



SCHOOL RE-ENTRY

FALL 2020

INFORMATION GUIDE FOR PARENTS

Scenario 1

UPDATED AUGUST 6, 2020

Will be updated as new information is made available by the Government of Alberta.

Introduction

Conseil scolaire Centre-Est (CSCE) is fully committed to the health and safety of the children and students in its care, as it is to the health and safety of its staff. This guide has been developed to serve as a reference in schools and CSCE facilities, for children, students, staff and parents. The guide serves as a support to our collective responsibility in relaunching for the 2020-2021 school year, as part of the overall recovery plan pursued by the Alberta school authorities. Our students' learning must continue in a safe, caring and respectful manner.

The guide mainly aims to implement Scenario 1 of the 2020-2021 return to school plan published in June 2020 by the Ministry of Education. Scenario 1 provides for a near "normal" return to school while including additional health measures to reduce risks. But CSCE remains ready for the implementation of scenarios 2 or 3 depending on the evolution of the pandemic and the instructions of the authorities. We must be prepared for any eventuality.

Our thinking is based on the areas that seem essential to us to prepare well:

1. The well-being and safety of students and staff above all else.
2. The pursuit of learning: teaching and assessment regardless of the scenario in place
3. Public health and safety measures for CSCE
 - a. The importance of risk mitigation
 - b. The value of everyone's efforts, collective responsibility

Daily routines in schools will be modified according to the health guidelines provided by public health authorities. These changes are explained in detail in this guide and include:

1. Daily self-assessment to check for symptoms;
2. Increasing the frequency of cleaning and disinfection;
3. Rigorous protocols targeting all those who show symptoms;
4. Physical and social distancing;
5. Reorganization of the use of premises and circulation in the school in order to allow more physical distance;
6. The formation of cohort of students;
7. Clear and rigorous protocols for hand hygiene as well as clear expectations for respiratory etiquette;
8. Wearing a mask is compulsory for students in grades 4 to 12 as well as for all staff and visitors;
9. Expectations for the common use of equipment.

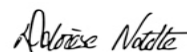
The Ministry of Health continues to put in place measures to counter the spread of COVID-19. These measures continue to evolve and will influence the way we do things during the year 2020-2021. At the CSCE, we take Dr Hinshaw's motto seriously when she advises that we all have our part to play, that we have a collective responsibility and that we must:

1. Take the necessary measures to protect ourselves and others;
2. Maintain a high standard of hygiene;
3. Follow provincial health guidelines whenever possible.

Thank you to the CSCE Leadership Team and school principals for their diligent and hard work in designing this plan and implementing it in each of CSCE facilities. Thank you to everyone for your patience, your understanding and your continued collaboration.



Reginald Roy
Chair



Dolorèse Nolette
Superintendent

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Foundational Statements

Principles

CSCE's COVID-19 strategy is based on the following principles:

- Each school must adhere to the standards and guidance provided by the Chief Medical Officer of Health, Dr. Hinshaw (MHC), as well as Alberta Health Services (AHS).
 - Everyone's mental health and wellbeing is as important as physical health and safety.
 - Effective and ongoing communication with community partners, parents, students, teachers and all staff is essential to the successful implementation of the back-to-school plan.
 - Each school is a caring, respectful, safe, flexible and inclusive environment where stakeholders are concerned about the physical, social and emotional well-being of each learner.
 - All decisions regarding the pandemic are taken on the basis of the filters developed by the CSCE.
 - In order to ensure the continuation of learning, activities must meet the needs of learners while including formative and summative assessment and allowing learners to develop the basic skills necessary for today's world according to the new ministerial order * on student learning outcomes: literacy, numeracy and basic knowledge.
- * The ministerial order in force at the end of June 2020 (001/2013) was repealed on August 6, 2020. A link will be added as soon as the new one is available online.

Goals and Objectives

The directives set out in this guide support children and students and their parents by providing information

- about the health measures required for the implementation of the return to school plan in order to limit the risks and develop a sense of well-being in schools.

- about their role and responsibilities in maintaining and promoting health and safety practices in schools.

Sources of information

We are committed to acting on information provided by public agencies that we believe are reliable sources of information. Primarily these include: [Alberta Health Services](#), [l'Agence de la santé publique du Canada](#), [Alberta Education](#), [Occupational Health and Safety](#).

The contact points for the Northern region, AHS Zone Environment Public Health are as follows:

Email: Northzone.environmentalhealth@ahs.ca .

Regional Phone in Grande Prairie: 780-513-7517

Communication

CSCE communicates with staff and families as new information becomes available through the website as well as through the communications networks established by each of the schools. The specifics in each of the schools are posted on the websites of each of the schools and communicated through their communication networks.

For any questions, please contact the school administration directly or the central office: 780.645.3888 or by email : infocovid19@centreest.ca

Provincial measures

Gatherings and major events

Alberta's Chief Medical Officer of Health has limited indoor gatherings to a maximum of 100 people. However, these restrictions do not apply to regular school activities provided that physical distancing measures, hygiene and mask wearing rules are in place. Large gatherings for staff and students cannot take place.

COVID-19 case management

Self-isolation and confinement

Physical distancing to reduce contact

Mask wearing for staff and students from Grade 4 to 12.

Well-being and security

The well-being, health and safety of children, students and staff are of utmost importance to us. This return to school strategy includes our collective responsibility to develop healthy relationships and to continue to create and nurture bonds with others. Central office staff and

school staff alike play an important role in creating safe and caring environments that provide a continuum of supports for individual physical, social and mental well-being. The objective cited in CSCE's 2019-2022 Three-Year Plan aimed at implementing the strategies of the collaborative approach developed by Jigsaw Learning (supported by the team of Kurtis Hewson and Nancy Halun of the CPFPP) to promote inclusion, facilitate differentiation and implementing the response to the intervention to meet the needs of all students and enable them to be more successful. This strategy continues to be important in the context of individual well-being. In addition, our action over the next few months will be influenced by research on the effects of natural trauma on individuals so that we can better focus on psychological well-being. The following resources can support our leadership in this process:

- [Le coeur du rétablissement : créer des environnements scolaires favorables à la suite d'une catastrophe naturelle](#)
- [Travailler ensemble pour soutenir la santé mentale dans les écoles de l'Alberta](#)
- [Espace mieux-être Canada](#)

School principals will be guided by the principles of effective planning from the Hewson Collaborative Approach model in order to lead their team in valuing each individual and emphasizing:

- Collaboration
- Formative and summative evaluation
- The continuum of support in an inclusive school environment.

Learning and teaching

Back to school in September

Teachers will take time, early in the new school year, to analyze and assess student progress on essential key concepts taught from March to June 2020. Close observation, monitoring and planning using this data will align teaching with the needs of each student. Thus, an appropriate plan for the year 2020-2021 will be developed with an emphasis on literacy, numeracy and francization while we re-learn to be “together” again!

Specific courses

In Scenario 1, students are expected to have access to their full learning program with no changes to instructional hours.

Options will be offered but certain adjustments may be made to respect physical distancing and reduce certain risks.

- Music courses shall limit singing and the use of wind instruments.
- Physical education will be held outdoors whenever possible and teachers are encouraged to choose activities that allow physical distancing. If equipment is shared, it should be cleaned when the cohort has finished their course.

- Career and technological studies(CTS) courses should follow AHS guidelines for particular fields.
- Work experience programs can continue provided that proximity between participants is limited. Students shall wear masks if physical distancing is not possible.

* For further information about these courses in the context of a pandemic, consult the official ministry document COVID-19 information : guidance for school re-entry - scenario 1

Supporting learning during self-isolation

During this pandemic, if a student develops symptoms of COVID-19, they will have to stay home for a period of time due to illness. During this period, teachers will treat the situation just like any other illness in normal times. For this kind of situation, it is important to note that teachers will not be able to provide the level of home support that they offered from March to June 2020.

If the parent has concerns about the physical return to school

Some families may have concerns about going back to school physically because of the pandemic. If this is the case, parents are encouraged to discuss the situation with the school administration.

Parents also have the option of providing their child with home education programming that complies with the Alberta Education Home Education Regulation *; the provincial regulation is in the process of being changed, information will follow shortly and the administrative procedure will be updated to this effect.

In this scenario, it is important to note that teachers in CSCE schools will not be able to support families who choose to not send their child to school. They will have their full regular duties and will not be able to support the students at home.

CSCE is presently exploring the possibility of offering online courses to students who would not be returning to school in September. If there is sufficient interest, CSCE will pursue this topic.

In early February, parents who had decided not to send their children to school may make a change in the choices that they made in September if they want their child to return to the classroom.

* In home education the parent is fully responsible for the education of his child and will not have access to the support of a teacher as was the case from March to June 2020.

Provincial assessments

CSCE students will not participate in the Grade 3 student learning assessments or the Grade 6 and 9 achievement tests in 2020-21. Students will take the diploma exams as usual since these are compulsory according to the regulations of the Ministry of Education.

Teaching COVID-19 Protocols

Staff will take the time to demonstrate to students how schools will navigate the various protocols related to pandemic risk management. They will use the educational tools provided by

AHS to teach how to wash their hands, how to maintain physical distancing, how to use the disinfectants available to them and how to manage the wearing of a mask. Schools will also dedicate time to discuss ways to support their own mental health.

For students and their families

Health measures

Daily assessment

Parents / guardians should assess their children's health every morning for symptoms using the daily self-assessment questionnaire (**Appendix A**) before sending their child to school. Parents who need to visit one of the schools should self-assess before entering.

If a student develops symptoms at school

If a student develops symptoms while in school, that student shall be placed in an isolated location or placed at least 2 meters from others and wear a mask. The school will communicate with parents / guardians asking them to pick up their child within the next hour. If it is not possible for them to pick up their child within the prescribed time, the appointed emergency contact will be called to pick up the student.

The staff member who will supervise the symptomatic student should:

- Wear gloves, a mask and a visor;
- Make sure all other staff maintain an acceptable distance;
- Provide a mask for the student if there is not one;
- Follow hand washing protocol;
- Maintain physical distancing as much as possible.

The staff member may use an electronic thermometer to take this student's temperature.

Confirmed COVID-19 cases

If a case of COVID-19 is identified at school *, Alberta Health Services (AHS) North Zone Medical Officer of Health or a delegate will follow established protocol in such circumstances and communicate directly with CSCE and the principal of the school to identify all necessary follow-up actions. AHS may request that the school be closed for classroom learning to allow for an investigation. If the Medical Officer of Health responsible for the North Zone decides to close a school or ask a cohort to stay at home for a period of time, the school must support the students in the pursuit of learning at home during the isolation period prescribed.

*** Note that if 2 children or staff members in a cohort present symptoms related to COVID-19, the school must follow the notification protocol in the event of an epidemic according to the AHS North Zone protocol. (under review for September).**

Known Pre-existing Medical Conditions - Pupils

A tool was developed by the Government of Alberta to help assess the level of risk for an individual who has a pre-existing medical condition. Furthermore, according to the guidance provided by Alberta Health Services, individuals who suffer from allergies or have pre-existing medical conditions and who demonstrate symptoms of COVID-19 should be tested at least once to establish a threshold for their symptoms. If symptoms change (become more pronounced), the individual should stay home until tested and cleared by AHS to return to school.

Tests for COVID-19 and a negative result

For the back-to-school plan to be successful, students, families and staff must work together to mitigate the risks. One of the critical strategies is testing to determine the need for continued self-isolation. If someone answers "YES" to any of the questions on the Daily Self-Assessment (Appendix A), that individual should not be attending school. He must stay at home. If your child is tested and obtains a negative result, you should contact the school principal before your child returns to school.

At school

Physical distancing

In our schools, it will be impossible to maintain physical distancing at all times. However, schools will work to reduce the risk of infection. It is therefore essential to stay at home when symptoms appear, to take the time to rest and to heal before returning to school.

Inside the building

Wherever necessary, special signs will indicate the flow of traffic in the halls in order to mitigate the risks of infections. Each school principal will share the specific school plan with parents and staff.

The beginning and the end of each day

Parents / guardians must remain in their vehicle or away from school when accompanying their child to school. They can only enter school after obtaining permission from the principal. Bus drivers shall wait until the supervisor tells them that it is their turn before allowing the students off the bus. The staff will work to ensure that students use the maximum number of entrances into the school and each student will be assigned to an entrance. They will proceed to this entrance upon arrival and wait for permission to enter while respecting physical distancing whenever possible. The Principal will put in place a supervision schedule for the start and the end of each day. All students and staff shall use hand sanitizer when entering the building. Once in the building, students go straight to their classroom. They will not go directly to the lockers. School principals, along with their staff, will develop a plan to determine how and when lockers will be accessed, if it is possible to do so while respecting sanitary measures. This plan will be communicated to parents.

At the end of the day, parents should wait for their children outside the school grounds or in their vehicle. Teachers will make sure that students use hand sanitizer before leaving school. Students will leave school in an orderly fashion under the supervision of staff, meet their parents or take the school bus.

Classrooms

Classrooms, desks and counters shall be cleared of clutter and any non-essential items should be stored away to facilitate cleaning by janitorial staff. Decorative rugs and soft furniture that cannot be easily cleaned shall be removed from the classroom. Every effort will be made to separate desks or tables from one another. When this is not possible, desks and tables will be organized so that the students are not face to face. Each student will have their designated place and the plan will be given to the school Principal.

Staff and students are encouraged to use their personal items (technological tools, school supplies) whenever possible to avoid sharing with others. At the start of the school year, teachers are encouraged to develop activities that minimize the sharing of equipment.

Teachers can ask students to help clean up shared resources after use (manipulatives, science lab materials, technological tools, etc.).

Disinfectant wipes and liquid will be available in each classroom.

Grouping of students and cohorts

A cohort is defined as a group of students (and teachers) who stay together. The size of the cohort depends on the physical space available in the classroom or learning space as well as the number of students assigned to a teacher. In scenario 1, the size of the cohorts follows typical trends at the CSCE. Activities which bring together several groups should be limited as far as possible. Teachers will move from one place of learning or classroom to another rather than having students move. In high school, the cohorts may be larger to accommodate the demands of the schedules.

Prohibited events

In order to limit interactions among cohorts, multi-level, multi-cohort gatherings or even gatherings of all students are prohibited.

Water fountains, water bottles

Water fountains remain available to students and staff. Handles and push buttons on water fountains are considered frequently used surfaces and shall be cleaned and disinfected regularly. Students are encouraged to fill their bottles with water rather than drinking from the fountain to reduce the risk.

Common areas

Atriums, foyers and gymnasiums remain spaces available for teaching and learning while optimizing opportunities for physical distancing. Gyms can only be used for teaching and learning. School playgrounds are open for students. Shared spaces for lunch can be used but care must be taken to ensure that physical distancing is respected. This could lead to staggered breaks for lunch. In addition, the spaces should be cleaned after each use. If the school has an infirmary space, that location should be designated for isolation due to COVID-19 and may only be used for that purpose. If an infirmary space is not available in the school, another location should be designated for isolation due to COVID-19.

Parents, volunteers, visitors

To reduce the risk of spreading the virus, neither volunteers nor random visitors will be able to circulate in the school until further notice. Only authorized visitors will be admitted and these include parents of students, CSCE staff, RCMP and AHS personnel. Before entering the premises, they must use the self-assessment questionnaire that will be posted at the school door. If the visitor answers "YES" to any of the questions, they will not be able to enter. A register of all visitors entering the school will be kept and everyone will have to use the system in place. Parents will be informed of the protocol to follow to make an appointment with the teachers or the administration. These meetings can be held face-to-face while respecting physical distancing and wearing a mask or by electronic means.

Lunch

Whenever possible, teachers and students will respect physical distancing while eating their lunch. If common areas are used, surfaces should be cleaned after each use. Students must not share their food nor their dishes, utensils or water bottles. Students should wash their hands before and after their meal. Teachers may ask them to wipe their tables or desks after eating.

The use of microwave ovens will be overseen by a staff member to whom this responsibility will be delegated.

Recess

School staff will develop a schedule for going out for recess. School staff could decide to postpone recess for certain cohorts in order to allow a minimum of interaction between the cohorts in the hallways.

Transitions between classes and breaks

High school students will have breaks in their daily schedule. During this break, teachers will travel to their next cohort. Students will be able to circulate to use the washrooms or water fountains during this time but will have to adhere to the principles of physical distancing, the wearing of masks and the instructions for circulating in the school.

Extracurricular and extracurricular activities

CSCE will follow directives from Alberta Education, Alberta Health Services and collaborate with community partners such as Francophonie Jeunesse de l'Alberta, ACFA, the Regroupement des Artistes Francophones de l'Alberta and the Alberta School Athletics Association to identify how to maintain sports and cultural activities in the present context. All and extracurricular sports activities are currently canceled. All extracurricular and extracurricular cultural activities are also canceled for the moment. On the other hand, clubs made up of school students can meet after school and carry on activities that respect health measures, the wearing of masks and distancing.

Field trips

AHS guidelines state that excursions and activities for which must be students transported should not take place. However, excursions where students can walk to their destination can be planned. All other excursions, whether going to the other side of town, crossing the province or country or going abroad are prohibited at this time.

School councils

School Council members and the school administration can choose to meet face-to-face or through virtual means. If the meetings are held face-to-face, they must be held outside the regular school day and the rules of physical distancing and the wearing of a mask must be respected as well as the AHS instructions for hand hygiene and cleaning surfaces.

The nutrition program

In schools that have access to it, the nutrition program will only be able to provide pre-packaged foods in individual bags / containers. Schools will ensure that all protocols issued by AHS for the safe handling of food are followed at all times. These include the wearing of gloves and masks by individuals handling food. Since no volunteers can enter the school, it will be necessary to analyze whether the program is viable. No hot meals and fundraising programs associated with food can be organized at this time.

BEFORE and AFTER school programs

CSCE continues to analyze the best conditions within which to coordinate before and after school programs. Details will be made available by the third week of August and communicated to parents.

Washrooms

Even if washrooms remain accessible at all times, staff will put in place a protocol that limits the number of students who can use the washrooms at the one time. The capacity of the washroom must be displayed and students must wait, respecting social distancing and wearing a mask if the number exceeds the capacity displayed. Washrooms will be cleaned regularly. In addition, posters will remind you how to wash your hands, how to wear your mask and how to respect physical distancing around and in washrooms.

Soft furniture

Soft furniture that can be cleaned easily and regularly can be left in place. If this furniture cannot be cleaned easily and regularly it will be removed and stored until further notice.

Shared technological devices

Every effort will be made to limit access to the same devices during the course of a day. Students are encouraged to use their personal device. Schools are encouraged to determine a sharing schedule among cohorts limiting access to one cohort per day when possible. The devices will be cleaned after each use according to the established protocol.

Transportation

School buses

In scenario 1, regular transportation services will be offered to families. Students in grades 4 to 12 will be required to wear a mask as directed by Dr. Hinshaw. Other students may wear them if parents provide them. Parents should complete the Daily Self-Assessment Questionnaire (Appendix A) before their child takes the bus. If a child shows any symptoms, they should stay home until they are tested and cleared by AHS. Before leaving the house, we ask that children wash their hands or use disinfectant liquid on their hands.

In order to facilitate contact tracing and reduce the risk of contamination, bus drivers will assign a place to the students, start filling the bus from the back and try to seat family members together. Each student must use this place assigned to him. Upon arrival at school, the driver will wait for permission from the supervisor before letting the students get off.

To clean the bus after dropping off students, drivers will wear gloves, a mask or visor and use a disinfectant. The disinfectant shall be stored in a safe place out of the reach of children.

The Buildings

Cleaning

Schools will be cleaned daily and some sanitary measures will be added to the regular duties of custodial staff. Anyone entering a building must use the sanitizer when entering and wear a mask. Sanitizing products will be available at each entrance.

Disinfectant wipes will be provided for learning spaces. Pupils will be invited to wipe the common use equipment with these wipes as well as their desk surface if the teachers deem it necessary.

The custodial staff will follow a specific cleaning protocol. Additional hours will be added to their usual scheduled hours

Appendix A

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

Risk Assessment : Initial Screening Questions



1.	Do you, or your child is attending the program, have any of the symptoms below:	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.	Have you, or anyone in your household, travelled outside of Canada in the last 14 days?	YES	NO
3.	Have you or your children attending the program had close <u>unprotected*</u> contact (face-to-face contact within 2 metres) with someone who is ill with a cough and/or fever?	YES	NO
4.	Have you 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).

If you have answered “**Yes**” to any of the above questions, please **DO NOT** enter the school at this time.

If you have answered “**No**” to all the above questions, you may attend school.

