



**MONTAGNARDS**

Collaboration – Persévérance – Excellence



École Montrose

Re-entry Parent Guide

2020-2021 School Year

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*Effective date: August 31, 2020*

*The contents of this document represent school expectations for operations during the COVID-19 pandemic and may supersede existing Administrative Procedures.*

## Principal's Message

Bonjour Montrose Parents,

Welcome back to another year of learning together at École Montrose! A special welcome to our new students who are joining our school family this year. Our staff is excited to have children filling the halls of our school with their learning and laughter once again! On behalf of our team I would like to extend my appreciation for your support as parents during our time of at home learning in the spring and again as we begin start up to our 2020-2021 school year. Thank you for choosing to share your treasures with us!

Though our passion for second language learning and excitement for learning remain the same, there are many changes to our regular school routines and procedures as we head into this school year. Protecting each other is the shared responsibility among all members of our school community and we all have a critical role to play in following the safety protocols set out by Alberta's Chief Medical Officer of Health. These protocols are intended to reduce the risk of Covid-19. The Alberta Government and GPPSD re-entry plans' focus on safety does not depend on one single strategy, but many strategies that work together to support the safest environment possible within the complex dynamics of a school community. These strategies include: homeroom cohorts, screening for illness, strict illness protocols, handwashing and sanitizing, cleaning standards, physical distancing, and personal protective equipment and masks for students in grades 4 to 8 and staff. These strategies are all intended to be implemented for the safety of our students and staff, so that in person learning can continue for our students.

As educators we realize that it is essential for students to be back in school for their emotional and social growth and well-being, as well as for their educational growth and development. I would encourage parents, if you have not done so, to familiarize yourself and your child to the GPPSD Re-entry Plan 2020-2021 School Year. [www.gppsd.ab.ca/schoolre-entry](http://www.gppsd.ab.ca/schoolre-entry). Over the course of the year, we will be focusing on building our students' social and emotional skill set and supporting our students with wellness in those areas as we know that the COVID-19 pandemic has impacted everyone in different ways.

We have designed this Start Up Parent Information Guide to provide you with information regarding our school operations and procedures. Your child's homeroom teacher will be emailing you a welcome letter and video later this week. Please reach out to your child's teacher or school administration if you have questions or would like additional information. We are confident that despite the unique circumstances of our school year, that it will continue to be an enjoyable, engaging learning environment for our students.

Thank you for your on-going support,

Mme Andrea Couture  
Principal

Mme Ginette Pelé  
Vice Principal

Mme Lynne Goosney  
Vice Principal

## 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 Safety and Wellness

### 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.
- The student's belongings will be brought to the isolation area and the staff member should immediately wash their hands.
- Once the parent arrives at the school parking lot, they will be asked to call the school and their child will be signed out and accompanied to the front door by a staff member.
- If the school is not able to reach parents, the child's emergency contact will be called.

## Cohorting

### *Preschool to grade 6:*

Our students will be cohorted in their homeroom class sections for all learning and for lunch. Teachers will remain with their students in the classroom with the exception of physical education, where they will have another teacher.

### *Grades 7 and 8:*

Students will be cohorted in their homeroom class sections and will remain in the same class for the day. (Some options may be offered in other classrooms). Teachers will transition from one class to another throughout the school day. This year, the grades 7 and 8 students will be eating their lunch in their classrooms.

### *Recess:*

For recess, grade levels containing 3 - 4 cohorts will be outside at the same time, in different designated areas. Recess will occur at different times for the different cohorts. Students in grades 1-6 will have two recesses (one at lunch and one in the afternoon) while students in grades 7 and 8 will have one (at lunch).

### *Size of cohorts:*

The size of the cohort will depend on the number of students in your child's classroom. As students return to school from learning at home (three possible re-entry points throughout the school year), the cohort size will change.

## What Schools will look like

### Physical Distancing

Schools will determine necessary controls to put in place to promote physical distancing when possible.

- Students will access boot room one group at a time
- Determining and reinforcing hallway movement.
- Posting signs and marking floors.
- Removing and restaging seating in public areas to prevent gathering.
- Limiting bathroom occupancy and identify bathrooms for cohorts.

### Masks

Non-medical mask use for grade 4 to 12 students, all school staff, and all visitors is mandatory including on school buses, in common areas and in classrooms.

Masks are not mandatory for Prek-3 students, however we are asking Prek-3 students who are able to wear a mask, to do so.

All students will be provided with two reusable masks from the Province. They will receive their two masks on the first day of school. It is important that your child has somewhere to store their mask(s) when it is removed for lunch or physical education. A paper bag, ziplock bag or reusable container will work for this purpose. If you are sending your child's mask on a lanyard, please ensure that it has a safety release or snap that will break if the lanyard is caught on something. We will be supporting our students in learning how to properly wear, remove, and store their masks during the first several school days.

Students who are taking the bus are required to wear masks while they are on the bus and during any transfers. Kindergarten to grade 3 bus students will put on masks before leaving their classroom at the end of the day.

## Drop off and Pick up

### *Entry/Exit*

A school map is attached with entry and exit points indicated. Your child will enter and exit through the same door each day, including recess and physical education. If your child arrives late, please have him/her proceed to the main office through the front doors.

### *Parent Drop Off*

When dropping off your child before school, grades 1-2 students will go to the park at the front of the school, grades 3-5 will go to the park at the back of the school and grades 6-8 students will go to the field (south of school). Although these are not all cohort groups, the number of students gathered between 8:00-8:15 each morning is significantly smaller than during recesses.

Kindergarten doors will open at 8:07 daily to welcome our kindergarten students into the building. Afternoon kindergarten doors will open at 12:15. Teachers will greet students at the door in the morning and meet parents at these same doors in the afternoon (for those not taking the bus). Parents are required to physically distance while waiting for their child. outside

Our preschool doors will open at 8:25 for the morning class and 12:10 for the afternoon class. Preschool parents are asked to walk their child to the preschool doors where they will meet their teacher.

When the bell rings, all other students will proceed to the door that is designated for their classroom. There will be markers for students to line-up and await entry into the school. A staff member will guide students into the school, through their boot rooms and to a hand sanitizing station. Students will proceed to their classrooms upon entry into the school.

### *Parent Pick Up*

Adults picking students up from school are asked to stay in their vehicles or outside the school, and to maintain a safe physical distance between themselves and others.

### *Picking a student up during the day*

Should you need to pick up your child before the end of the day, please call once you arrive at the school. We can be reached at 780-532-8861. Our front office will sign your child out and send them to meet you outside the front doors.

## 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. Should you have an appointment, please enter through the main doors. All visitors must self-screen using the attached screening tool (Appendix B) before they enter the school.

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

## Supplies

- Students will need to have extra reusable masks at school even though two will be provided for them
- Students will need individual hand sanitizer
- Updated school supply lists are posted on our webpage. We recognize that disinfectant wipes are difficult to find. Please send as you are able.
- Please send your child with a filled water bottle labeled with your child's name daily. Water bottles will be sent home at the end of each day.
- In your welcome letter, email from your child's teacher on August 28<sup>th</sup>, your teacher will let you know if you need to send everything the first day of school.

## Use of Lockers / Cubbies

- Students will not be provided lockers or cubbies. This will be re-evaluated at the end of September prior to the need for outdoor winter clothing.
- Individual student jackets, backpacks and lunch kits will be kept in the classroom.

## Food Services

- Individuals are not permitted to share food.
- Food provided by the family should be stored with the student's belongings.
- All students must wash their hands before and after eating.
- Microwaves will not be available to students at this time.
- At this time, hot lunch service has been suspended
- Our canteen services will begin mid-way through September. Please watch for more information including online ordering.
- Please try to send food in containers/packages that your child can open themselves. Adults will assist when necessary and having items that can be opened independently will reduce the amount of contact that others have with your child's lunch items.
- Your child's teacher will let you know of any allergies that may exist in your child's classroom.

## Physical Education

- Physical Education instruction will continue for kindergarten to grade 8
- Students will remain in their homeroom cohorts
- Physical Education will be outside as much as possible as outlined in the Alberta Education Re-entry plan documents. Please ensure your child brings seasonally appropriate clothing and footwear to school each day that supports outdoor physical education (students will not have access to changerooms).
- Activities that allow for physical distancing are preferable when possible
- Students are not required to wear masks during physical education

## Option Classes – Exploratory (grades 7 and 8)

- This year, students will rotate through seven options with their homeroom class. Students will explore two options per report card term. These include: Fashion, Shop and Foods, Digital Design, Sports Performance, Art and Outdoor Education. These were the top seven options selected by students in May (Google Form) and they include various arts, physical activity, and technology components.
- If your child chose Orchestra as an option in May, your child will join an Orchestra cohort (with grade 7 and 8 students from Montrose) on Mondays and Wednesdays. As this will happen all year, your child will explore three other options (Tuesdays and Thursdays).
- If your child chose Guitar as an option in May, they will join a Guitar cohort (with grade 7 and 8 students from Montrose) Tuesdays and Thursdays. This will happen all year. therefore, your child will explore three other options (Mondays and Wednesdays).
- If your child is no longer interested in Orchestra or Guitar, we will have them see the office Wednesday, Sept. 2<sup>nd</sup> during the option period to make appropriate changes.
- If your child is in the Academy program (grades 7 and 8), your child will not be assigned options on Mondays or Wednesdays. However, they will still explore three options during the year (Tuesdays and Thursdays).
- Our options fees for the year will be \$40.00. This will cover all options. Should your child be enrolled in Orchestra, Guitar or the Academy program, the fee will be \$20.00.

## School Council Meetings

School Council will continue to meet regularly throughout the school year. Whether these meetings will be in-person or online is still to be determined. Communication will be sent home prior to the annual AGM on September 23<sup>rd</sup>, 2020.



## Appendix

### Appendix A: COVID-19 Screening Questionnaire

#### COVID-19 INFORMATION

PARENTS/GUARDIANS/STUDENTS/STAFF/VISITORS/VOLUNTEERS/SERVICE PROVIDERS MUST USE THIS QUESTIONNAIRE DAILY TO DECIDE IF THEY SHOULD ENTER THE SCHOOL

#### Risk Assessment: Initial Screening Questions

1.	Do you, or your child attending the program, have any of the below symptoms:	CIRCLE ONE	
		YES	NO
	• 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 person attending the activity/facility travelled outside of Canada in the last 14 days?	YES	NO
3.	Have you/your child had close <u>unprotected*</u> contact (face-to-face contact within 2 meters/6 feet) with someone who has travelled outside of Canada in the last 14 days <u>and who is ill**?</u>	YES	NO
4.	Have you/your child attending the program or activity had close <u>unprotected*</u> contact (face-to-face contact within 2 meters/6 feet) in the last 14 days with someone who is ill**?	YES	NO
5.	Have you/your child or anyone in your household been in close <u>unprotected*</u> contact in the last 14 days with someone who is being investigated or confirmed to be a case of COVID-19?	YES	NO

\* "unprotected" means close contact without appropriate personal protective equipment (PPE).

\*\* "ill" means someone with COVID-19 symptoms on the list above"

If you have answered "Yes" to any of the above questions, please **DO NOT** enter the school at this time. You should stay home and use the [COVID-19 Self-Assessment Tool](#) to determine whether you need to be tested for COVID-19.

If you have answered "No" to all the above questions, you may attend school.

Map

