



St. Angela Catholic School

School Re-Entry Plan 2020-21

Administrators' Message

This past year has been very difficult on our community. Please rest assured that we the staff at St. Angela are fully sensitive to the emotional, educational and safety needs of our community. As Mr. Martin and Ms. Palazzo have reminded us in the Division plan for Re-Entry, we will all need to focus on flexibility, perseverance and resilience to succeed in these difficult times.

In preparing for the upcoming school year, we know that we remain faced with the dynamic and complex challenges of Covid-19. Together, we will do our utmost to mitigate risks, and offer the best quality Catholic education possible. In scripture we read, "for surely I know the plans I have for you, says the Lord, plans for your welfare and not for harm, to give you a future with hope (Jeremiah 29:11).

The following guide is an outline of how we plan to mitigate risks in St. Angela in order to continue to offer a safe place for the education of your children and our students. The plan will be somewhat fluid as we continue to monitor the risks and needs of our students, parents and staff. We will ensure that our plans and operations are always in alignment with the ECSD Re-Entry Plan, which continues to evolve as it takes its direction from the Alberta Minister of Education and Chief Medical Officer of Health.

Please know that the safety and well-being of staff and students remains our priority. This information is shared so that you as a stakeholder understand our planning and organization for optimal risk mitigation towards reducing the probability of exposure to COVID-19 to the greatest extent possible. We trust that you will find this information helpful as you consider your options for your family.

We ask that you respond to the 'Learning Stance Parent Survey', sent out on August 4th, for the first quarter as soon as possible as your response and the data collected will be used to continue planning. While the due date is August 28th, we are asking that you complete the survey by August 24th, if possible. Please note that the links are provided on page 12, in the *Online Learning Section* of this information.

As we begin a new school year, we welcome all our staff, students, and their families as well as new families joining us. For your information regarding staff, we welcome our new Administrative Assistant, Ms. Hynek, our new Assistant Principal, Mrs. Durnford, and our new Grade 1 teacher, Mr. Nagy.

May Christ fill us with hope as we enter this new school year,

Heidi Maas
Principal

Carol Durnford
Assistant Principal

Key Principles of School Re-entry Plan

Edits made in October are highlighted in yellow.

Edits made in November are highlighted in blue.

Risk Mitigation

Risk mitigation refers to the processes undertaken to reduce, minimize, or limit the potential for risk over which we have some measure of control. In the case of COVID-19, it refers to strategies, rather than guarantees, whereby all reasonable efforts are made to reduce the potential for transmission of the virus. We will seek to employ a multitude of risk mitigation protocols such as physical distancing, use of face masks, personal protective equipment (PPE), heightened cleaning, physical barriers, and cohorts to name a few. The information below speaks specifically to cohorts and physical distancing and hopes to provide a better understanding of what cohorts are and the role they play in optimizing physical distancing towards risk mitigation.

Assessing the Risks

- 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. [Daily Health Screening Questionnaire](#)
- Signs are posted reminding people not to enter if they have COVID-19 symptoms, even if symptoms resemble a mild cold.

Physical Distancing

All members of the school community are asked to physically distance as much as possible. Physical distancing will be monitored throughout the day. The ultimate goal is to maximize physical distances between homeroom cohorts throughout the course of the day. School-wide larger cohort groupings have been established strictly for transition times such as start and end of the day movement, as well as during recess and lunch breaks. These are fundamental and important parts of the school day and are part and parcel of the life of any school.

Cohorts

In the provincial re-entry plan, cohorts refer to a group of students and staff who remain together. While each homeroom represents a cohort whereby the day is spent together as a 'small group', larger cohorts are established to coordinate for school wide movement at transition times of the day such as during school entry in the morning, recess breaks, lunch time and at the end of day dismissal.

At St. Angela, all classrooms will be their own cohorts. For larger groupings, Kindergarten would be its own cohort, Grades 1-3 would be a cohort, and Grades 4-6 would be a cohort.

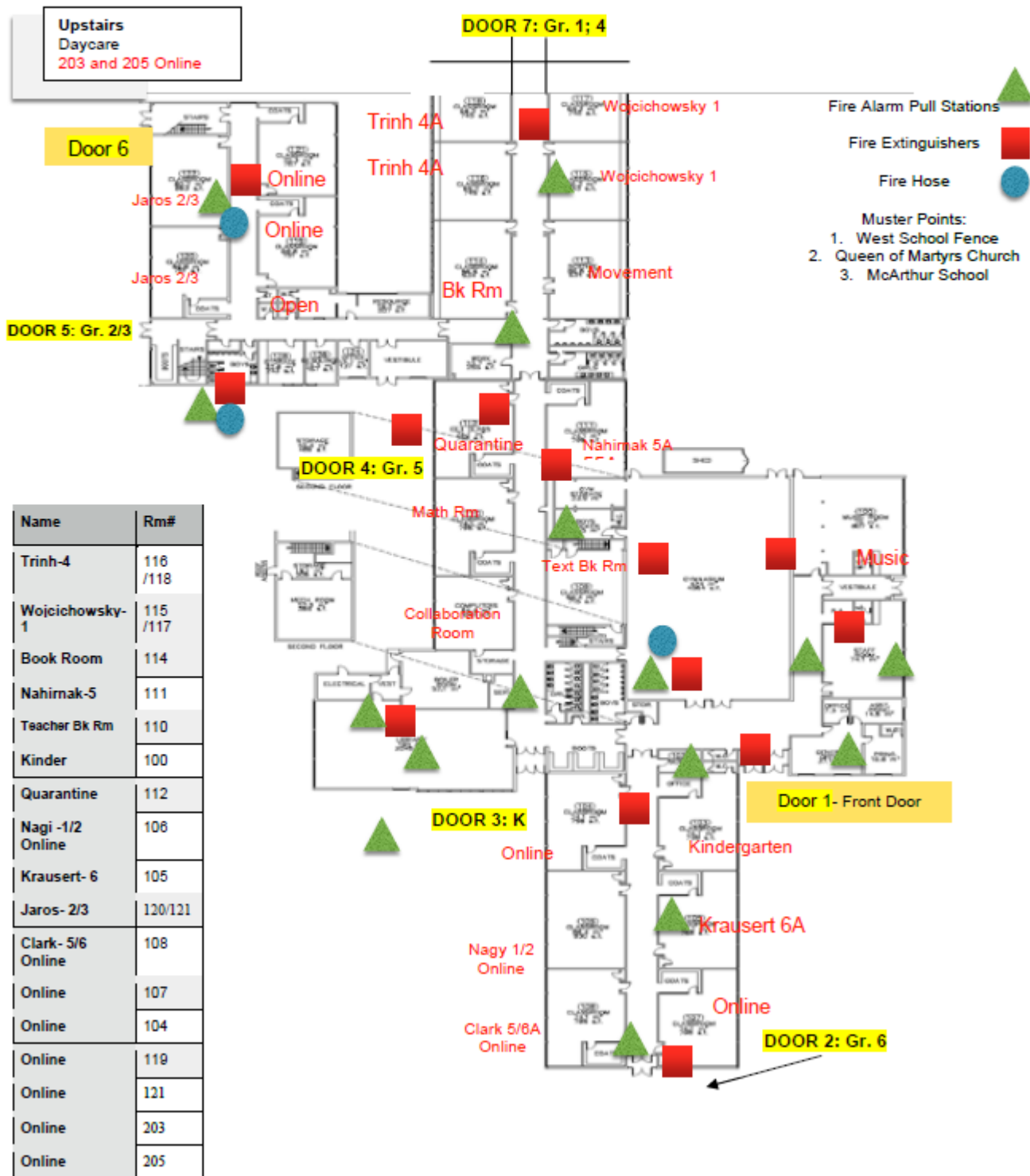
School Wide Designated Doors Map

Designated doors in yellow highlight entry and exit to allow for social distancing.

St. Angela School Floor Plan

Floor Plan 2020 - 2021

St Angela School



All teachers will continue to:

- Teach proper procedures related to optimal risk mitigation such as wearing of masks, classroom seating, proper hand washing hygiene, bathroom use and other routines, as well as directional flow within the classroom and in hallways for movement in general areas. They will also review specifically the start and end of day routines such as designated door for daily entering and exiting. Teachers will also review the staggered recess and lunch times for their respective entrance and will be taught the specifics of their designated play zone for recesses.
- Teach about proper care for and use of their own independent materials and supplies.
- Highlight that processes will be more independent and that group activities will be limited.
- Build community; reassuring children that they are safe but some new ways of doing things will have to be implemented.

Recess/Lunch

- Classes/cohorts will have a designated time that they will be out for recess. Each class will have a designated area that they can play in. These areas will be rotated throughout the week to allow students to access the playground on a regular basis whenever possible.
- **Shared recess equipment will be used within classroom cohorts and will be sanitized after each recess.**
- Students will be eating in their classrooms, as per usual practice. Supervision will be done by teachers and support staff. There will no student monitors.
- Microwaves will not be available for student use, please ensure your child brings a lunch that does not require heating and is not difficult to open to limit contact.
- Students will not be allowed to share food, utensils or water bottles
- To ensure we maintain a safe environment for everyone please ensure your child has a lunch daily as we cannot allow delivery services such as Skip the Dishes into the building or have parents dropping off lunches.
- Hot lunches have been cancelled at this time.

The following, while not an exhaustive list will be taught to the students as part of their routine:

- How to wear their reusable mask as well as safe removal.
- The designated area in which to line up outside their designated door.
- How to follow physical distancing guidelines to stay at least two meters apart while they wait in line outside.
- How to line up when it is time to enter the school, following physical distancing guidelines, and wait for staff to bring them into the school in the pre-established order.
- School staff will be outside to remind students of these requirements and to help students line up keeping an appropriate distance from each other.
- During inclement weather, such as extreme cold or rain, students will enter the school early and proceed directly to their homeroom. Supervisors will be on hand throughout the building.
- Adults bringing students to school will be asked to stay far away from the child's designated door to respect space in high traffic areas to maintain a safe physical distance between themselves and others.

Risk Mitigation Measures- Specifics

Teaching about risk mitigation measures to students will occur daily, weekly and ongoing as is necessary. Measures such as enhanced cleaning, physical distancing, proper hand washing, sanitizing of equipment, mask wearing, directing traffic flow and movement in hallways using directional arrows, limiting numbers in common areas and using water refilling stations (fountains portion closed) name just a few of our new procedures. This section provides more specific information related to our school's risk mitigation measures.

Enhanced Cleaning

The safety of students and staff is of paramount importance to us. Therefore, we have increased cleaning and sanitization at our school. Our Division is procuring COVID-19 cleaning and safety items for all our schools. This procurement will help to ensure that all schools use products that adhere to health standards and meet requirements to mitigate the spread of COVID-19. These measures include:

- purchasing provincially recommended COVID-19 cleaning supplies
- providing additional training for custodial staff
- removing any soft furnishings and area rugs from classrooms and common areas that cannot be cleaned to provincial standards
- cleaning high-touch surfaces frequently, such as water fountains or door handles
- cleaning and disinfecting frequently throughout the school, with specific attention to washrooms, high-traffic areas, and classrooms
- Limiting water fountains to the bottle filling component. Drinking from fountains will not be permitted.

Physical Distancing

Physical distancing will be practiced to the greatest extent possible. To this end, the following practices and procedures will be followed:

- All tables in classrooms, have been separated, and students will sit facing forward.
- Students at all grade levels will have assigned seats in classrooms.
- Students at all grade levels will eat lunch in their classrooms, staying in their assigned seats (this is especially important since students will not be wearing masks while eating).
- The use of student monitors will not be in place, so additional staff will be put in place to supervise.

Hand Washing

Anyone who enters the school will be required to practice and maintain proper hand hygiene. Soap and water hand washing for 20 seconds is the preferred method for cleaning hands. If a sink is not available, alcohol-based hand sanitizer may be used. Staff and students will practice hand hygiene:

- Before leaving home, on arrival at school, and before leaving school
- After using the washroom
- Before/after any transitions within the school setting
- 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 their face (nose, hands, or mouth)
- Whenever their hands are visibly dirty
- Regularly throughout the day

Masks

The present guidance from the Chief Medical Officer indicates that staff and students in Grades 4 - 12 have been mandated to wear masks. Although not mandated for K - 3, the use of masks is strongly recommended to help reduce the potential for transmission and exposure. All staff will be provided with 2 re-usable face masks and face shields for their use. Alberta Education will be providing two reusable masks for each student. As such, when students are in general areas such as hallways or going to the bathroom, students are asked to wear a mask. **Students are strongly encouraged to wear a mask when social distancing is not possible in a classroom.**

Hallway Flow of Traffic

Using directional arrows, the school has mapped out arrows to clearly show the flow of traffic when students are in general areas. Staff will review and practice with the students to ensure clear understanding of movement and flow of traffic when moving to washrooms and other general areas in the school.

Health Screening

Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory diseases 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 will use the health assessment checklist to assess themselves daily prior to entering the school/site. Any person who selects "yes" on any of the screening questions will not be permitted to enter the school, pending further testing for COVID-19. Signs will be posted reminding persons not to enter if they have COVID-19 symptoms, even if symptoms resemble a mild cold.

Student Illness

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 asked to pick up their child immediately. Please ensure that student emergency contact information is up-to date. Should a student become ill, a parent/caregiver or emergency contact must pick up the student as soon as possible. Staff supervising symptomatic students will monitor students until they are picked up, at which time sanitization of the designated area will take place. **Parents are required to communicate with the office before their child returns to school.**

Students with Pre-Existing Conditions

Families with children who have pre-existing conditions are encouraged to have a COVID-19 test completed prior to starting the school year. This procedure helps to establish a clear baseline for what being healthy looks like. Should a student develop symptoms that are outside of those previously established, the student should have a COVID-19 test prior to returning to the school site **and parents should communicate with the office prior to their child returning to school.**

General Classroom Instruction

Within the context of the regular core instruction of Religion, Language Arts, Mathematics, Social Studies, Science, Health and French, staff will adhere to the regular and ongoing general risk mitigation strategies. All unnecessary items will be removed from classrooms. Carpets and other fabric materials will be removed the classrooms and the spacing of seats will be as close as possible to the recommended 2 meters. All tables and chairs will be separated and directionally facing forward. Further measures related to classroom specific protocols are as follows:

Assigned Seating

In order to promote physical distancing, students will be assigned seating throughout the day, including at lunch. This strategy is required to maintain cohort integrity and help assist with contact tracing, if required.

Cubbies

Coat hook cubbies are permissible for elementary students. Students will keep their personal belongings in the cubbies within their cohort room or classroom area. Students are encouraged to minimize the number of belongings they have at school.

Student Supplies

Students will only use their personal supplies. There will be no sharing of supplies. In the event of art class where school shared supplies are used, sanitization of items will first occur before student use and those items will be placed in a 'dirty bin' for sanitization before they are used again.

Specialized Classroom Instruction

In addition to core instruction, specialized instruction such as Physical Education, Music and Art will require additional consideration and preparation. Please note the following information is specific to the specialized areas of instruction referenced.

Physical Education

We recognize the importance of physical education for student health and well-being. Physical education classes will be offered with the following practices in place:

- Students will wash their hands after each gym class.
- Activities supporting increased physical distancing are encouraged.
- Outside activities will be encouraged when and where possible.
- The use of shared items or sports equipment is **minimized**.

Equipment will be cleaned before and after use and will be controlled through the use of a 'dirty bin'. Used equipment will only be available for use once sanitization has taken place. Shared equipment will be cleaned before and after each use; users must perform hand hygiene before and after each use.

Music Instruction

Currently, music instruction is taking place in homeroom classes, **except when one class is assigned the music room as a designated space for a period of time**. Singing activities will be led by the teacher to ensure guidance and precautions like distancing and masking are consistently followed. Teachers and students must wear masks, both when singing and when not singing. Musical instruments have been assigned to individual students to eliminate any sharing at this time.

Art Instruction

Staff is encouraged to have students use their own supplies during the school year. If special supplies are to be shared, such as paint brushes, those items will be thoroughly cleaned/sanitized after each use. Equipment or supplies that cannot be cleaned between uses will not be used.

General Information

Student Drop Off & Pick Up at End of Day

Parents who drop off and/or pick their children at the start or end of the day are asked to wait at a pre-arranged meeting spot outside along the larger perimeter of their child's designated door until students exit. Parents will not be able to enter the building to meet children while COVID-19 protocols are in place. Parents are asked to wear a mask and to maintain physical distance from others when picking up their children.

Playground

It is recommended that playgrounds on school property be off limits before and after school. To that end, the Playground is closed before and after school. Do not allow your child to use the playground at the drop off or pick up times of the day. This is for everyone's safety.

Play Zones are Designated

During the day, students will be provided access to the school yard and play equipment in a manner that supports cohort integrity and the maintenance of physical distancing. Strategies such as staggered recesses, zones of play, and schedules for equipment access will be arranged at our school. Students will be expected to wash their hands using proper hand hygiene both before and after using playground equipment.

Closed Campus

In order to maintain cohort integrity for contact tracing purposes, all K-9 schools will have a closed campus for lunch. Students who must leave due to a medical appointment are to sign out at the office and leave using the main front door with the parent waiting outside the main front door.

Lunch Time

Students are to bring healthy lunches from home as no outside food is permitted. All K-9 school students will not be able to leave the school or receive food by parents from home. As well, services such as 'skip the dishes', or any fast food providers are not permitted inside the school. These measures are to ensure that, while at school, every effort is made to reduce the risk of exposure from outside sources.

Food in Schools

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. Potluck events, barbecues, or special lunch days such as Hot Lunch day, Shrove Tuesday, are all postponed at this time. **If teachers are handing out school provided treats, all treats must be individually packaged and handed out by the teacher after they have sanitized their hands.**

Inclement Weather

During inclement weather or on extremely cold days, measures will be taken to allow students to access the building as they arrive where they will move directly to their homeroom. Supervisors will be on hand throughout the building.

Water Fountains

The use of water filling stations can be used for filling water bottles only. The drinking component of the water stations are not accessible.

Washrooms

Washrooms will be cleaned, and high touch areas disinfected several times per day. Washrooms are designated by specific homeroom. Students will be taught that a maximum of two students are to be in the washroom at any one time and as such, will be taught to monitor and wait patiently outside the bathroom (in marked areas) in the event that two students are already in a bathroom. All Homeroom Cohorts have been designated specific washrooms.

Learning Commons/Library Area

At this time our Learning Commons is not being used by students, except for a single assigned class as a designated music space.

Athletics/Extracurricular Activities

At this time, athletics and extracurricular activities are suspended. These frequently involve travel, close contact, lack of cohort integrity, and while valuable, are not essential to the educational needs of the students. Further direction is expected on this aspect of school operations as things evolve and should anything change, please watch our newsletter for updates.

Field Trips

While field trips are valuable, they are not essential to the educational needs of the students. As such, field trips are suspended at this time. This measure will maintain cohort integrity limit outside contacts thus a safe environment. Further direction is expected on this aspect of school operations as things evolve and should anything change, please watch our newsletter for updates.

Assemblies & Celebrations

Cohort integrity is the priority focus when determining whether assembling students is prudent. As such, assemblies such as Meet the Staff Night and Liturgical Celebrations are being organized through Microsoft Teams. Please watch your monthly calendar for updates

Transportation (Yellow Bus) Students General Information

For transportation information and application forms, visit <https://www.ecsd.net/page/1263/transportation>. For anyone who qualifies and has not yet submitted their transportation request form last spring, please know that you must do so immediately by calling the school or accessing the forms of the ECSD Transportation website. All bus transportation request forms take a minimum of 2 weeks to process. Should you require additional information, please call the Transportation department directly.

Revised Yellow Bus Scheduling Information

We are a 'tiered' school for transportation and as such, our buses go to a second school right after students are dropped off at our school. To allow for 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 as per Alberta Education guidelines, all bus drivers must complete extra cleaning before bus runs. As a result of additional cleaning, scheduling has been adjusted and will now have our buses arriving 10 minutes earlier.

Yellow Bus COVID-19 Guidelines

Masks are required for all students using Transportation Services. 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. Parents or guardians cannot be in the pick-up area or enter the bus at any time.

The following procedures will be followed for loading and unloading students:

- Children/students will load from the back seats to the front of the bus.
- Where feasible, there will be limits on the number of students per bench
- Students from the same household may share seats; and
- Students will 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 for the parents to pick up the child/student. For specific inquiries related to our school transportation processes email Carol Durnford, our Assistant Principal, at carol.durnford@ecsd.net.

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

Inclusive Special Needs Students

Parents of students with severe special needs are asked to email our Learning Coach, Carol Durnford at carol.durnford@ecsd.net to arrange for alternate plans you feel are best for your child. Mrs. Durnford and her team of MDT and Support Staff will plan accordingly to ensure a smooth transition for your child.

Emergency Procedures

The safety of students remains the priority. Drills must still be conducted in the interests of school/site safety practices as outlined within the school year. As such, Fire Drills and Lockdown Drills will continue as always, risk mitigation strategies will be maintained such as physical distancing where possible (e.g. Outside during a fire drill), and mandatory handwashing/sanitization following a lockdown practice or fire drill.

Parent Communications with Staff & Administration

Parents are key partners in their child's education. We encourage parents to call and schedule a Microsoft Teams appointment or a phone call with school staff rather than in-person visits to the school. Those 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.

School Council

School councils remain vital to school administration in the operations of the school. Parent voice and engagement is essential. At this time, our Council will meet online via Microsoft Teams. Please watch the monthly newsletter for upcoming meeting dates and please consider becoming involved.

Volunteers

At this time, we are not allowing parent volunteers in schools. We value the support they provide us; however, this is in an effort to maintain cohort integrity and promote physical distancing. We hope to be able to welcome parent volunteers at a later date.

Visitors to Schools

All ECSD staff, including staff from multi-disciplinary teams and Facilities Services will have access to school sites. Additional visitors directly related to the immediate educational programming of students (i.e. student teachers, psychologists, etc.) will be permitted, following ECSD safety protocols and the COVID-19 Screening Assessment. As a Catholic school community, scheduled visits from the Parish team will continue in the school, following all standard safety protocols. No other guests are permitted at this time. All visitors must wear a mask and practice hand hygiene upon entry to the school site.

COVID-19 Visitor Log

When a visitor enters the school with an established appointment, they will be required to complete a self-screening tool before entering. If a visitor or parent answers YES to any of the questions, they will not be permitted to enter the school. Upon entry via the main front door using the bell to the left side, the parent or visitor must wear a mask, hand-sanitize, and then report directly to the general office to check in, sign in and complete the COVID-19 Screening Assessment.

Cases of COVID-19 at School

If there are cases of COVID-19 identified within the school settings, the Zone Medical Officer of Health will work directly with the school division and school administration to provide follow-up recommendations and messaging for staff, parents/guardians, and students. Schools and sites will collaborate with Division staff and the Zone Medical Officer of Health during potential and confirmed cases.

Alberta Health Services may request the school close in-person classes to allow a public health investigation to take place. The decision to send a cohort/class home or to close a school will be made by the local Medical Officer of Health. If this were to occur, the school will support students and staff to learn or work at home if they are required to self-isolate.

Heidi Maas
Principal

Carol Durnford
Assistant Principal

