



2020-2021 SCHOOL

RE-ENTRY PLAN

Calmar Secondary School

(Customized from the BGSD Re-Entry Plan)

**Information for
Parent/Guardians/Students**

UPDATED: August 25, 2020

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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. [Coronaviruses](#) 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 [Government of Alberta](#), 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-19](#):

- 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

In addition to the strategies listed above, it is required that all staff and teachers, as well as students in grades 4 to 12 wear non-medical face masks while in shared areas of the school outside of the classroom where physical distancing may not be possible, and on school buses. Staff and students do not have to wear masks while seated in the classroom during instruction where there is appropriate distance between the staff and students, and maximum possible distance between students' desks (as a principle, two metres should be maintained wherever possible). Non-medical face masks for students in kindergarten to grade 3 may be considered.

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, don't be afraid to ask someone you trust. More information can be found online at alberta.ca/COVID19.

Quarantine and Isolation

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

<i>Quarantine</i>	<i>Isolation</i>
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.	If exhibiting any symptoms of COVID-19, stay home and take the AHS Online Self-Assessment Tool to arrange for testing. You are required to stay home until you have a negative test result for COVID-19 or until the symptoms resolve, whichever is longer.

Re-entry Information for Parents and Students

Following the provincial government's direction, Black Gold School Division (BGSD) and Calmar Secondary School (CSS) are 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 a 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, CSS teachers will focus on the social and emotional needs of students, reconnecting with students and administering screening tools to identify gaps in student learning. Supporting students to be ready to learn is an important first step in our school re-entry. These will be done in a variety of ways.

September will focus on student RESILIENCY. This theme will be introduced to students during our virtual assembly and be specifically spoken about and worked on throughout the month of September. Although a physical gathering in the gym is not allowed at this time, we will continue to do our assemblies virtually for our distance learners and students within their classrooms. Health units will also focus on physical and mental wellness, and students will continue to learn about the importance of hand washing, mask use, cohorting, and also how their ability to be resilient can affect their wellness.

Teachers will also be administering the Mathematics Intervention Programming Instrument (MIPI) and Highest Level Achievement Test (HLAT) during the beginning of the year. These results, along with a variety of anecdotal evidence will identify any gaps from the previous year. Once teachers have identified gaps in student learning, they can plan their instruction to address these gaps prior to moving forward.

This document details the conditions and protocols which will be in place for École Leduc Junior High School for the upcoming 2020-2021 school year. Administration realizes that this plan MUST be a flexible one, and as our situation changes, so does our plan. This is in compliance with AHS guidelines, as well as the Black Gold School Division plan.

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 should 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.
- Students in Grades 4 - 12 are required to wear a non-medical face mask when on the bus and at the transfer site.
- Bus Drivers will use a face mask and a face shield when loading or unloading students from the bus. Bus Drivers will remove their face covering when the bus is in motion for maximum visibility.
- When wearing a face mask, care should be taken to ensure the mask is [used correctly and safely](#).
- Students should be wearing their face mask at the bus stop or anytime they are waiting to board the bus.
- As much as practical, children/students will start boarding from the back seats to the front of the bus.
- As much as practical, students start disembarking from the front seats to the back of the bus.
- Students will be assigned seats and students who live in the same household will be seated together.
- 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.
- No sharing of personal items (toys, water bottles, etc.) or eating on the school bus.
- A child who becomes symptomatic during the bus trip should be provided a mask if they are not already wearing one. The driver will contact the school to make the appropriate arrangements to pick up the child/student (see Responding to Illness below).

Students Driving to School

- Students should only have people from their household in the vehicle with them.
- Students are asked to arrive at school well before school begins and go directly to their classroom to minimize contact outside of their cohort.
- 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.).
- If a carpool is required, students should wear masks in vehicles where social distancing cannot occur. For carpooling, students should maintain small consistent cohorts.

Entry Protocols

<p><i>Stay at Home when Sick</i></p>	<ul style="list-style-type: none"> Stay at home if exhibiting symptoms of COVID-19 that are not related to a pre-existing illness/health condition.
<p><i>Staggered School Year Start Dates.....</i></p> <p><i>Meet The Teacher</i></p>	<ul style="list-style-type: none"> Students have not been in school since March 13 and we have added a number of new protocols designed to keep students as safe as possible. Staggered entry will include a reduced number of students. Following the schedule below, staff will work with students to explain new processes and procedures that must be followed. This will give students the opportunity to become familiar with new routines that will be in place in the school and classrooms. <p>We recognize that some students may not be able to attend on the designated day below (childcare issues, etc). Please contact your school to advise them that your child will not be attending that day but will begin school on September 4, 2020.</p> <ul style="list-style-type: none"> September 8: Grade 9 and 12 only September 9: Grade 8 and 11 only September 10: Grade 7 and 10 only September 11: All students attend and regular classes begin.
<p><i>Drop-off and Pick-up Procedures</i></p>	<ul style="list-style-type: none"> Where feasible schools will coordinate staggered drop-off and pick-up times and locations to limit contact between staff, parents/guardians, children and students as much as possible. Please follow the schedule determined by your school for drop-off and pick-up times. Parents/Guardians and caregivers must remain outside the school to pick-up and drop-off their children.
<p><i>Arriving at the School</i></p>	<ul style="list-style-type: none"> Parents and children/students should not be in the pick-up area or enter the bus if they have symptoms of COVID-19. Each school will develop procedures for student pick-up and drop-off that allow physical distancing of 2 metres between families (as much as possible), support respiratory etiquette and access to hand hygiene.
<p><i>Hand Hygiene and Safe Practices</i></p>	<ul style="list-style-type: none"> Everyone must perform hand hygiene (hand sanitizer) when entering and exiting the school. Each school will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations.

Calmar Secondary School will be utilizing a cohort model wherever possible. Students will stay in one classroom for the vast majority of the day and teachers will travel to classrooms. Classes will begin as usual at 8:35 each morning, with a warning bell ringing at 8:30. Doors will be opened at 8:20. We encourage students to arrive within this ten minute window. Supervision will be provided both inside and outside the school so an orderly and social-distanced flow into the school is maintained. We will be utilizing the following two entry points:

Main School Doors: all high school students
South Doors, West of the Shop: all junior high students

If students arrive late they will enter through the main doors. After putting on their mask and using hand-sanitizer, they will check in at the office, then proceed directly to their classroom.

Student Drop-off & Entry/Exit to School Building Protocols

- COVID19 self-screening to be completed with parent/guardian at home.
 - students must remain physically distanced
 - masks must be put on before entering the building
 - apply hand-sanitizer upon entry
 - proceed directly to their designated classroom and take their assigned seat.
 - End of day - Students will exit in a staggered manner from the exit designated by their teacher. Students must hand-sanitize when exiting the building.
- Black Gold will be providing hand-sanitizer at all entry points and in the classrooms. Students may bring their own hand-sanitizer for their desk.

General Protocols

<i>Physical Distancing</i>	<ul style="list-style-type: none"> ● Everyone in the school shall maintain 2 metres physical distancing whenever possible. ● Where physical distancing is not possible, extra emphasis on cohorting, hand hygiene, respiratory etiquette, and cleaning and disinfecting on a regular basis (before and after activities) will be implemented. ● It is important that students and staff stay home if they have any symptoms of COVID-19 that are not related to a pre-existing condition.
<i>Cohorts</i>	<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. Many classes are cross-graded and may contain students from different grade levels. ● When interacting with people outside the cohort, maintain physical distancing of 2 metres. ● Every effort will be made to minimize unneeded interaction. ● If two or more people from different cohorts are required to come within 2 metres of one another for the purposes of instruction, practice or undertaking examinations, additional protections must be instituted such as engineering controls (such as plexiglass barriers or partitions), or administrative controls (adapting the activity to minimize or eliminate close contacts).

<p><i>Engineered and Administrative Controls in Schools</i></p>	<ul style="list-style-type: none"> ● School offices will be equipped with a plexiglass 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. ● Unnecessary furniture has been removed 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 and self-serve nutrition programs are cancelled. ● All school assemblies will be virtual.
<p><i>Visitors to School</i></p>	<ul style="list-style-type: none"> ● No one should enter the school if she or he is 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.
<p><i>Pre-existing Conditions</i></p>	<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. <i>"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."</i> ● BGSD recommends that a COVID-19 test be done closer to the start of the school year and as the guidelines state, talk to your child's school 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. ● Schools must keep records of a student's known pre-existing conditions. Throughout the school year, if a student develops symptoms in or outside of the program that could be caused by COVID-19 or by a known pre-existing condition (e.g. allergies), the student 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 the school.

Responding to Illness

- No one should enter the school if he or she has any possible symptoms of COVID-19.
- If a child/student develops symptoms while at the school, the child/student will wear a non-medical mask if they are able to (provided by the school), and be isolated in a separate room. The parent/guardian will be notified to come and pick up the student immediately. If a separate room is not available, the child/student will be kept at least 2 metres away from other children/students. The parent/guardian/student will be asked to access COVID-19 testing by accessing the [AHS Online Self-Assessment Tool](#).
- If the child/student requires close contact and care, staff can continue to care for the child/student until the parent is able to pick-up the child/student. The student and staff will wear a mask and close interactions with the student that may result in contact with the student's respiratory secretions will be avoided. If very close contact is required and the child is young the staff member will also use a face shield or eye protection.
- Staff/students must wash their hands before donning a mask and before and after removing the mask ([Guidance on non-medical mask use](#)), and before and after touching any items used by the child/student.
 - All items the student touched/used while isolated must be cleaned and disinfected as soon as the child/student has been picked up. Items that cannot be cleaned and disinfected (e.g. paper, books, cardboard puzzles) will be removed from the classroom and stored in a sealed container for a minimum of 10 days.
 - The zone medical officer of health will work with school authorities to quickly:
 - Identify cases
 - Identify close contacts
 - Create isolation measures when needed
 - Provide follow-up recommendations
 - A COVID-19 case will 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.
 - BGSD 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.
 - If there is an absence rate of 10% due to illness OR there are an unusual amount of individuals with similar symptoms, school administrators must report to the local public health unit or school nurse as per their usual outbreak notification process, regardless of the COVID-19 test results for each individual. The purpose of this is to continue to monitor for other clusters of illness that may not be COVID-19 related and alert Alberta Health Services to potential outbreaks of other diseases.
 - NOTE* If there are suspected or confirmed cases of COVID-19 in a school, AHS has outlined the procedures and responsibilities of schools, AHS, and Alberta Health. (See Appendix 1)

Masks

- The wearing of masks is a medical decision not an educational one.
- Non-medical face mask use is mandatory for students in Grades 4 - 12 and all staff in settings where physical distancing cannot be maintained.
- Students in Kindergarten - Grade 3 may choose to wear a mask.
- Non-medical masks are not required while students are seated in the classroom during instruction if following the physical distancing guidance above. If close contact between students, or students and teachers/staff is occurring as a result of classroom activities, non-medical masks should be used for the duration of this activity.
- All teachers, staff and students in Grades 4 - 12 are required to wear face masks in all shared and common areas such as hallways and on buses. .
 - Masks are required for this group as there is increasing evidence that older students may be more likely to transmit COVID-19 than younger students, and are at a higher risk of significant disease than younger students.
 - When non-medical face masks are used, hands should be cleaned before and after putting it on and taking it off. Avoid touching the mask once it is on. Masks should be changed after they become wet or soiled.
 - After removing a reusable non-medical face mask that will be reworn prior to washing, it should be placed into a clean, breathable bag or container (allows for evaporation) for storage. Consider using a bag that can be washed. All masks should have two distinct sides, one side that touches the face and one that faces outwards.
 - Do not reuse masks that are wet or soiled prior to laundering. A wet or soiled mask that requires laundering should be placed into a sealed bag or container where it is stored until it can be taken home and washed
 - Disposable masks that are damaged or dirty should be discarded into a garbage bin that is lined with a plastic bag.
 - A very small number of individuals may not be able to wear masks due to sensory or health issues. Face shields are not considered to be equivalent to non-medical face masks. It is important to comply with other personal preventative practices such as frequent hand hygiene and physical distancing as much as possible.
 - Additional guidance on non-medical face masks is available [here](#)
- Exemptions to mask requirement for all teachers and staff in all school settings and students in grades 4-12 include:
 - Persons who are unable to place, use or remove a non-medical face mask without assistance;
 - Persons unable to wear a non-medical face mask due to a mental or physical concern or limitation;
 - Persons consuming food or drink in designated areas;
 - Persons engaged in physical exercise;
 - Persons providing care or assistance to a person with a disability where a non-medical face mask would hinder that caregiving or assistance;
 - Persons engaging in services that require the temporary removal of the non-medical face mask, and
 - Spaces where physical barriers have been installed between persons.
- Alberta's government will provide two reusable masks for each student.
- When wearing face masks, care should be taken to ensure [guidance on non-medical mask use](#) is followed and masks are used correctly and safely.

	<ul style="list-style-type: none"> • Parents/guardians should be encouraged to help their children become comfortable with wearing a mask. Masks should not be worn by anyone who is unable to remove the mask without assistance (e.g., due to age, ability or developmental status). • 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.
<i>Expectations for Shared use of Equipment</i>	<ul style="list-style-type: none"> • Absolutely no sharing of personal items will be permitted (pencils, crayons, erasers, toys, water bottles, books, etc.) • When school equipment must be shared (i.e. Chromebooks, CTS shop equipment, P.E. racquets, etc) it must be cleaned and disinfected after each use.
<i>Water Bottles and Fountains</i>	<ul style="list-style-type: none"> • AHS guidelines state that water fountains can remain open. Mouthpieces of drinking fountains are not a major source of virus transmission and require regular cleaning according to manufacturer recommendations. • Water fountain knobs and push buttons are considered high touch surfaces and must be regularly cleaned and disinfected. • 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.

<i>Personal Belongings</i>	<ul style="list-style-type: none"> • To minimize contact between students and support physical distancing, lockers in hallways and shared spaces as well as coat hooks will not be available for use. • In schools where lockers are located in the classroom and only one class uses the classroom, lockers can be used. Teachers will coordinate access to these lockers so students can maintain a physical distance when using their locker. As with other personal spaces, students will be asked to wipe their lockers daily. • 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.
<i>Electronic Devices</i>	<ul style="list-style-type: none"> • Students are encouraged to bring their own educational devices (BYOED). • Student personal devices are to be stored with their personal belongings.

At Calmar Secondary School each class of students will have a designated classroom. Teachers will move between class cohorts rather than students moving to each class. Students will walk to their PE and certain option courses following the directional arrows in the hallways. For the time being, junior high students will stay in their cohort for options. High school complementary courses will continue to be cross-graded.

Our grade level cohort model will effectively limit the number of students who are in the hallway at any one time. We will have effective signage to help provide visual cues to students to help them with physical distancing and we will highlight this signage in subsequent messaging. We will also do a careful review of traffic flow protocols and all signage in our grade level orientations beginning on September 8.

Students will be required to keep their belongings in their cohort classroom as lockers will not be used.. Backpacks will be placed near the student desk for quick access to supplies. Students are required to take all belongings with them at the end of each school day. There may be times when students are unable to take

their backpacks with them in those situations students will be provided with an area to store their backpacks that will be locked or under direct teacher supervision. Students may choose to use backpacks that are lockable. Students are asked to keep cellphones in their backpacks at all times unless it is a break time or they are directed by the teacher. We encourage students to bring only what they require to school. Each student will have access to a Chromebook, either brought from home or available through the school.

Students should be kept home when sick. Any students presenting with symptoms of an illness (which are not tied to a child's pre-existing conditions/baseline symptoms) will be isolated and masked in our medical room, space permitting. Parents will be contacted to come and pick them up as soon as possible.

Masks are mandatory in all areas of the school. There are many masks styles available. Please reach out if you have any questions.

Restriction of visitors (non-student or non-teacher entry) to the school will be in effect. Parents wishing to speak with/meet with a teacher or administration are encouraged to do so via telephone, virtual meeting, and/or appointment through the office. All visitors to the school are encouraged to first try calling the office for support. If this is not possible, please come to the main office as long as you do not present any COVID like symptoms.

CSS water fountains are open and students will be able to fill their labelled water-bottle throughout the day.

Classes and Programming

<i>Classroom Hygiene</i>	<ul style="list-style-type: none">• Everyone entering the classroom must perform hand hygiene.• 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, chromebooks, etc. before and after using. Younger students may require help from the teacher or education assistant.
<i>Class Sizes</i>	<ul style="list-style-type: none">• Class sizes will be similar to previous years as there is no additional funding to hire more teachers.• Where 2 metres is not possible between desks, they will be separated by the greatest possible spacing in each classroom.

	<ul style="list-style-type: none"> ● If 2 metres cannot be arranged between desks/tables, students should be arranged so they are not facing each other (e.g. arranged in rows rather than in small groups of 4 or a semi-circle). This way, if a student coughs or sneezes, they are not likely to cough or sneeze directly on the face of another student. ● 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. ● In circumstances where 2 metres of physical distance is not possible (especially if the circumstance requires prolonged close contact for longer than 15 minutes), teachers, staff and students in Grades 4 - 12 are required to wear a non-medical face mask to protect one another and students in Kindergarten - Grade 3 can choose to wear a face mask. ● Teachers will have seating plans for all classes. ● Each class will be considered a cohort and interaction between cohorts will be minimized. <ul style="list-style-type: none"> ○ Cohorts encourage individuals who cannot maintain 2 metre physical distancing (i.e. classes) to interact with the same people (their cohort) rather than switching daily contacts or randomly interacting with other people. ○ Within each cohort (classroom), students will maintain the greatest physical distancing possible to minimize the risk for disease transmission (i.e., spacing between desks).
<i>Student Movement</i>	<ul style="list-style-type: none"> ● Where possible, teachers will move between classrooms and students will remain at their desks. ● Hallway protocols are developed to ensure students remain a safe distance apart while moving throughout the building ● Each school will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations. Teachers and staff will reinforce protocols.
<i>Breaks</i>	<ul style="list-style-type: none"> ● Snack, lunch, recess, and class change breaks will be staggered in each school to maintain physical distancing among children/students.
<i>Using Playground Equipment</i>	<ul style="list-style-type: none"> ● Each school will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations. ● Encourage children to avoid sharing toys or sports equipment and limit contact with individuals outside of their cohort. ● Increased focus on respiratory etiquette and physical distancing will be taken around playground equipment.

<i>Physical Education</i>	<ul style="list-style-type: none"> ● When possible physical education will be done outside instead of inside as the risk of transmission is more likely to occur indoors rather than outdoors and will follow the Guidance for Sport, Physical Activity and Recreation. ● Teachers will choose activities or sports that support physical distancing (e.g. badminton over wrestling). ● Locker rooms and change rooms: <ul style="list-style-type: none"> ○ Schools will develop change room protocols for Grades 7 through 12 students that will reflect time and space availability. ○ Lockers will not be available for use.
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<i>Option Courses</i>	<ul style="list-style-type: none"> ● Where AHS recommendations and guidelines can be followed (i.e. cleaning, physical distancing, cohorting, etc.) these courses will continue to be available to students. ● No singing or playing wind instruments in Kindergarten to Grade 6. ● Strict protocols to maximize student safety will be in place for Grades 7 - 12 music/band classes. ● Classes that teach food preparation may occur as long as students do not share the food they prepare with other students or staff. Enhanced cleaning protocols will be implemented.
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<i>Extracurricular Activities/Field Trips</i>	<ul style="list-style-type: none"> ● Extracurricular activities, field trips requiring busing, and all overnight student excursions are postponed. This will be reviewed by November 30, 2020.
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<i>Can a Student Switch to Distance Education?</i>	<ul style="list-style-type: none"> ● Yes, students can switch to distance education beginning 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.
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<i>Provincial Testing</i>	<ul style="list-style-type: none"> ● Students will participate in provincial testing (Achievement Tests and Diploma Exams) in accordance with Alberta Education testing schedules.
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At Calmar Secondary our classrooms will be organized in rows as it will be very difficult to maintain the 2 metre requirement for optimal physical distancing. While receiving instruction, or working independently students will be able to take their mask off. In all cases, students should not be turning to talk to a neighbour without a mask.

In addition to the information already stated above:

- School supplies and materials cannot be shared amongst students.
- At CSS students will be encouraged to use the washroom during class time. These will allow us to keep traffic in the hallway to a minimum.
- Breaks will be taken in the cohort classroom to eliminate hallway congestion.
- Students will be dismissed for lunch in a staggered fashion to avoid congestion. If students are staying at school for lunch, they will eat at their desk in their cohort classroom. Alternatively, they may be able to eat outside, weather permitting. Students are free to go home for lunch and it will be a parental decision to allow students to leave the premises at lunch.
- Water fountains will be bottle filling stations only. Students are asked to bring their own water bottle.
- Signs will be posted and floor stickers will indicate direction of travel.
- Appropriate distancing will be encouraged when walking the halls either independently or as a group.

Physical Education teachers will be using plans to support activity based learning as much as possible. Where possible, students will be outside using resources developed by a team of Black Gold Phys. Ed. specialists. [Guidance for Sport, Physical Activity and Recreation](#) .

- Teachers will choose activities or sports that support physical distancing (e.g. badminton over wrestling).
- Students will sanitize hands before and after PE.

Each junior high cohort will be assigned their option classes to mitigate students being blended. Option classes will be divided into quarters and change each quarter. We realize that student choice is not a possibility while maintaining classroom cohorts. Should the situation change we will option choices at that time. High School option classes will remain unchanged.

Washrooms

- Signs will be posted regarding protocols.
- Junior high students will use the washrooms across from the science lab wherever possible.
- High school students will use the washrooms near the office wherever possible.
- Maximum 3 students in the washroom at a time unless otherwise stated.
- Students will not be permitted to congregate in the washrooms.
- Floor stickers will indicate where to wait outside of the washroom.
- Please notify your child’s teacher if there are any medical/physical conditions that might make waiting to use the washroom problematic.

Lunch Related Items

- No microwaves, kettles, or toasters will be available.
- Students are encouraged to bring food in thermal containers if warm lunches are desired.

Cleaning Protocols

Hand Hygiene

- In addition to hand washing with soap, BGSD 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.
- Recommended hand hygiene protocols:
 - Before leaving home, on arrival at school, and before leaving school.
 - 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 face (nose, eyes or mouth).
 - Whenever hands are visibly dirty.

<i>High Touch Areas</i>	<ul style="list-style-type: none"> • There will be increased frequency of cleaning and disinfecting of high-touch areas in schools. • Where required, extra custodial time has been added to accommodate this work.
<i>Bus Cleaning</i>	<ul style="list-style-type: none"> • 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 and vehicle cleaning logs will be kept.
<i>Cleaning Workspaces</i>	<ul style="list-style-type: none"> • Materials for staff and students to clean/sanitize their own workspace (desks, shared devices, etc.) will be available in the classroom.

	<ul style="list-style-type: none"> • 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.
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At Calmar Secondary students will be responsible to clean their own work space. The teacher will go around to each desk and spray the desk area. The student will wipe down their area with the provided paper towel and then dispose of it into the receptacle. This process will also occur upon exiting and during eating times.

Mental Health/Psychosocial Supports for Students and Staff

<i>Providing Mental Health Support</i>	<ul style="list-style-type: none"> • Staff have access to professional learning on supporting the mental health of students. • Information on accessing mental health resources for students, families and staff is posted on the Black Gold Engaging Students website and the BGSD website.
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CSS: As students re-enter the building or begin online studies, it is understandable that stress and anxiety could be something they experience. At Calmar Secondary, we have a team of dedicated professionals who are available to support the re-entry of students. Administration, teachers, counsellors and wellness coach will be available to support our students. If students are feeling they need individualized support or a safe place to unwind they will be able to connect directly with Ms. Kavanagh, our school counsellor. It is our goal to ensure that students' overall well-being is supported upon re-entry to CSS.

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](#)

If you have questions about the school re-entry plan, please contact us at bgsd@blackgold.ca.