and expectations outlined in both the provincial School Re-entry Plan and this COVID-19 Division Re-entry Strategy. Schools will support their school council members to determine if they will hold in-person meetings or online virtual meetings.
	Support for Students and Staff
Providing Mental Health Support	Staff have access to professional learning on supporting the mental health of students through the Division Psychologist and Family School Liaison Counselor (FSLC).  Information on accessing mental health resources for students, families and staff is posted on the Grande Yellowhead Mental Health & Wellness site and the GYPSD website.
Supporting Students with Special Needs	Returning to school can cause additional concern or anxiety for families of students with special needs. Families need to know we are taking steps to support them.  This includes:  Working with Alberta Health Services on COVID-19 safety protocols for some of the complex medical interventions and supports some students require, to keep both students and staff as safe as possible.  Adding COVID-19-specific strategies as needed to student-support plans, such as Instructional Support Plans (ISPs), Medication Management Plans or Individual Student Behaviour Plans. The school administration

along with the Learning Support teacher will be available for any individualized concerns.

## Declaration of Learning Experience

Parents/guardians have been asked to declare which learning experience is best for each of their children by noon on August 14, 2020 and in doing so, make a five-month (one semester) commitment until the end of January 2021. This will enable the School Division to deploy teachers, resources and student supports as needed for effective programming.

All Grande Yellowhead schools have been given guidelines to prepare for Scenario 1, and will make adjustments based on their unique school community and physical layout of each school.

Please note that this plan may be updated in response to changes directed by Alberta Education. Alberta Health and Alberta Education will determine any changes in the school re-entry scenario with information on local school-based and zone information. We will remain in communication with the Alberta government and will continue to follow its advice.

Government of Alberta Guidance for School Re-entry - Scenario 1

COVID-19 information: Guidance for School Re-entry - Scenario 1

#### References:

Alberta K to 12 School Re-entry Website Alberta Health Daily Checklist.

Screening Questionnaire

Guidance for Sport, Physical Activity and Recreation

Guidance for Playgrounds (updated June 18, 2020)

Elementary - Returning to School Safely Video

Junior and High School - Returning to School Safely Video