
School Re-entry



DEREK TAYLOR SCHOOL

RE-ENTRY INFORMATION 2020-2021

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Message From The Principal

Families of Derek Taylor

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.

This school year will be unlike any before. However, we remain unwavering in our focus on high-quality teaching and learning in environments that keep our students, staff, and families as safe as possible.

To keep everyone as safe as possible, we have made several changes to school routines and practices that we will all need to adjust to. As the situation with COVID-19 continues to evolve, so too will our approach and our strategies. We look forward to connecting with students in September, to welcome them back and help them adjust to the new changes.

Safety first

The changes we are making are based on provincial requirements and direction to mitigate the spread of COVID-19. These changes include:

- requiring staff and students to conduct daily health checks prior to coming to school
- strict 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 all school staff, on school buses, in common areas and in classrooms

As a community we will continue to work through all strategies together and we will continue our consistent communication to our families so we are delivering the highest quality of education possible and being as safe as possible during these times.

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Overview and Purpose

Implementation of this School Re-Entry Plan is subject to change and direction from the Chief Medical Officer of Health and Alberta Education. It is based on the best available information and conditions related to the COVID-19 pandemic. This plan will evolve and be adjusted as new information becomes available.

School Re-Entry- Scenario 1 Near Normal Operations

Near normal operations means that a student's experience at school will remain relatively the same as it has been in the past. The things that may be different are physical distancing, use of masks, increased hand hygiene, and entry and exit practices that are more structured. The school year and school day will remain relatively the same.

Guiding Principles

- The well-being of student and staff is our priority
- Students will experience optimal learning
- The Division will follow all health measures and guidelines established by Alberta Health Services and Alberta Education
- Parents are the primary decision-makers for their child's health and well being
- Staff will engage in professional collaborative learning

At any point during the school year, the province could decide whether schools across Alberta, schools in a particular region, or individual schools and classrooms need to move from one scenario to another. This decision will always be made by a medical officer of health in collaboration with education officials.

Supporting Mental Health and Wellbeing

COVID-19 Screening

Before leaving home, staff, students, visitors, and volunteers who will access the school for work or education, must self-screen for symptoms each day prior to entering the school using the screening tool (Appendix A). In some cases, where identified by school or program administrators, active health checks may be necessary.

Anyone that reports symptoms will be directed to stay home, seek health care advice as appropriate (e.g., call Health Link 811, or their primary health care practitioner, or 911 for emergency response), and fill out the [COVID-19 Self-Assessment for Albertans](#) to determine if they should be tested.

Anyone with a pre-existing medical condition (e.g. allergies) that has symptoms that could be caused by COVID-19 should be tested for COVID-19 at least once to confirm that it is not the source of their symptoms before entering or returning to school. Inform your school of any pre-existing medical conditions.

Responding to Illness

All students and staff will be required to isolate if they develop symptoms during the school day.

Students: If a student develops symptoms while at the school:

- The student will be asked to wear a non-medical mask if they are able to and be isolated in the designated isolation area or at least 2 meters away from other students.
- The parent/guardian will be notified to pick up the student immediately. In the case of high school students, a phone call will be made to inform their parent/ guardian and to determine if the student can drive themselves home.
- The student's belongings should be brought to the isolation area and the staff member should immediately wash their hands.

Cohorting

In the provincial re-entry plan, a cohort is defined as a group of students and staff who remain together. The size of the cohort will depend on the size of the classroom and the number of students assigned to the teacher. Cohorts decrease the number of close contacts staff and students will have in the school and will assist public health officials in their efforts to trace contacts and contain a COVID-19 outbreak, should there be one in the school community.

All our students will remain in their home room cohorts, including Junior High students in their options. As well, recess will only be with their cohorts at this time. Teachers are required to be diligent in recording seating plans daily and to not be changing seating plans to assist in contact tracing.

Arriving at School

All students will have an assigned door to use every time they enter and exit their school. When students arrive at school, they will:

- Proceed directly to their door and enter the school starting at 8:00 AM to 8:20 AM. Supervision at the doors will begin at 8:00 AM.
 - Please refrain from students arriving to school before 8:00 AM as there is no supervision for physical distancing outside the school.
- School staff will be stationed at the doors, in the boot rooms, in the hallways and the classrooms.
- Students 4-8 will be required to have their mask on before they enter the school
- Staff will help students hand sanitize as they enter the school.
- **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.**
- Parents and guardians of children who have complex needs and require support to enter the building should contact Administration. Staff will work with them to develop a plan that is safe for both students and staff.

Morning Staff Supervision starts at 8:00 AM

Morning Commencement Bell is at 8:20 AM

<u>Grade</u>	<u>Assigned Door</u>
ECS	Front Door (Main Entrance)
Grade 1	Small Boot Room Downstairs
Grade 2	Small Boot Room Downstairs
Grade 3	Large Boot Room Downstairs
Grade 4	Large Boot Room Downstairs
Grade 5	Large Boot Room Downstairs
Grade 6	Large Boot Room Downstairs
Grade 7	West Boot Room Upstairs
Grade 8	West Boot Room Upstairs
Miss Beaudoin's	Front Door (Main Entrance)
Mrs. Smith's (Johnston)	Front Door (Main Entrance)

COVID-19 signage on entrances

All school doors will have COVID-19 signs posted to indicate that anyone with symptoms cannot enter the school.

Hand sanitizer and hand washing

Hand Sanitizer will be available at each Entry Door; a staff member will monitor student use of the sanitizer during morning commencement. Students shall use the sanitizer upon entering the school. Hand washing stations will be available in each classroom; the teacher will monitor the use of personal sanitizer. Students shall use handwashing or sanitizer whenever they enter or exit the classroom. Students will be assigned to a designated washroom in the school. After using the washroom and before exiting, students will wash their hands and dry them using the paper towel provided. Posters, with information to support proper hand washing, are posted around the school.

Lockers

At this time, students will not use lockers in grades 4-8. Locker use will be introduced when other routines have been practiced. In grades 4-8 students will keep their personal belongings with them at all times. Bins have been purchased for all students. Cubbies will be used at a teacher's discretion in K-3.

Washroom Protocols

Each class/cohort will have an assigned washroom to use. Occupancy of each washroom will be a maximum of two students. While using the washroom, students will maintain a physical distance of 2 meters from one another. Students will follow “handwashing” protocols before exiting the washroom

Water fountains

Under provincial guidelines, water fountains can continue operating. In schools, students will be encouraged to fill their water bottles from the fountain instead of drinking from it directly. Fountains will be cleaned and disinfected several times throughout the day, with attention to the knobs and push buttons.

Canteen/Vending Machine

Canteen will not be available for the first two weeks of the school year. Canteen will re-open on Sept. 14th with a limited menu and all orders must be pre-ordered. Canteen protocols for ordering will be worked out in the next couple of weeks. Students may not use the canteen for walk up purchases at any time. As well, our vending machine will not be available due to the high touch area it presents.

Common Areas:

Derek Taylor has five common areas: the front entrance, the School Office, the Library, Hallways, and the Staff Room.

- Front Entrance – students will only use the front entrance if they have been dropped after 8:20 AM. The front entrance will serve only as a corridor to the core of the school, and not as a waiting area.
- School Office – The School Office has an occupancy limit of 2 visitors.
- Library – The Library will be closed to students.
- Hallways – Passage along hallways will be two-way in the core of the school, and markings will be placed to remind students.
- Staff Room – The Staff Room has an occupancy limit of 8 people

Dismissal

Derek Taylor will take measures to prevent crowding in hallways and to support appropriate physical distancing. We will be staggering our dismissal times to allow students time to get outside and head home or be picked up. **Students will use the same door they entered at in the morning.**

Each class/cohort will be dismissed from school according to a staggered schedule.

Students in 5/6 and 6 will know their class before Sept. 1st.

Students who use bus transportation will be escorted to the bus loading zone, while practicing physical distancing on the way there. Parents who are picking their child up from school must maintain a physical distance of 2m from others or remain in their vehicle.

<u>Class/Cohort</u>	<u>Dismissal Time</u>
ECS	11:00 AM
Grade 1	3:00 PM
Grade 2	2:55 PM
Grade 3	2:50 PM
Grade 4/5M	3:00 PM
Grade 4/5P	2:55 PM
Grade 6D	2:50 PM
Grade 6E	2:45 PM
Grade 7	3:00 – 3:05 PM
Grade 8	3:00 – 3:05 PM
Miss Beaudoin	3:00 PM
Miss Smith/Johnston	3:00 PM

Recess and playground equipment

Students will remain in their assigned learning cohort for recess activities. Schools will ensure each cohort has an area outside that supports physical distancing and promotes play and physical activity.

Lunch Time – Closed Campus

This year at Derek Taylor we would like to remain a closed campus, where all students stay at the school for lunch. This is due to the fact we do not have an hour break at lunch time to facilitate cohort movement for recess. If your family would like to speak to me further on this matter, please contact the office.

As well, at this time, **microwaves will not** be available to students and vending machines will not be operating.

Junior High Options

This year, all our Junior High students will rotate through six options including a music option that is applicable to all students. This keeps students in their cohorts and it allows them to try different courses. Fees will be \$10.00/option, so most students in Junior High will have option fees of \$60.00. Invoices will be emailed to parents by Sept. 30th.

Visitors and Volunteers Entering the school

Non-essential school personnel, including parents and volunteers, will not be permitted in the school.

Visitors, including parents, will only be permitted in the school by appointment. All visitors must self-screen using the attached screening tool (Appendix A) before they enter the school.

- If the individual answers 'YES' to any of the questions, they will not be admitted into the school.

Appendix A: COVID-19 Screening Questionnaire

COVID-19 ALBERTA HEALTH DAILY CHECKLIST

PARENTS/GUARDIANS/STUDENTS MUST USE THIS QUESTIONNAIRE DAILY TO DECIDE IF THE STUDENT SHOULD ATTEND SCHOOL

The tool is meant to be used to assist with assessing attendees who may be symptomatic, or who may have been exposed to someone who is ill or has confirmed COVID-19.

Attendees should fill out this checklist prior entering school daily. If an individual answers YES to any of the questions, they must not be allowed to attend school. Children and youth will need a parent to assist them to complete this screening tool.

As the COVID-19 pandemic continues to evolve, this screening tool will be updated as required

Risk Assessment: Initial Screening Questions

1.	Does the attendee have any new onset (or worsening) of any of the following:	CIRCLE ONE	
	• Fever	YES	NO
	• Cough	YES	NO
	• Shortness of Breath / Difficulty Breathing	YES	NO
	• Sore throat	YES	NO
	• Chills	YES	NO
	• Painful swallowing	YES	NO
	• Runny Nose / Nasal Congestion	YES	NO
	• Feeling unwell / Fatigued	YES	NO
	• Nausea / Vomiting / Diarrhea	YES	NO
	• Unexplained loss of appetite	YES	NO
	• Loss of sense of taste or smell	YES	NO
	• Muscle/ Joint aches	YES	NO
	• Headache	YES	NO
	• Conjunctivitis (Pink Eye)	YES	NO
2.	Has the attendee travelled outside of Canada in the last 14 days?	YES	NO
3.	Has the attendee had close contact* with a confirmed case of COVID-19 in the last 14 days?	YES	NO
4.	Has the attendee had close contact with a symptomatic** close contact of a confirmed case of COVID-19 in the last 14 days?	YES	NO

* Face-to-face contact within 2 meters. A health care worker in a occupational setting wearing the recommended Personal protective equipment is not considered to be a close contact.

** ill/symptomatic means someone with COVID-19 symptoms on the list above

