



Summitview School Re-Entry Plan 2020-2021

Information for Staff, Parents and Guardians.

Message from the Principal

Dear Staff, Students, Parents and Guardians,

As we prepare for a return to school in near normal conditions this September, we are putting into place health measures and protocols that are designed to help lower risk to our school community and ensure that student learning remains a top priority. We are aware that we will need to be able to adapt and change, when necessary, throughout the school year as the realities of COVID-19 change and impact the needs of our staff and students. Safety of our school community is our number one priority.

To ensure that we avoid the spread of COVID-19 we will be requiring support from staff, students, and parents to conduct daily health checks using [Alberta Health Service's Daily Assessment Screen](#) prior to leaving the house, keeping a two metre physical distance where possible, mandatory mask use in settings where physical distance cannot be maintained, and hand hygiene requirements for all students and staff,

We will also be implementing changes in what we expect and require in our school setting. We will be enforcing stay-at home protocols for those who feel unwell, enhanced cleaning and disinfecting of schools and buses, cohorting students, and limiting entry to the school to those who are required to be in school or those who have an appointment.

We know that students may move between in-school and at-home learning throughout the school year in response to the virus. We will ensure that teachers instruct the same units or themes at a similar pace, both in an at-home and in-school setting. Parents who decide the at-home, parent-led learning option for the school year will be assigned similar units to our in-school students to ensure that few gaps in learning occur if these students choose to re-enter our school in person.

Yours in Education,

John Hammer
Principal, Summitview School

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 (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 administer 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.

School Entry/Exit Protocols and Recess Protocols	
Stay at Home when Sick	<ul style="list-style-type: none">• Conduct a daily health check before leaving home using the AHS Daily Screen• This checklist will be emailed to parents prior to starting school.• The screen is also posted on our school website here: https://summitviewschool.gypsd.ca/parents/resources• The checklist will be posted at all school entrances.• A paper copy of the checklist will be sent home on the first day.
Arriving at School	<ul style="list-style-type: none">• Students will maintain a physical distance of two meters or students will be masked when arriving at school.• Students will enter through the Main Door labeled entrance and sanitize their hands.• Doors open at 8:10. Students will go directly to their classroom and wait until a supervisor accompanies them as a class cohort to

	<p>their lockers. Students must be in class by 8:25. Lockers will be separated by an appropriate physical distance. Masks will be worn.</p>
<p>Recess</p>	<ul style="list-style-type: none"> ● Recesses will be staggered. <ul style="list-style-type: none"> ○ Grades 7-8 will be 10:00-10:15. ○ Grade 8s will enter and exit through the $\frac{7}{8}$ hallway doors ○ Grade 7s will enter and exit through the front doors ○ Grades 4-6 will be 10:15-10:30. ○ Grades 5-6 will exit through the recess doors ○ Grade 4 students will exit through the front door ○ Students will re-enter the school through the same door they exited ● Homeroom classes will collaborate between teachers to determine a schedule to get dressed for recess and go outside prior to and at the recess release bell. This is to limit the number of students in the hallway at one time. Students are to wear masks in the hallway and/or any common areas when getting ready to go outside. ● Students and staff will exit using the doors labeled exit. They will sanitize their hands as they leave. ● Playground equipment will not be available for student use. Gym equipment (i.e. basketballs) will not be given out or allowed to be brought to school from home for use during recess. ● Students within two meters must wear masks. ● Re-Entry to the school will be through the grade assigned doors labeled as the entrance. ● Students will sanitize their hands upon entry.
<p>Lunch</p>	<ul style="list-style-type: none"> ● Lunch will be staggered. <ul style="list-style-type: none"> ○ Grades 7-8 will go outside first while Grades 4-6 eat. Students are to wear masks in the hallway when getting ready to go outside. ● Students and staff will exit using the doors labeled exit. They will sanitize their hands as they leave. <ul style="list-style-type: none"> ○ Grade 8s will enter and exit through the $\frac{7}{8}$ hallway doors. ○ Grade 7s will enter and exit through the front doors. ● At the halfway point, Grades 7-8 will come inside using their assigned entrance doors and 4-6 will go outside. Students are to wear masks in the hallway when getting ready to go outside. ● Playground equipment will not be available for student use. Gym equipment (i.e. basketballs) will not be given out or allowed to be used during recess. ● Re-Entry to the school will be through the grade assigned doors labeled as the entrance. ● Students will sanitize their hands upon entry.

<p>Afternoon Break</p>	<ul style="list-style-type: none"> ● Grades 4-6 will have their break first. ● Grades 7-8 will have their break just after. ● Teachers will collaborate to determine a schedule for break so that opposite homerooms have their breaks at different times. ● Students need to use the washroom, go to their locker and finish their break in the classroom. ● Students must wear masks while on break. ● Students will sanitize their hands upon entry back into classrooms.
<p>End of Day Dismissal</p>	<ul style="list-style-type: none"> ● Teachers will ensure that students have gathered their belongings prior to the dismissal bell. ● Students in Grade 8 will be dismissed through the 7-8 exit door. ● Grade 7 students will be dismissed through the main door. ● Grade 6 students will be dismissed through the Grade 6 doors. ● Grade 5 students will be dismissed through the recess doors ● Grade 4 students will be dismissed through the main doors. ● Students will wear masks until they can ensure a two meter physical distancing.
<p>Parents and Visitors in the building</p>	<ul style="list-style-type: none"> ● No one should enter the school if they are ill. Use the AHS Daily Screen ● Hand sanitizer or proper handwashing will occur upon entrance and exit of the school. ● Doors will be locked at all times. A door bell will signal to the office that a visitor has arrived. ● Students will be sent to the parking lot to meet parents when required. This will only happen upon notification from the parent that they are present and ready to meet their child. ● Face to Face meetings with teachers and administration are by appointment only. ● Only required visitors may enter the school, by appointment only. ● Everyone must follow the guidelines set forth by Alberta Health Services. ● Visitors must wear a mask or maintain a physical distance of two metres. ● A record of all visitors will be kept at the school.

Arriving at School

<p>Bussing</p>	<ul style="list-style-type: none"> ● 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. AHS Daily Screen ● Bus Drivers will use a mask and 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
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	<p>household will be seated together.</p> <ul style="list-style-type: none"> • 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. • A vehicle cleaning log will be kept by each driver. • 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.)
<p>Students Driving or Walking to School</p>	<ul style="list-style-type: none"> • Students should only have people from their household in the vehicle with them. • Students should maintain 2 metres physical distance or wear a mask when walking to school with or around those not from their household. • Students will wear masks or maintain 2 metres physical distance between all people (except household members) in the school yard.

Illness protocols

<p>Responding to Illness</p>	<ul style="list-style-type: none"> • No one should enter the school if he or she has any symptoms of COVID-19. • If a student develops symptoms while at school, they will wear a mask and be isolated in a separate room or they will be physically distanced from other people by a distance of two metres. Parents will need to pick up their child immediately. It is asked that parents arrange for COVID-19 testing AHS Online Self-Assessment Tool. • Any items and areas the student has touched or accessed will be disinfected and cleaned. Items that cannot be cleaned and disinfected will be removed and stored for 10 days in a sealed container. • 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. • We will support students and staff to learn or work at home if they
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	<p>are required to self-isolate</p> <ul style="list-style-type: none"> 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.
Pre-Existing Conditions	<ul style="list-style-type: none"> The guidance that Alberta Education and the Chief Medical Officer of Health have provided us addresses children with known pre-existing conditions. "The student should be tested at least once before returning to school and have a negative COVID-19 test result to confirm that COVID-19 is not the source of their symptoms. These symptoms would be their baseline health status. As long as the cough or runny nose is always the same and does not get worse, the student can attend school. Talk to your school about your child's pre-existing medical condition so the school may keep a confidential record of this condition." It is recommended that a COVID-19 test be done closer to the start of the school year and that you should talk to us at that time. Should a student be required to self-isolate or quarantine, our teachers will provide materials for students who are at home if students are healthy enough to do school work.

Daily Expectations

Food	<ul style="list-style-type: none"> Food cannot be shared or eaten in a buffet style fashion. The Vending Machine will not be in operation No food will be sold or distributed outside of the nutrition program. Microwaves will not be accessible to students.
Shared use of Equipment	<ul style="list-style-type: none"> No personal items may be shared among students. (Water Bottles, art supplies, pencils, pens, toys etc.) When school equipment must be shared it must be cleaned and disinfected after each use. (Chromebooks, sports equipment, etc.)
Personal Belongings	<ul style="list-style-type: none"> Staff and students are encouraged to use a backpack for all personal belongings. Lunches are to be stored with personal belongings.
Electronic Devices	<ul style="list-style-type: none"> Students are encouraged to bring their own personal device. Personal devices are to be stored with their personal belongings.
Masks	<ul style="list-style-type: none"> Mask use will be mandatory for staff and teachers in all settings where physical distancing cannot be maintained. If a distance of

	<p>two metres cannot be maintained in a classroom masks must be worn. Students will be required to wear them in all shared and common areas such as hallways and on buses.</p> <ul style="list-style-type: none"> • Each day, send two plastic closable bags for masks-- one filled with 2-4 clean masks and one for dirty masks. Ensure that masks are washed each evening and replaced. Four masks will be provided per student. Students will be taught proper procedures for mask use and mask switching.
Physical Distancing	<ul style="list-style-type: none"> • Where possible everyone will maintain a two meter physical distancing. • Visual cues will be posted in the school and on the floor to help remind people. • Where possible extra emphasis on cohorting, hand hygiene, respiratory etiquette, mask use, and clearing and disinfecting will be implemented.
Cohorts	<ul style="list-style-type: none"> • 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. • 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.
Engineered and Administrative Controls in School	<ul style="list-style-type: none"> • School offices will be equipped with a Plexiglas divider to protect visitors and staff from potential exposures. • Directional arrows will be posted in each school to support physical distancing. • Schools may designate different entrances and exits for different classes of students. • Schools may post occupancy limits for bathrooms, common areas and meeting rooms to allow physical distancing. • All rugs/soft surfaces that cannot be cleaned and sanitized have been removed from classrooms. • Schools may remove unnecessary furniture from classrooms. • The following high touch items will not be used in schools except as needed in Foods classes: refrigerators, microwaves, dishwashers and vending machines. • There will be no use of school cutlery, cups, dishes, etc. except as needed in Foods classes. • All food sales, including cafeterias, hot lunch programs, bake sales are cancelled. • School Nutrition Programs are limited to pre-packaged food.

Classes and Programming

Classroom Hygiene	<ul style="list-style-type: none"> • Everyone entering the class must perform hand hygiene. (Sanitizer or hand washing for 20 seconds) • Students and staff will wipe down their own work space after using. • Masks will be used if close contact is needed. • Proper respiratory etiquette will be taught and practiced.
Class Sizes	<ul style="list-style-type: none"> • Class sizes will be similar to previous years as we have no additional funding to support hiring new teachers. • Where 2 metres is not possible we will separate students to the greatest possible distance.
Classroom Practices	<ul style="list-style-type: none"> • Cohorts will remain intact. Teachers and Educational Assistants will move to the students' classroom as needed. • Seating charts will be built and maintained • Plexiglass divider or masks will be used to separate one-on-one instruction.
Physical Education	<ul style="list-style-type: none"> • When possible physical education will take place outside and will follow the Guide for Sport, Physical Activity, and Recreation guidelines. • Teachers will plan activities that encourage physical distancing. • Students will not change for Physical Education classes.
Staying Caught Up	<ul style="list-style-type: none"> • If students are sick and unable to attend classes, teachers will support students to access their learning via Google Classroom.
Extracurricular Activities and Field trips	<ul style="list-style-type: none"> • Dances, Extracurricular activities, field trips requiring busing, and all overnight student excursions are postponed. This will be reviewed as the year progresses.

Cleaning Protocols

Hand Hygiene	<ul style="list-style-type: none"> • In addition to hand washing with soap, GYPSD will provide appropriate amounts of recommended hand sanitizer in schools and on buses, and hand sanitizing dispensers will be available at each school entry way. • While washing with soap and water for 20 seconds is the preferred method for cleaning hands, hand sanitizer can be used when this is not practical. GYPSD Re-entry to School Plan for September 2020 RELEASED: August 4, 2020 Page 12 of 15 • Recommended hand hygiene protocols: <ul style="list-style-type: none"> ○ Before leaving home, on arrival at school, and before
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	<p>leaving school.</p> <ul style="list-style-type: none"> ○ After using the toilet. ○ Before and/or after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions, etc.). ○ After sneezing or coughing. ○ Before and after breaks and sporting activities. ○ Before and after eating any food, including snacks. ○ Before touching the face (nose, eyes or mouth). ○ Whenever hands are visibly dirty.
High Touch Areas	<ul style="list-style-type: none"> ● There will be an increased frequency of cleaning and disinfecting of high touch areas in schools ● Extra custodial time has been added to accommodate this work.
Bus Cleaning	<ul style="list-style-type: none"> ● Drivers will increase the frequency of cleaning high touch surfaces.
Cleaning Workspaces	<ul style="list-style-type: none"> ● Materials for staff and students to clean and sanitize their own workspace will be available in the classroom. ● Students and staff will wipe their own workspace before and after using.
Meeting Protocol	
Physical Meetings	<ul style="list-style-type: none"> ● All meetings will occur in a space that is large enough to maintain physical distancing. ● In person meetings will only be attended by those who have used the self assessment checklist.
School Council Meetings	<ul style="list-style-type: none"> ● School council meetings for the 2020–2021 school year may go ahead. These meetings must follow Alberta Health restrictions for 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. Any in-person meeting must adhere to COVID-19 health and safety protocols.