



SUZUKI CHARTER SCHOOL RE-ENTRY PLAN 2020/21

revised August 26, 2020

OVERVIEW

Following the government announcement on August 4, beginning September 1, 2020, all Alberta school jurisdictions were directed to implement Scenario 1 (In School Classes Resume) based on the advice of the ministry and the Chief Medical Officer of Health (MOH) with the understanding that this directive could change as pandemic conditions change. We are looking forward to welcoming our students and staff back.

Key changes to the revised School Re-Entry Plan include:

1. **Masks.** Masks will be required for Grade K-7 students and staff in classrooms and common areas where physical distancing is not possible. Students will not be required to wear masks when eating, in gym class, or when participating in outdoor activities unless the teacher seems it necessary as recess will be scheduled with cohorts in designated rotating play areas.

We want you to be confident that we are taking pandemic risks very seriously and that the health of students and staff is paramount. Following the Premier's announcement, we reviewed our plans for school re-entry and adjusted them to ensure that we are meeting or surpassing recommendations and that health measures, procedures and materials will be ready for the fall. ***We can't stress enough that the cooperation of our community of parents is essential for the health and safety of our students and staff as outlined in our school re-entry plans.*** Please read the key expectations and more detailed plans attached.

We welcome your feedback, deeply care about the welfare of our students, staff, and families and will be continuing to work with staff to support our plan for school re-entry. Contact Principal Karen Spencer if you have any questions.

This document outlines the revised School Re-Entry Plan including the three scenarios presented by the government and includes the responsibilities of all stakeholders to reduce the risk of transmission of COVID-19.

KEY EXPECTATIONS TO REDUCE THE RISK OF COVID-19 TRANSMISSION:

1. Parents will screen students daily before school using the [Pre-Screening COVID-19 Checklist](#), and keep students home if symptomatic. Parents will pick up students if they develop symptoms during the day.
2. Parents will not be allowed into the school resulting in adjustments in [Morning Drop Off Procedures](#) and [After School Dismissal Procedures](#) including outside cohort drop-off and pick-up in designated zones. Arrangements can be made for interviews etc. by contacting the office. (Refer to the attached detailed Drop Off and Pick-Up information and maps.)
3. Students will practise hand hygiene upon entrance and exit to the school and classroom.

4. Masks will be required for Grade K-7 students, and by teachers and school staff where physical distancing can't take place.
5. Staff will reorganize rooms to support physical distancing as much as possible.
6. Educational activities may be altered to meet regulations, and large gatherings will be limited until health restrictions are removed including field trips, assemblies, and other school events.
7. Homeroom cohorts or groupings will be maintained as much as possible.
8. Foot traffic will be limited and guided within the school.
9. Communal resource sharing will be limited.
10. Cleaning and disinfecting will be enhanced.
11. **Staggered Entry.** To ensure a strong start to the year and to prepare students for changes in routines, half the students in each class will attend school for their first day on September 1, and half of the students in each class will attend school for their first day on September 2. Beginning on September 3, all students will attend full days.

First Week Attendance:

- Preschool and Kindergarten teachers will stagger entry for smaller groups of children over the first week. They will contact parents directly with details.
- Gr.1-6 Students with last names A-K will attend on September 1, 3, and 4 - NOT on September 2.
- Gr.1-6 Students with last names L-Z will attend on September 2,3, and 4 - NOT on September 1.
- Gr.7 Students will attend on September 1, 2, 3, and 4.
- Gr.1-7 Students registered in After School Care will begin on September 1.
- Kindergarten Students registered in Kindergarten Child Care will begin on September 9 after students are familiar with new health measures and routines.

PLANNING SCENARIOS

SCENARIO 1: In-School Classes Resume

In Scenario 1, the following measures will be implemented:

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| 1. | <p>Suzuki Community Health Expectations to Reduce the Risk of COVID-19 Transmission:</p> <ol style="list-style-type: none"> a. Parents will screen students for symptoms daily before bringing them to school - Students, staff and visitors required to enter the school must use the Pre-Screening COVID-19 Checklist to determine attendance at school, and maintain a strict stay-at-home policy for anyone exhibiting symptoms of COVID-19. b. Parents will pick up students if they develop symptoms during the day - If a child develops symptoms while at school, parents will be called to pick the child up immediately and the child will be brought to an isolated space with care to wait for pick-up. If students have been directed by the health authority to self-isolate, teachers will provide limited online learning opportunities focused on core literacy and numeracy outcomes. c. Parents and non-essential persons in the school will not be allowed - Drop-off and pick up procedures will be altered to facilitate physical distancing at these very busy times of the day. Please refer to the Morning Drop Off Procedures and After School Dismissal Procedures for maps and class-specific information. Visitors and volunteers who are required will be carefully scheduled and |
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	<p>monitored to ensure health measures are followed. Exceptions need to be approved and could include: Pre-planned meetings with staff members where a virtual meeting is impractical; Private lessons during non-instructional hours using hand hygiene and masking protocols; or Emergency student pick-up.</p> <p>d. Plans for school events that involve gatherings will be altered if possible, for example, virtual parent/teacher meetings, streaming assemblies, etc.</p> <p>e. Communal sharing of resources, food and spaces will be limited - Parents will provide and maintain individual student stationery supplies, water bottles, and earbuds to reduce sharing of resources. In the event students need to share resources, students will practise hand hygiene before and after using resources and/or resources will be disinfected between use. Hot lunch will continue with individually packaged meals. Water fountains are equipped with bottle filling stations to minimize shared surfaces.</p> <p>f. Wearing face masks - Masks will be required for Grade K-7 students and staff in classrooms and common areas where physical distancing is not possible. Students will not be required to wear masks when eating, in gym class, or when participating in outdoor activities unless the teacher seems it necessary as recess with cohorts in designated rotating play areas.</p>
2.	<p>Cleanliness:</p> <p>a. Cleaning and disinfecting will be enhanced - All areas of the school will be cleaned daily including washrooms, and high-touch surfaces will be cleaned several times a day. In addition, regularly scheduled deep cleaning will be completed when students are not present. Carpets and other soft surface items have been removed from classrooms to support cleaning procedures.</p> <p>b. Hand hygiene procedures will be established - Teachers will be teaching students hand hygiene, and respiratory etiquette protocols including Use of Hand Sanitizer, Washing Hands with Soap and Water, and Cover Your Cough.</p> <p>c. Hand sanitizer will be provided - All persons in the school will practise hand hygiene when entering and exiting the school and classrooms, and before and after eating as important and effective measures to mitigate risks. Over 70 sanitizing stations will be installed. In addition, respiratory etiquette i.e. coughing and sneezing into the elbow or tissue will be reinforced. We will be providing hand sanitizer for student use; we discourage students bringing their own due to student and staff sensitivities to smell.</p> <p>d. Washrooms - Traffic to washrooms will be limited to minimize crowding.</p>
3.	<p>Physical distancing:</p> <p>a. Staff will reorganize rooms and room utilization to facilitate physical distancing as much as possible - To allow for more physical distance between students, teachers will alter class seating arrangements and use of the facility and outdoor spaces.</p> <p>b. Foot traffic will be limited and guided within the school - Foot traffic will be guided through entrances and exits and floor markers will guide directional traffic flow within the hallways.</p> <p>c. Large gatherings will be limited until health restrictions are removed including field trips and school events - Alternatives for postponed large gatherings will be considered such as streaming assemblies and concerts to classrooms for students and recording and sharing online for parents.</p> <p>d. Recess play with homeroom cohorts will be scheduled - Recess procedures will include hand hygiene before going out for recess, and students will be scheduled to play within homeroom cohorts during recess. Strict physical distancing on the playground is impractical. Research supports how important it is for children and their mental health to have close interactions when they are playing outside, which is where the cohorting strategy comes into place.</p> <p>e. Physical education activities will be altered to meet regulations and provide programming alternatives to students - The school will be providing alternative activities for students.</p> <p>f. Music program activities will be altered to meet regulations and provide programming alternatives to students - The Suzuki music program will continue, however current provincial</p>

	<p>guidelines do not permit singing or active use of wind or brass instruments in the school. The school will provide alternative activities for students.</p> <p>g. Homeroom cohorts will be maintained as much as possible - Room transitions will be limited including having general music and French classes within homerooms, and alternatives to cross-classroom collaborations will be explored.</p>
4.	<p>At-home learning will be provided for families whose circumstances do not allow students to attend in school classes due to medical fragility, family medical concerns, or other serious considerations:</p> <p>a. Parent Communication and Student Connection will be supported - Clear instructions and expectations will be shared with parents including attendance and participation.</p> <p>b. Access to Instructional Resources will be facilitated - The school will provide technology devices as available, digital and paper instructional resources to parents to support student learning.</p>

SCENARIO 2: In-School Classes Partially Resume

In Scenario 2, the following measures will be implemented:	
1.	All safety measures from SCENARIO 1 will be followed with the additional measures listed below.
2.	A maximum of 15 students per class will attend classes on alternating days.
3.	Non-essential persons will not be allowed in the school.

SCENARIO 3: Online Learning At Home

In Scenario 3, the following measures will be implemented to optimize learning for students and support families in facilitating learning opportunities based on our experience and feedback from staff, students and parents.	
1.	Parent Communication and Student Connection will be supported - Clear instructions and expectations will be shared with parents including attendance and participation. Teachers will support student interactions for collaboration, relationships, and problem-solving. In addition, teachers will provide “office hours” and connection points throughout the week for students and parents.
2.	<p>Programming will be aligned - Teachers will streamline a weekly schedule with daily updates with flexible and easy-to-manuever links.</p> <ul style="list-style-type: none"> ● Gr.K-3 learning opportunities will focus on language and mathematics; incorporate health curriculum outcomes with a focus on mental health; and an average of 5 hrs of learning per student per week. ● Gr.4-6 learning opportunities will focus on language and mathematics; incorporate science, social studies and wellness curriculum outcomes with a focus on mental health; and an average of 6-8 hrs of learning per student per week. ● Gr.7-9 learning opportunities will focus on core mathematics, language/literacy, science, social studies, and wellness (with a focus on physical and mental health) curriculum outcomes; and an average of 12-16 hrs of learning per student per week.

3.

Access to Instructional Resources will be facilitated - The school will provide technology devices, digital and paper instructional resources to parents to support student learning, and will facilitate virtual workshops for parents and students to teach them how to navigate Google suite, tech tools and platform. In addition, teachers will review and monitor student interactions to support digital citizenship.

PARENT EXPECTATIONS

PARENT EXPECTATIONS to support the health and safety of students and staff:

- **Screen your child daily** - Use the [Pre-Screening COVID-19 Checklist](#) daily to determine if your child has any symptoms of COVID-19 and should not enter the building and/or attend school. Follow MOH guidelines or call 811 to determine the need for testing and/or self-isolation. Your child can return to school following MOH guidelines.
- **Self-Screen** - In the event you have been scheduled by school personnel to enter the school, use the [Pre-Screening COVID-19 Checklist](#), and do not enter if you have COVID-19 symptoms.
- **Provide individual supplies** - Purchase and maintain individual stationary supplies, a water bottle, mask or gaiter, and earbuds with attached microphone if possible, to reduce communal sharing of resources.
- **Carefully review and follow our new morning and after school procedures and map** - These procedures limit persons in the school and support physical distancing:
 - **(1) Morning Drop-Off Procedure** (SEE MAP):
 - Parents need to follow the attached map and take students to their designated drop-off zones between 8:10-8:30am. Students will be allowed to place their instruments inside their designated entrance as needed due to instrument safety concerns.
 - Beginning at 8:10am, students may enter the school through their designated entrance and head straight to classrooms to be supervised by their teachers.
 - Parents need to clearly communicate plans for older sibling or alternative adult pick-ups with classroom teachers so arrangements can be made.
 - Parents of students registered in Morning Care can drop-off students at the front entrance or Capilano Street field entrance where they will be supervised outside in the field south of the school between 7:30-8:10am; they will be led to their designated entrance doors to go to their classrooms at 8:10am. Please note, there is a \$25/month fee for morning supervision between 7:30-8:10am. On cold and rainy days, students can bring their instruments inside.
 - On extremely stormy or cold days (-20°C or less) where the weather does not allow for safe outdoor play, students will be supervised in the gym and learning commons.
 - **(2) After School Dismissal and Pick-Up Procedure** (SEE MAP):
 - At 3:10pm, teachers will line up students and lead them outside to their designated pick-up zone and supervise until students are safely picked up. Arrangements should be made to ensure students are picked up before 3:30pm. Students registered for After School Care (ASC) will collect belongings and transition to their designated scheduled ASC cohort zone.
 - At 3:30pm, teachers will phone all parents who have not yet picked up students and will bring them to the front entrance to wait for pick-up.

EMERGENCY PROCEDURES

STUDENTS

What happens if my child becomes symptomatic during the school day?

1. If a child becomes symptomatic the teacher will call home or emergency contacts to pick up the child as soon as possible, and parents will seek health advice from Alberta Health Services (AHS) using the [Alberta Outbreak Resource Document](#).
2. The child will be isolated as much as possible, either in a designated isolated space or in the classroom.
3. The student can return to school following CMOH guidelines including screening, and testing if directed by AHS to identify and mitigate risk.
4. If your child has a known, pre-existing condition that causes COVID-19 symptoms, they should be tested to confirm that COVID-19 is not the cause of the symptoms and to establish a “baseline” for staff.
5. In the event that a student is diagnosed with COVID-19, AHS will direct and consult with the family and school to mitigate and manage risks within the community on a case-by-case basis.
6. Should two or more members of a cohort develop symptoms consistent with COVID-19, we will initiate the “outbreak notification procedure”.
7. More information about the Alberta outbreak guiding procedures and protocols can be found in the [Alberta Outbreak Resource Document](#).

COVID-19 INFORMATION

GUIDANCE FOR SCHOOL RE-ENTRY – SCENARIO 1

In-school classes resume (near normal with health measures)

Appendix C Screening Questionnaire

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

Risk Assessment: Initial Screening Questions

		CIRCLE ONE	
1.	Do you, or your child attending the program, have any of the below symptoms:	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, returned from travel 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 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. You should stay home and use the [COVID-19 Self-Assessment Tool](#) to determine whether you need to be tested for COVID-19.

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

June 10, 2020

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Classification: Protected A

MORNING DROP OFF PROCEDURES

7:30-8:10am (Please note, there is a \$25/month fee for Morning Care Supervision.)

- K-3 Students - Parents drop off students in the “Hug and Go” zone on 54 St. and students walk to the south field for Morning Care supervision where students will interact with grade level schoolmates or parents park and walk students to the south field.
- Gr.4-7 Students - Parents drop off students in the “Hug and Go” zone on Capilano St. and students walk to the south field for Morning Care supervision or parents park and walk students to the south field.

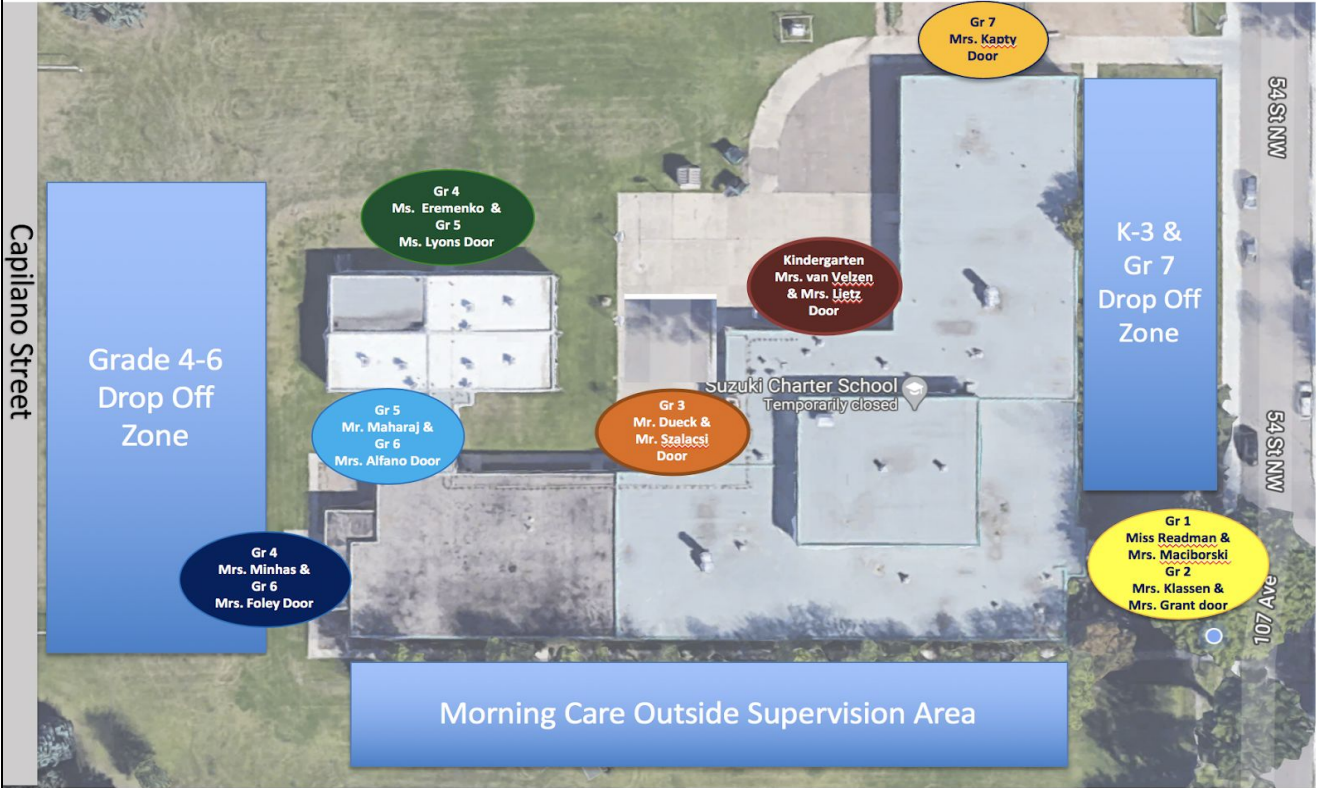
8:10-8:30am

- Beginning at 8:10am, **students only** may enter the school through their designated entrance and head straight to classrooms to be supervised by their teachers.
- K-3 and Gr.7 Students - Parents drop off students in the “Hug and Go” zone on 54 St. and students walk to their designated entrances or parents park and walk students to their designated entrances. (SEE MAP)
- Gr.4-6 Students -Parents drop off students in the “Hug and Go” zone on Capilano St. and students walk to their designated entrances or parents park and walk students to their designated entrances. (SEE MAP)

After 8:30am

- Entrance doors will be locked at 8:30am. Ring the **INTERCOM** buzzer to the left of the doors and **students only** may enter.
- Parents can drop off students at the front entrance, or park and lead students to the front entrance.

2020-2021 Morning Drop Off Procedure



AFTER SCHOOL DISMISSAL and PICK-UP PROCEDURES

3:10-3:30pm

- K-3 and Gr.7 Students - Teachers will line up students exit out their door, and lead them outside to their designated pick-up zone and supervise until students are safely picked up. (SEE MAP)
- Gr.4-6 Students - Teachers will dismiss students to the west field for pick up on Capilano Street.
- Arrangements should be made to ensure students are picked up before 3:30pm.

3:30pm

- At 3:30pm, teachers will lead all students not picked up on time to the front entrance, and parents or emergency contacts will be phoned.

2020-2021 After School Dismissal and Pick Up Procedure

