

Good Shepherd School Re-entry Plan.

October 2, 2020

Dear Parents/Guardians,

We hope this message finds you and your loved ones well. First and foremost, we would like to take this opportunity to thank you, our families, for your continued support of Edmonton Catholic Schools. We have experienced a very big shift in our traditional views of our everyday routines over the last few months and are happy to hear of the “near normal” return to our sites. As such, we are providing you, our families, with some updates during what we are sure has been a rather uncertain and tumultuous time. We as a school site and a Division, will continue to do our due diligence to ensure mitigation of risks, and delivery of the best quality education and care for your child(ren).

As parents, and primary care givers, your role is paramount in ensuring the successful transition back into school. We ask that you take this time to help prepare your child(ren) in advance by creating opportunities for positive dialogue around proper hygiene practices, physical distancing, proper mask wear, and preparing them that school will look a little different, to make sure we keep your child and their friends safe. We promise, as educators, we will continue this dialogue with our students when they return to us.

We appreciate your understanding in that this return to school is a fluid, continually evolving situation. We will continue to follow the guidance from the Ministry of Education and Alberta Health Services as this school year progresses. Once again, we thank you for your continued support in Edmonton Catholic Schools and above all else, our school community.

Yours in education,

Boyan Yarovenko

Principal

Heather Pawliuk

Assistant Principal

Doors/Entry Processes

Doors to be used for entry and exit purposes will be clearly marked when students arrive to school. School entry doors are open for elementary students at 8:50 AM each day. Students are expected to enter and exit the building through their designated doors. Students line up, maintaining appropriate physical distancing, at these doors and enter once an adult is there to escort them in. Hand sanitizer will be made readily available at all entrance sites into our building. To minimize congestion in hallways, we ask that when students step off their bus or are dropped off in the morning, they enter the building and head to their classroom. By staggering the entry by arrival times, we are minimizing congestion within our hallways.

Classroom Entry

Homeroom teachers will be outside of their classrooms each morning to greet their students and to ensure each student sanitizes their hands upon entry into their respective classrooms. Teachers will also practice proper hand hygiene with students throughout the day. Each classroom will have: two bottles of hand sanitizer, disinfecting wipes, and students will be spaced out (wherever possible).

AM Kindergarten students will enter and dismiss the school through the front doors at 8:50 AM and dismiss at 11:50AM.

PM kindergarten students will enter and dismiss the school through the front doors at 12:30 PM and dismiss at 3:30 PM.

Grade 1 students will line up and enter and dismiss the school through the north west doors that will be marked grade one at 8:50 AM and dismiss at 3:20 PM.

Grade 2 students will line up and enter and dismiss the school through the south west doors that will be marked grade 2 at 8:50 AM and dismiss at 3:20 PM.

Grade 3 students will line up and enter and dismiss the school through the north east, (parking lot) doors at 8:50 AM and dismiss at 3:20 PM.

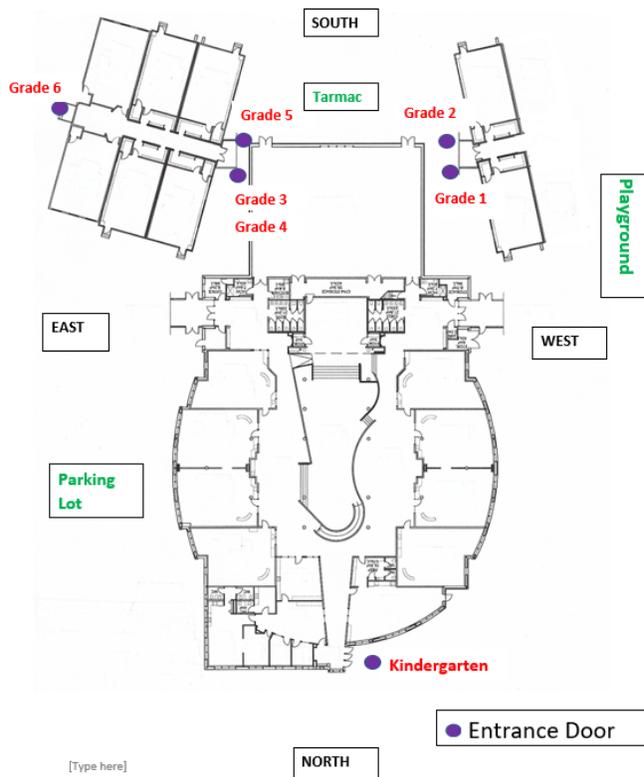
Grade 4 students will line up and enter and dismiss the school through the north east, (parking lot) doors at 8:55 AM and dismiss at 3:30 PM.

Grade 5 students will line up and enter and dismiss the school through the South east, (Tarmac) doors at 8:55 AM and dismiss at 3:30 PM.

Grade 6 students will line up and enter and dismiss the school through the east portable doors at 8:55 AM and dismiss at 3:30 PM.

Thursday dismissal will be 11:34 for 1- 3 students and 11:44 for 4-6 students.

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We ask all parents to pick up their children at the assigned times and to physically distance themselves and others.

Parents and caregivers must remain outside of the school to drop off their children. Avoid close greetings like hugs or handshakes and remind students to keep their hands to themselves when possible. Adults 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.

CLOSED CAMPUS

In order to maintain cohort integrity for contact tracing purposes, all K-9 schools will have a closed campus for lunch. If your child goes home for lunch, we ask that you contact your school administration. Students who have their parents' permission to leave the school during lunch must leave the school by their assigned door and maintain physical distancing from others while away from the school.

Recess and Lunch times will be staggered for physical distancing protocols.

MASKS

The present guidance from the Chief Medical Officer indicates that staff and students in Grades 4 -12 will be mandated to wear masks. Although not mandated for K - 3, the use of masks by all students at Good Shepherd will be strongly recommended to reduce the potential for transmission and exposure. Alberta Education will be providing two reusable masks for each student. Each student will receive their masks on the first day of school. Please ensure students have additional masks and arrive on the first

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day of school with a mask. Masks will be mandatory where physical distancing is not possible (i.e. on the bus) and when students are in motion within our building. Masks, however, will not be required while eating/drinking. Please note: any guests entering our site will be required to wear a mask. Additionally, City of Edmonton exemption cards do not apply in any ECSD building.

There may be certain contexts in which enhanced personal protective equipment (PPE) is necessary and will be the expectation. This would include times when a student, staff, or guest becomes ill while at school and is required to isolate until they can be safely picked up and taken home. Other contexts include staff working with medically complex students for whom it is impractical to maintain a distance of two metres while working with the students.

HAND HYGIENE

As stated in the ECSD Parent Re-Entry Handbook, anyone who enters a school will be required to practice hand hygiene. Proper hand hygiene will help mitigate any virus transmission. Washing hands with soap and water for 20 seconds is the preferred method for practicing hand hygiene. This is not always practical, so hand sanitizer will be available at all entrances to the school and in classrooms.

Staff and students will practice hand hygiene:

- Before leaving home, on arrival at school, and before leaving school
- After using the washroom
- Before and after any transitions within the school setting (ex. To another classroom, indoor-outdoor transitions, etc.)
- After sneezing or coughing
- Before and after breaks and sporting activities
- Before and after using playground equipment
- Before and after eating any food, including snacks
- Before touching face (nose, hands, or mouth)
- Whenever hands are visibly dirty

HEALTH SCREENING

Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school. Staff will also assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school. They should use the [health assessment check list](#) to assess themselves daily prior to entering the school/site. Persons are not to enter the school if they have COVID-19 symptoms, even if symptoms resemble a mild cold.

Should a student exhibit signs of illness at school, they will be moved to a designated private area within the school/site. Parent/caregivers will be notified and advised to pick up their child immediately. Please ensure that student emergency contact information is up-to date in

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the event that parents cannot be reached. Should a student become ill, a parent/caregiver or emergency contact must pick up the student as soon as is practicable.

Staff supervising symptomatic students will:

- Keep all other staff out of the designated quarantine area;
- Provide the student with a face mask, provided that the student can wear it safely;
- Wear recommended PPE
- Use strict hand-washing techniques; and
- Maintain physical distancing.

ACCIDENTS First aid will be given to a student who is injured on the premises or the school grounds. Staff members administering first aid will wear personal protective equipment including gloves, masks, and possibly face shields and gowns. If a face shield is used, a mask must also be worn. Younger students may be asked to wear a mask if they are receiving first aid. In the case of a severe accident, if a parent cannot be reached, we will notify the responsible person (Emergency Contact) indicated on the Student Registration Form, which is updated at the beginning of the school year.

TRANSPORTATION/BUSING

Masks are required for all students. Students will be assigned seats and a record of this seating plan will be kept in order to assist with contact tracing in the case of a student having COVID-19. Students who live in the same household will be seated together.

- Children/students loading from the back seats to the front of the bus;
- Where feasible, limiting the number of students per bench unless from the same household;
- Students start unloading from the front seats to the back of the bus.

If a child becomes symptomatic during the bus trip, the driver will contact the school to make the appropriate arrangements to pick up the child/student.

There will be an increased frequency of cleaning and disinfection of high-touch surfaces, such as door handles, window areas, rails, steering wheel, mobile devices, and GPS prior to each run.

Families are encouraged to make alternate arrangements for transportation should they not feel comfortable with their children on yellow busses or transit.

Special Occasions

There are clear provincial guidelines around food in schools during COVID-19. As a result, treats cannot be sent from home for birthdays or special days, and teachers will not hand out food or treats in the classroom. Potluck events, barbecues, food trucks or special lunch days (i.e. hot dog day) are all postponed at this time.

Common Areas

Common areas and intersections in hallways can result in students gathering. We will have measures in place to promote physical distancing in these areas, such as one-directional signage and limiting the number of students allowed specific areas during particular times.

Assemblies & Celebrations

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Assemblies and celebrations will be conducted in small groups or virtually within the school to adhere to appropriate physical distancing requirements. Cohort integrity is the priority focus when determining whether assembling students is required.

FIELD TRIPS As per ECSD Re-Entry Guidelines, most field trips will be postponed in order to maintain a safe environment and limit outside contacts.

Athletics & Extracurricular Activities

Currently, extracurricular activities are suspended. These frequently involve travel, close contact, lack of cohort integrity. Further direction from the Division will be provided on this at the end of September.

Family Choice

In March, the Alberta government announced that in-person classes were cancelled indefinitely, and students shifted to distance and online learning. Students, families, and staff across our Division did a great job of navigating this sudden change.

As we organize for 2020-2021, we know that all our students need access to high-quality, accessible instruction. We also recognize that in-person classes might not be appropriate for all families and staff, depending on their personal circumstances and well-being. This is why the Division is offering choice. A parent survey has been sent out by the Division in the last couple of weeks. Please complete the survey as soon as possible to ensure appropriate planning based on your choice.

School Council

Our school councils continue to remain vital to the operations of our school. Parent voice and engagement are essential. School council members and the school administration meet via an online environment through Microsoft Teams.

School councils are respectfully cautioned in the use of council funds to supplement Division-supplied materials and equipment related to COVID-19 safety measures. Although well intentioned, the Division has approved vendors, and will continue to equitably provide resources according to the mandates as directed by AHS and in compliance with OHS standards.

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