

## START OF THE 2020/2021 SCHOOL YEAR – STAGGERED ENTRY

WE HAVE MODIFIED THE FIRST OFFICIAL DAY OF THE SCHOOL YEAR. WE HAVE DIVIDED THE SCHOOL INTO THREE DIFFERENT SECTIONS: PLEASE NOTE THAT GRADES JK, SK GRADE 1 AND 2 WILL HAVE THEIR OWN ENTRANCE AND EXIT. THEIR CLASSROOMS HAVE DOORS TO ENTER AND EXIT. PLEASE SEE THE MAP BELOW.

1. JK-GRADE 5
2. GRADES 6, 7 & 8.
3. HIGH SCHOOL GRADES 9 - 12

THE FOLLOWING GRADES ONLY SHALL ATTEND ON FRIDAY 4TH SEPTEMBER.

**GRADES JK, SK, 1 AND 2 TOGETHER WITH GRADE 8 AND GRADE 11 & 12 WILL ATTEND ON FRIDAY 4TH SEPTEMBER. A GROUP FROM EACH SECTION OF THE SCHOOL.**

### SCHEDULE 1ST WEEK

● STAGGERED START DAYS FOR ELEMENTARY AND HIGH SCHOOL: WEEK BEGINNING TUESDAY 8TH SEPTEMBER ALL STUDENTS AND CLASSES WILL THEN PROCEED TO ATTEND THE FOLLOWING WEEK BEGINNING 14TH SEPTEMBER.

- PLEASE NOTE: MONDAY 7TH SEPTEMBER IS A HOLIDAY
- A. – TUESDAY, SEPT 8TH JK-GRADE 5 AND GRADE 9/10 ONLY
- B. - WEDNESDAY, SEPT 9TH GRADE 6, 7 & 8 AND GRADE 11/12 ONLY
- C. - THURSDAY, SEPT 10TH GRADE JK-GRADE 5 AND GRADE 9/10 ONLY
- D. - FRIDAY, SEPT 11TH GRADE 6, 7 & 8 AND GRADE 11/12 ONLY
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- E. - MONDAY 14TH SEPTEMBER ALL STUDENTS WILL ATTEND.

### COVID SCREENING PRIOR TO ARRIVAL

- Each morning, parents/guardians and/or students must complete the COVID-19 self-assessment and parents must review the checklist of symptoms with their child/children.

- Students should only be sent to school if they answer **no** to all of the questions and have **none** of the symptoms present on the checklist.
- As per the Ministry of Education and Ottawa Public Health guidance, **student temperatures will not be taken upon arrival as screening by parents prior to going to school is mandatory.**
- **HOW TO SELF-MONITOR:**  
<https://www.publichealthontario.ca/-/media/documents/ncov/factsheet-covid-19-self-monitor.pdf?la=en>
- **COVID19 SELF-ASSESSMENT:**  
<https://covid-19.ontario.ca/self-assessment/>

## **ARRIVAL**

- Social distancing protocol as students come in. Clearly marked
- Parents will only be allowed to drop off their children starting at **8:30 AM**.
- To limit the risk of spreading the virus, parents will **not** be permitted in the school.
- Students go directly to their classes maintaining physical distance.
- All students and staff must sanitize their hands upon entry.
- **THERE WILL BE NO MORNING ASSEMBLY FOR STUDENTS.**
- **PARENTS MUST PROVIDE A TRANSPORTATION LIST OF WHO COMES TO SCHOOL WITH THEM AND WHO THEIR CHILD GOES HOME WITH, IF NOT THEIR IMMEDIATE HOUSEHOLD MEMBERS TO THE OFFICE.**

## **PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES**

- **NO STUDENT WILL BE ALLOWED ENTRY INTO THE SCHOOL WITHOUT A MASK.**
- All students from grades 4 to 12 are required to have a mask at all times inside the school.
- It is recommended that parents provide a spare mask with the student's name.
- Personal hand sanitizers are also recommended for all students. ( Labelled ziploc with spare mask & hand sanitizer)
- Each student must bring their own prayer mat. ( can use a small towel, pillow case etc)

## **NEW SAFETY PROTOCOL MEASURES FOR STUDENTS**

- Hallways have been marked with directional arrows to help maintain social distance.
- Hand sanitizer stations have been installed near entry points and all classrooms.
- In the classroom, students will not change seats to maintain contact tracing. Teachers will implement a fixed seating plan and ensure it is adhered to. Desks will be labelled.
- Doors will remain open and windows to remain open where possible for increased ventilation.
- As part of enhanced health and safety, **all water fountains will be closed**. Students are to bring their own pre-filled and labelled water bottles each day.
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- Snack & lunch will be eaten at their desks no sharing or exchange of food allowed
- Lockers will **not** be available for students. All items/personal belongings to remain in the student's bag.
- Students will wash or use hand sanitizer prior to going outdoors and upon re-entry into the school.
- All students in Grade 10 & 11 computer class will wear a mandatory face shield on top of their mask (available to purchase from school)
- In order to maximize social distancing, teachers may take students outdoors for learning.

## **DEPARTURE FROM SCHOOL**

- Starting at 3:00 PM, students are to be picked up from the specified pick-up zones outside the school.
- Teachers will lead students outside the school at the end of the day to the pick-up zones
- The designated pick-up zones are as follows:
  - JK/SK – Grade 2 (north gate playground)
  - Grades 3, 4, 5 – main field/baseball diamond
  - Grades 6, 7, 8 – front of the school



## **SCHOOL VISITS/APPOINTMENTS**

- Parents/guardians and visitors are **not permitted** entry into the school in order to reduce the risk of spreading the virus.
- Parents/guardians and visitors must **book an appointment** in order to meet with anyone in the school.
- It is highly recommended that parents/guardians communicate with teachers over the phone or by email.
- Any visitor approved for access must complete self-screening, wear a face mask and sign-in at the front office.

## **HEALTH, SAFETY & WELLBEING**

### **DAILY SCREENING**

- All students and staff must undergo self-screening for COVID19 symptoms. Please see section **COVID SCREENING PRIOR TO ARRIVAL** on page 1.

### **SYMPTOMS OF A SUSPECTED CASE OF COVID19**

- Any student or staff member with symptoms of a suspected case of COVID19:
  - Will be isolated and placed in a supervised area away from others. The school has determined to use the boardroom for this purpose.
  - The student's parents/guardians will be immediately notified and the student will be required to go home as soon as possible.
  - Any staff member with symptoms will be required to return home immediately.
  - The area will immediately be thoroughly disinfected.
  - Parents/guardians are expected to have their children tested for COVID19 and can only return to school if they test negative otherwise, they will need to self-isolate at home for 14 days.

#### **OUTBREAK PROTOCOL/CONFIRMED CASE PROCESS**

- School staff will receive extensive health and safety training prior to the start of the school year. Staff will be able to identify symptoms and follow the required safety protocols.
- The school will maintain a class list and visitor log to support contact tracing.
- If a COVID19 positive case is identified, the school will follow Ottawa Public Health's guidance and direction on who else in the school might need testing, monitoring and/or isolation.

#### **ENHANCED CLEANING**

- The school's custodial staff will be thoroughly disinfecting high-touch and high-traffic areas throughout the school day and after school.
- Each classroom will be supplied with disinfection products to be used by teachers between each period.
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#### **GETTING READY FOR SCHOOL**

- Speak with your child to understand their needs and concerns. Review the health and safety protocols with your child so that they know what to expect for the upcoming school year.
- Let your child practice wearing a face mask.
- For more helpful information, read the following documents:
  - [CHEO's Back to School During Covid-19: Tips for Parents and Caregivers](#)

- [Ottawa Public Health's Resources for Supporting Schools During the Pandemic](#)

### **REMOTE LEARNING**

- If the school is required to be closed as per the direction of Ottawa Public Health, the Ministry of Education or the Government of Ontario, the school will transition to remote learning which will involve a combination of synchronous and asynchronous learning. Teachers will be engaging with their students (kindergarten to grade 12) using online tools such as Google Classroom, Google Meet, etc.