



# Iron Ridge Elementary Campus 2020-2021 SCHOOL RE-ENTRY PLAN

## *Information for Parents & Guardians*



If you have questions about the school re-entry plan, please contact us at [ire@wolfcreek.ab.ca](mailto:ire@wolfcreek.ab.ca)

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# Message from the Superintendent and Board Chair

Parents, families and guardians,

On July 21, 2020 the Government of Alberta announced that students would return to in-person classes in September, at near-normal operations, with health measures in place. Following the provincial government's direction, Wolf Creek Public Schools (WCPS) is 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.

Student and staff safety remain our number one priority. To keep everyone as safe as possible, we have made a number of changes to school routines and practices. This school year will undoubtedly be different but by working together, being flexible and adaptable, and drawing on the trust and partnerships within our school communities, we enter this year with optimism and confidence.

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. The decision to transition to a different scenario will be made by Alberta Education, not Wolf Creek Public Schools.

In September, teachers will initially focus on the social and emotional needs of students and administering screening tools to identify gaps in student learning. Supporting students to be ready to learn is an important first step in school re-entry. Once teachers have identified gaps in student learning, they can plan their instruction to address these gaps prior to moving forward.

WCPS recognizes that each Wolf Creek family has unique needs and we are aware that not all families are comfortable with their child(ren) returning to in-school classes in September. While we will be offering in-school classes for students in September, an online learning option will be available through a shared responsibility model. Details on this option are included in this document. By providing options we remain committed to providing an educational program for all students that best supports the child through different program delivery choices in WCPS.

Thank you in advance for supporting your child and our school system to take all measures to protect one another. There is nothing more important to us than the safety and well-being of our staff and students.



Jayson Lovell  
*Superintendent of Schools*



Pamela Hansen  
*Board Chair*

# Message from your Principal

Dear Parents & Guardians,

We hope you and your family have enjoyed some time in the sun this summer!

We are so excited to see the kids and support their learning in the best way that we can during this time. We appreciate your patience, diligence and support for all of the COVID rules, routines and protocols that have to be in place in order to help stop the spread of COVID-19. Some of the rules and routines will feel difficult and constrained but necessary, as you know. The following document outlines our safety measures, rules, routines and protocols to get kids back in school in the safest way possible based on guidelines from the Chief Medical Officer and the Minister of Education.

As you already know, the age group at our campus (pre-K to Grade 3) does not require children to wear masks at school or on the bus. This is optional.

Many parents have asked, 'What can I do to support my child coming back to school?'. It's important to practice some new expectations just like teaching your child to cross the street safely. Practice and coaching makes a difference to help children feel confident in new situations. Here are some things that you can do as a family to help children adjust to the new expectations at school due to COVID-19. Some of these suggestions you probably have been practicing already but some will be new:

1. When your family is out in public, help your child to always be aware of distance between other people and show them the signs/visuals that help all people remember what to do; maximum number of people or where to stand, etc.
2. When on a public playground, practice and coach your child through a few possible scenarios such as when another child may get too close. Teach your child to:
  - a. **Be calm**
  - b. **Move to an open spot**
  - c. **Show a 'stop' hand to visually signal 'stop'.**
3. Help your child to understand that another child may forget to keep their distance because they are excited about playing. It might make your child feel scared when someone gets too close but remind them:
  - a. They cannot yell at another child when this happens.
  - b. They cannot touch another child if they feel scared or angry.
4. Practice washing hands independently and thoroughly with soap and water for 20 seconds.
5. Show your child pictures of adults wearing masks and shields so that this is not a shock to them. The PPE can look scary to a young child.


As you will see in the plan, parents will have to **ensure a snack/lunch is sent with children in their backpack at arrival time**. Items in the snack/lunch will have to be in containers that **your child is able to open on their own and personal cutlery must be included**. **There is no shared cutlery at the school.** Parents may have to modify what is typically sent in a snack/lunch so that children can eat independently. There will be **no access to microwaves** so parents may consider using a thermos if it can be opened by the child. Getting your child to help pack their lunch the night before is a great way to teach your child about organizing proactively and about health eating. Getting ready the night before will also ensure they can open all containers/bags. Please consider a morning family

checklist to help get organized and to make mornings go smoothly.

Most importantly, please ensure **your family has a reliable plan for child care**. At any time your child may need to stay home due to:

1. Displaying symptoms at home--The **Daily Screening** tool must be filled out daily **before leaving the home. Children must stay home if they have symptoms and follow Alberta Health Services' advice.**
2. Developing symptoms at school-- An adult is required to pick up your child immediately.
3. Provincial and/or school safety measures may change suddenly and children may be required to stay at home.

Please review the safety measures, rules, routines and protocols to get kids back in school. Our role will be to minimize risks while recognizing that we are unable to eliminate risk. There is a lot of information and it can be overwhelming but we will work together to make it happen as best as possible within the guidelines given. Any of the safety measures, rules, routines and protocols are subject to change at any time and we will update parents accordingly.

Thank you for your continued support & stay IRECstrong 

Sincerely,

*Maureen Schlemko*

Maureen Schlemko

Principal

## In-school Classes

	<i><b>District Plan</b></i>	<i><b>School-Specific Added Guidelines</b></i>
<i>Implementing School Re-Entry Guideline</i>	The <a href="#">Implementing School Re-Entry Guideline</a> document released on August 20, 2020 should be reviewed by all schools as part of their re-entry planning.	
<i>Daily Health Check for Students and Staff</i>	Before leaving home, staff, children/students, visitors, and volunteers who will access the school for work or education, must self-screen for symptoms <b>each day before they leave for school</b> using the <a href="#">Alberta Health Daily Checklist</a> .	<p>Please see and follow the district guidelines in this area.</p> <ul style="list-style-type: none"> <li>● If a student has a high absentee percentage, then Virtual Learning provided by Wolf Creek or Homeschooling may be considered.</li> </ul>

## Transportation

<i>Buses</i>	<ul style="list-style-type: none"> <li>● Children/students should not board the bus if they have symptoms of COVID-19. Parents/guardians are required to conduct the <a href="#">self-screening tool</a> with their student(s) each day prior to boarding the bus.</li> <li>● Non-medical face masks are required for students in grades 4-12.</li> <li>● Non-medical face masks may be considered for students in grades K-3, however they are not routinely recommended.</li> <li>● Bus Drivers will operate their bus wearing a non-medical mask.</li> <li>● As much as practical, children/students start boarding from the back seats to the front of the bus while maintaining 2 metres of physical distancing.</li> <li>● As much as practical, students will be assigned seats and students who live in the same household will be seated together.</li> </ul>	<ul style="list-style-type: none"> <li>● Please see and follow the district guidelines in this area.</li> <li>● Supervisors will meet students in the bus area.</li> <li>● Non-medical face masks may be considered for students in grades K-3, however they are not routinely recommended.</li> <li>● 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. A child who becomes symptomatic during the bus trip should be provided a mask if they are not already wearing one.</li> </ul>
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	<ul style="list-style-type: none"> <li>• As much as practical, students start disembarking from the front seats to the back of the bus while maintaining 2 metres of physical distancing.</li> <li>• 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.</li> <li>• A vehicle cleaning log will be kept by each driver.</li> <li>• Hand sanitizer will be available on the bus.</li> <li>• Each school bus will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations.</li> <li>• No sharing of personal items (food, toys, water bottles, etc.).</li> <li>• 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. A child who becomes symptomatic during the bus trip should be provided a mask if they are not already wearing one.</li> <li>• All parents must complete the Riding a Bus Responsibility Card that will be distributed by drivers.</li> </ul>	
<p><i>Arriving at the School</i></p>	<ul style="list-style-type: none"> <li>• Parents and children/students should not be in the pick-up area or enter the bus if they have symptoms of COVID-19.</li> <li>• 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.</li> </ul>	<p><b>Window of arrival time-- 7:50 to 8:00 a.m.:</b></p> <ul style="list-style-type: none"> <li>• Students go directly to their designated recess line-up spot and wait, keeping 2 meters apart. <b>No playing on the playground during morning arrival.</b>(see Drop Off &amp; Pick Up procedures --third section in Entry protocols)</li> <li>• Parents stay by vehicle and/or sidewalk and do not enter the playground. Staggered entry (see below) will provide ample time for students to know the location of their line up spot.</li> <li>• Bus students will arrive in the bus area and supervisors will bring them to the recess area to</li> </ul>

		<p>find their line up spot for entry.</p> <ul style="list-style-type: none"> <li>Supervisors will have each class enter 1 at a time following safety guidelines. Once 1 class is cleared then the next class will be ushered into the school.</li> <li>It's important to arrive on time.</li> <li><b>LATE Protocol:</b> <ul style="list-style-type: none"> <li>Parents must <b>phone the school to arrange a time for late drop off</b>. The student must go to their class designated recess door spot where a staff member will meet them at the time agreed upon to let them in the school. Late comers will not be allowed to go through the main doors.</li> </ul> </li> </ul>
<b>Entry Protocols</b>		
<i>Stay at Home when Sick</i>	<ul style="list-style-type: none"> <li>Stay at home if exhibiting symptoms of COVID-19 that are not related to a pre-existing illness/health condition.</li> </ul>	Please see and follow the district guidelines in this area.
<i>Staggered School Year Start Dates</i>	<ul style="list-style-type: none"> <li>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.</li> <li>Every school from Pre-K to 12 will create a staggered entry plan during the week of September 1-4 to ensure a safe and orderly return to school. This will ensure new routines and protocols can be taught and carefully followed by students and staff.</li> </ul>	<p><b>Kindergarten</b>  <b>**Kindergarten staggered entry days and times will remain the same as planned in the spring:</b></p> <ul style="list-style-type: none"> <li><b>Kindergarten Staggered Entry Days- Sept. 1-8</b> Teachers will be in contact with parents to remind them of their staggered entry times and inform them of designated doors for drop off and pick up. <b>First official day of Kindergarten is Sept. 10th.</b></li> <li><b>IREC Grade 1-3 Staggered School times as follows:</b>  <b>Grade 1-3</b>  <b>Teachers will be phoning families August 27th</b> to inform them of the times students are expected to come.</li> </ul>



- Regular classes Grades 1-12, will commence no later than September 8, 2020.
  - Each school will create this plan and communicate it to their parents/students prior to August 17.

Teachers will work with families so that children from the same family will come during the same time slot. Teachers will also include all other details about staggered entry such as where to meet the teacher and location of the class line up spot for drop off.


**EACH class will be divided into Group A & Group B and each group will come half days for Sept. 1-3.** This will allow time with small groups to teach new routines and to practice the newly developed safety measures and the staggered recess system that will be in place. Each group will come 3 consecutive ½ days to allow for small group practice of new routines. **Sept. 4 will be reserved** for students with extra support and those families will be contacted on August 26th.

**Families will have to arrange mid-day pick up or drop off for Sept. 1-3.**

**Bus students will be able to ride the bus either in the morning OR the afternoon during Sept. 1-3.**

Tuesday Sept. 1	Wednesday Sept. 2	Thursday Sept. 3
Gr.1-3 <b>Group A</b> 8:00-11:00	Gr.1-3 <b>Group A</b> 8:00-11:00	Gr.1-3 <b>Group A</b> 8:00-11:00
Gr.1-3 <b>Group B</b> 11:40-2:40	Gr.1-3 <b>Group B</b> 11:40-2:40	Gr.1-3 <b>Group B</b> 11:40-2:40

Parents will not be allowed in the school during staggered entries.

		<p><b>All grade 1-3 students will have their first FULL day with ALL classmates on <u>Sept. 8.</u></b></p>
<p><i>Drop-off and Pick-up Procedures</i></p>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Adults bringing students to school will be asked to stay in their vehicle or outside the school, and to maintain a safe physical distance between themselves and others. 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.</li> <li>• Adults who come to pick up students from school will be asked to stay in their vehicle or outside the school, and to maintain a safe physical distance between themselves and others. School staff will bring students outside to meet the adults who are picking them up.</li> </ul>	<p><b>DROP OFF:</b> IREC will be implementing staggered locations but maintaining the same arrival time for all students. Each class will have a designated line up spot that will be near the class door. This spot will be visible using a safety cone and sign. Example:</p>  <p>Students and parents will be familiar with the location of the designated line up spot during staggered entry.</p> <p><b>Kindergarten class drop off &amp; pick up times starting Sept. 10:</b> AM Class Times-- 8:00 am - 11:00 am PM Class Times-- 11:50 am - 2:40 pm Kindergarten will have the same drop off and pick up door.</p> <p><b>Grade 1-3</b> <b>Drop Off Time--7:50 to 8:00 a.m.:</b></p> <ul style="list-style-type: none"> <li>• Students go directly to their designated recess line-up spot and wait, keeping 2 meters apart. <b>No playing on the playground during morning arrival.</b></li> </ul>

		<ul style="list-style-type: none"> <li>● <b>Starting on Sept. 8th, parents stay in vehicles or beside vehicles and do not enter the playground.</b> Staggered entry (see above) will provide ample practice for students to know the location of their line up spot.</li> <li>● Bus students will arrive in the bus area and supervisors will bring them to the recess area to find their recess door spot for entry.</li> <li>● Supervisors will have each class enter 1 at a time following safety guidelines. Once 1 class is cleared then the next class will be ushered into the school.</li> <li>● It's important to arrive on time. If parents bring their child(ren) late then the LATE Protocol must be followed.</li> </ul> <p><b>Grade 1-3</b></p> <p><b>Pick Up Time --2:40 p.m.:</b></p> <ul style="list-style-type: none"> <li>● <b>All students not on the bus <u>MUST have a ride ready and waiting for pick up by 2:40 p.m.</u></b> Students cannot play on the playground after school while waiting for pick up.</li> <li>● <b>Teachers will be ushering their class outside in a line up formation</b> and the class will walk around the perimeter of the school where parents park. As students see their pick up ride, they can safely proceed to their vehicle.</li> <li>● Families must plan a regular pick up meeting spot along the perimeter parking so that students can be aware of when their time is to safely leave the line up.</li> <li>● <b>Parents stay in/beside vehicles and do not enter the playground.</b></li> </ul>
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		<p><b>Arriving LATE or Picking up Early Protocol:</b></p> <ul style="list-style-type: none"> <li>○ Parents must <b>phone ahead (prior to arriving at school) to arrange a time for late drop off OR early pick up.</b> The student must go to their class designated recess door spot where a staff member will meet them for late drop off or send them out for early pick up at the time agreed upon. <b>Late comers or early pick ups will not be allowed to go through the main doors.</b></li> </ul>
<p><i>Open or closed campus school communities</i></p>	<ul style="list-style-type: none"> <li>● Junior high and high schools will work with their school community to decide if students will be allowed to leave campus during lunch breaks. If students are permitted to leave the school building, they must: <ul style="list-style-type: none"> <li>○ exit through their assigned door</li> <li>○ respect physical distancing and all other COVID-19 health protocols when off campus</li> <li>○ assess whether they have any symptoms of illness before they re-enter the school—students with newly developed symptoms will not be permitted to return to school</li> <li>○ re-enter the school through their assigned door</li> </ul> </li> <li>● Additionally, high schools will need to determine if students may leave campus and return to the school building during a spare period. Schools will also need to identify a space or spaces in the school where students on spares can be accommodated while physical distancing.</li> </ul>	<p><b>IREC is a CLOSED campus.</b> Main doors will be locked at all times and parents will have to phone to make an appointment. Only emergency items will be allowed to be dropped off. <b>Ensure your child has their lunch and a coat in their backpack upon arrival time everyday.</b></p> <p>School number: 403-885-4646</p>
<p><i>Hand Hygiene and Safe Practices</i></p>	<ul style="list-style-type: none"> <li>● Everyone must perform hand hygiene (hand sanitizer) when <b>entering and exiting the school.</b> Hand sanitizer stations will be available at each school's main entry/exit</li> </ul>	<p>See district requirement as well as:</p> <ul style="list-style-type: none"> <li>● Before leaving home, staff and students (visitors</li> </ul>

	<p>locations.</p> <ul style="list-style-type: none"> <li>Each school will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations.</li> </ul>	<p>and volunteers once allowed) who will access the school for work or education, must self-screen for symptoms <b>each day before they leave for school</b> using the <a href="#">Alberta Health Daily Checklist</a>.</p> <ul style="list-style-type: none"> <li>All students, staff, and visitors to the school will need to use hand sanitizer or wash their hands in accordance with the district requirements when entering the school or participating in various activities.</li> <li><b>Hand hygiene protocols:</b> <ul style="list-style-type: none"> <li>Before leaving home, on arrival at school, and before leaving school.</li> <li>After using the toilet.</li> <li>Before and/or after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions, etc.).</li> <li>After sneezing or coughing.</li> <li>Before and after breaks and playground use.</li> <li>Before and after eating any food, including snacks.</li> <li>Whenever hands are visibly dirty.</li> </ul> </li> </ul>
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**General Protocols**

<p><i>Physical Distancing</i></p>	<ul style="list-style-type: none"> <li>Everyone in the school shall maintain 2 metres physical distancing whenever possible.</li> <li>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.</li> <li>In classroom and school settings where 2 metres of</li> </ul>	<p>Please see and follow the district guidelines in this area as well as:</p> <ul style="list-style-type: none"> <li>Every effort will be made to physically distance students at appropriate times but this may not always be possible in every learning situation. As</li> </ul>
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	<p>physical distancing is not possible, masks will be mandatory for Grades 4-12 students, and optional for Grades Pre-K - 3 students.</p> <ul style="list-style-type: none"> <li>It is important that students and staff stay home if they have any <a href="#">symptoms of COVID-19</a> that are not related to a pre-existing condition.</li> </ul>	<p>per the government guidelines, it is optional to wear a mask in pre-k-grade 3.</p> <ul style="list-style-type: none"> <li>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.</li> </ul>
<i>Cohorts</i>	<ul style="list-style-type: none"> <li>Cohorting limits exposure to others and aids in contact tracing if needed.</li> <li>Each class will be considered a cohort and efforts to maintain physical distancing even within a cohort will minimize the risk for disease transmission.</li> <li>Every effort will be made to limit the number of cohorts that each student is part of.</li> <li>When interacting with people outside the cohort, maintain physical distancing of 2 metres.</li> <li>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).</li> </ul>	<p>See district guidelines as well as:</p> <ul style="list-style-type: none"> <li>All classes will have a cohort with their own homeroom class &amp; teacher (and EA if applicable). All classes will have a slightly larger cohort for recess times. Recess, snack and lunch times have been staggered so fewer children are on the playground and in washrooms.</li> <li>Library and Music teachers will be going to the classrooms (class will not be travelling to different rooms) and safety measures will be in place.</li> <li>Majority of gym classes will be outside and only 1 class will be allowed in the gym. Gym activities will follow all safety guidelines. Students must dress for the weather as they will be expected to go outside.</li> </ul>
<i>Engineered and Administrative Controls in Schools</i>	<ul style="list-style-type: none"> <li>School offices will be required to create a barrier to maintain physical distancing with office visitors.</li> <li>All school entry/exit doors will have COVID-19 signs posted to indicate that anyone with symptoms cannot enter the school.</li> <li>Directional arrows will be posted in each school to support physical distancing.</li> </ul>	<ul style="list-style-type: none"> <li>School offices will have a physical barrier and only 1 person in the office at 1 time. Occupancy signs will be posted.</li> <li><u>All</u> outside doors will be used to have less students entering all at once. We will be using the same recess doors for drop off, pick up, late arrivals &amp; early pick ups.</li> </ul>

	<ul style="list-style-type: none"> <li>● Schools may designate different entrances and exits for different classes of students.</li> <li>● Schools may post occupancy limits for bathrooms, common areas and meeting rooms to allow physical distancing.</li> <li>● All rugs/soft surfaces that cannot be cleaned and sanitized have been removed from classrooms.</li> <li>● Unnecessary furniture has been removed from classrooms.</li> <li>● The following high touch items will not be used in schools except as needed in Foods classes: refrigerators, microwaves, dishwashers and vending machines.</li> <li>● There will be no use of school cutlery, cups, dishes, etc. except as needed in Food Studies classes.</li> <li>● All school assemblies or other large gatherings (e.g. concerts or dances) will be virtual.</li> </ul>	<ul style="list-style-type: none"> <li>● The main doors will only be used for outside services personnel.</li> <li>● Maximum occupancy signs will be posted at the entrance of each washroom and students will practice the new washroom expectations during staggered entry.</li> <li>● Physical distancing stickers will be on floors where needed.</li> <li>● No microwaves in classrooms</li> <li>● No shared food</li> <li>● No sharing of personal toys</li> <li>● Classroom furniture has been changed to maximize safety practices to best possible way for the physical space and number of students</li> </ul>
<p><i>Volunteers and Visitors</i></p>	<ul style="list-style-type: none"> <li>● No one should enter the school if she or he is ill. (<a href="#">Complete the self-assessment tool</a>)</li> <li>● In-person visitors and volunteers will not be allowed in Division schools at this time. This includes guest speakers, sports-team coaches and artists in residence. Individuals are encouraged to communicate with the school through email or by phone.</li> <li>● Currently, parent volunteers are not permitted in the school building.</li> <li>● Individuals authorized to enter the school include Canada Post, service providers, delivery and maintenance personnel who support the running of the school, and emergency responders. These people will only enter the school if the <a href="#">COVID-19 Information Screening Questionnaire</a> indicates they are safe and if they have no symptoms. They must also sign the school's COVID-19 visitor log.</li> <li>● Only required visitors can attend the school and must</li> </ul>	<ul style="list-style-type: none"> <li>● Volunteers or visitors will not be allowed in the school until further notice.</li> <li>● The main doors will only be used for outside services personnel.</li> <li>● Registration and school fee payments can be made online and there is no need to come into the school.</li> <li>● Teachers and parents will work together to arrange meeting times.</li> </ul>

	<p>make an appointment prior to be let into the school.</p> <ul style="list-style-type: none"> <li>• Masks will be required for all school visitors.</li> <li>• A record of all visitors will be kept at each school.</li> <li>• The number of schools that substitute teachers will work in will be limited as much as possible.</li> </ul>	
<i>Pre-existing Conditions</i>	<ul style="list-style-type: none"> <li>• 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>"</li> <li>• WCPS 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.</li> </ul>	<p>Please see and follow the district guidelines in this area:</p> <ul style="list-style-type: none"> <li>• We have made a plan for collecting and storing medical information for any students who have pre-existing conditions.</li> <li>• We maintain a list of student medical issues <b>based on Power School registration information that is entered by the parent or guardian filling out the yearly demographics/registration form.</b></li> <li>• <u>Please ensure your child's information is up to date.</u> Inform the school of any changes throughout the year.</li> <li>• Parents who have students with pre-existing conditions will be asked to contact the school.</li> </ul>
<i>Responding to Illness</i>	<ul style="list-style-type: none"> <li>• No one should enter the school if he or she has any possible symptoms of COVID-19.</li> <li>• Each school will have two (2) contactless thermometers to assist with managing student and staff health in the event symptoms develop during the school day. If a student or staff member has a fever greater than 38°C, immediate steps will be taken to isolate and assist with transferring to home. <ul style="list-style-type: none"> <li>○ Daily temperature checks will not be conducted unless directed by Alberta Health Services.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Admin Assistants will monitor data for contact tracing</li> <li>• Our conference room will be the isolation room</li> <li>• All safety guidelines will be followed</li> <li>• <b>Parents must be prepared to pick up their child immediately</b></li> </ul>



	<ul style="list-style-type: none"><li>● If a child/student develops symptoms while at the school, the child/student will wear a non-medical mask, 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 <a href="#">AHS Online Self-Assessment Tool</a>.</li><li>● 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.</li><li>● Staff/students must wash their hands before donning a mask and before and after removing the mask (<a href="#">Guidance on non-medical mask use</a>), and before and after touching any items used by the child/student.</li><li>● 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.</li><li>● The zone medical officer of health will work with school authorities to quickly:<ul style="list-style-type: none"><li>○ Identify cases</li><li>○ Identify close contacts</li><li>○ Create isolation measures when needed</li><li>○ Provide follow-up recommendations</li><li>○ <a href="#">Resource Guide for COVID-19 in Schools</a></li></ul></li></ul>	
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- [COVID-19 Cases in Schools](#) (Appendix B)

- 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.
- WCPS 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 health authorities.
- 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.
- Schools should assign a single responsible person to maintain records for contact tracing, including communication with public health representatives.
  - Contact tracing records may include:
    - Full class lists, including teachers and other staff present in the classroom
    - Daily attendance records for students and staff, (including substitutes and

	<p>other temporary staff)</p> <ul style="list-style-type: none"> <li>■ Records of students and staff that become symptomatic during the school day</li> <li>■ Class seating arrangements</li> <li>■ Outlines of other school control measures in place</li> <li>■ Visitor records</li> <li>■ Any additional information requested by AHS Public Health</li> </ul>	
<p><i>Masks and Face Shields</i></p>	<ul style="list-style-type: none"> <li>● Masks are mandatory for students in Grades 4-12 in all settings where physical distancing at school and in the classroom cannot be maintained. This includes wearing them in all shared and common areas such as hallways and buses.</li> <li>● Masks are optional for students in Grades Pre-K - 3. Non-medical face masks may be considered but are not routinely recommended for younger students in grades K-3. It is recommended that these students instead adhere to the other public health strategies that mitigate the risk of transmission of COVID-19, such as cohorting, hand hygiene and respiratory etiquette to reduce the risk of transmission. <ul style="list-style-type: none"> <li>○ 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.</li> <li>○ After removing a reusable non-medical face mask that will be re-worn 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.</li> <li>○ Do not reuse masks that are wet or soiled prior to</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Masks are optional at IREC due to the fact that we are a pre-K to grade 3 campus.</li> <li>● If parents are wanting their child to wear a mask, the parent will be responsible for training proper wearing and handling of the mask as well as compliance. <ul style="list-style-type: none"> <li>○ School staff will do their best to remind the child to wear the mask.</li> <li>○ The child will be responsible for their own mask at school.</li> </ul> </li> </ul>

	<p>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.</p> <ul style="list-style-type: none"> <li>○ Disposable masks that are damaged or dirty should be discarded into a garbage bin that is lined with a plastic bag.</li> <li>● 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.</li> <li>● Exemptions to mask requirement for all teachers and staff in all school</li> <li>● settings and students in grades 4-12 include: <ul style="list-style-type: none"> <li>○ Persons who are unable to place, use or remove a non-medical face mask without assistance;</li> <li>○ Persons unable to wear a non-medical face mask due to a mental or physical concern or limitation;</li> <li>○ Persons consuming food or drink in designated areas;</li> <li>○ Persons engaged in physical exercise;</li> <li>○ Persons providing care or assistance to a person with a disability where a non-medical face mask would hinder that caregiving or assistance;</li> <li>○ Persons engaging in services that require the temporary removal of the non-medical face mask, and</li> <li>○ Spaces where physical barriers have been installed between persons.</li> </ul> </li> <li>● While on the bus: <ul style="list-style-type: none"> <li>○ Non-medical face masks are required for students in grades 4-12.</li> <li>○ Non-medical face masks may be considered for students in grades K-3, however they are not routinely recommended.</li> </ul> </li> <li>● Every student in the Division will be provided with two</li> </ul>	
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	<p>reusable masks. Parents/guardians may provide additional masks for their child.</p> <ul style="list-style-type: none"> <li>• If someone forgets their mask, schools will ensure there are supplies available for students and staff.</li> <li>• Non-compliance for mask wearing will be addressed through school code of conduct requirements.</li> <li>• Masks are mandatory for all staff in all settings where physical distancing cannot be maintained.</li> <li>• Face shield use is at the discretion of the individual staff member. Masks are still required for staff who are wearing face shields.</li> </ul>	
<i>Expectations for Shared use of Equipment</i>	<ul style="list-style-type: none"> <li>• Absolutely no sharing of personal items will be permitted (pencils, crayons, erasers, toys, water bottles, books, etc.).</li> <li>• 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.</li> <li>• Students and staff are required to perform hand hygiene before and after using shared equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• If shared equipment is required then equipment will be disinfected or quarantined as per safety guidelines.</li> <li>• Students and staff are required to perform hand hygiene before and after using shared equipment.</li> </ul>
<i>Water Bottles and Fountains</i>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Water fountain knobs and push buttons are considered high touch surfaces and must be regularly cleaned and disinfected.</li> <li>• 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.</li> </ul>	<ul style="list-style-type: none"> <li>• All water fountains will be closed for direct drinking.</li> <li>• Water fountains will only be open for water bottle refill and they will be disinfected frequently.</li> </ul>
<i>Snack/Lunch</i>	<ul style="list-style-type: none"> <li>• It is important for students who stay at school for lunch to remember to bring their lunch each day—schools will not be able to accommodate family members who want to drop off lunches. If a student forgets their lunch, families should</li> </ul>	<ul style="list-style-type: none"> <li>• Parents will have to <b><u>ensure a snack/lunch is sent with children in their backpack in the morning.</u></b></li> </ul>

	<p>phone the school to work out a solution.</p> <ul style="list-style-type: none"> <li>● Students will store lunches with their other personal belongings.</li> <li>● All students must wash their hands before eating, and eat only their own food. Students are not permitted to share food under provincial health guidelines.</li> <li>● At this time, microwaves will not be available to students and vending machines will not be operating to maintain physical distancing.</li> <li>● Elementary students will remain in their cohort to eat lunch. Multiple cohorts will not gather together to eat.</li> <li>● Junior high and high school students who stay on campus will be assigned to an area of the school for lunch.</li> <li>● If the school is using a common lunch area, cohorts of students will eat in staggered shifts and the space will be cleaned and disinfected between each cohort.</li> <li>● Given the limitation on food handling and concerns for safety, school curricular cafeteria programs (Culinary Arts) can continue but food sales or serving of foods is not permitted.</li> <li>● Food delivery services for students will not be permitted in any school.</li> </ul>	<ul style="list-style-type: none"> <li>● We will not be able to accommodate family members who want to drop off lunches.</li> <li>● Items in the snack/lunch will have to be in containers that <b><u>your child is able to open on their own and personal cutlery must be included.</u></b> <b>There is no shared cutlery at the school.</b> Parents may have to modify what is typically sent in a lunch so that children can eat independently.</li> <li>● There will be <b>no access to microwaves</b> so parents may consider using a thermos <u>that can be opened by the child.</u> Getting your child to help pack their lunch the night before is a great way to teach your child about organizing proactively and about health eating. Getting ready the night before will also ensure they can open all containers/bags. Please consider a morning family checklist to help organize.</li> <li>● Students will eat with their class cohort and follow all safety guidelines before and after eating.</li> <li>● Snack and lunch times have been staggered so that fewer students are needing access to the washrooms at one time</li> <li>● There will be no hot lunch for Food for School until further notice. If you need assistance for food for your child, please contact the school at 403-885-4646 and we will help connect you to outside services and the Food Bank.</li> </ul>
<p><i>Personal Belongings</i></p>	<ul style="list-style-type: none"> <li>● Locker use is allowed when a school can provide the following: <ul style="list-style-type: none"> <li>○ A plan must be developed by each school to ensure appropriate physical distancing will be maintained at all times throughout the day.</li> <li>○ A plan must be developed by each school to</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Physical distancing will be maintained as only a few students will be using the locker area at the same time as per the recess staggered times. The students who will be in the locker area will also have lockers separated to keep the physical</li> </ul>

	<p>ensure sanitizing of the locker handle, lock, and touch surfaces daily. This task is to be completed by students without reliance on school custodians due to the frequency and time associated with this requirement.</p> <ul style="list-style-type: none"> <li>○ Boot racks can be used providing physical distancing can be maintained.</li> <li>● All students and staff are encouraged to use a backpack for all personal belongings.</li> <li>● 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.</li> </ul>	<p>distancing guidelines.</p> <ul style="list-style-type: none"> <li>● Students will have their own locker and daily cleaning as per safety guidelines will be followed.</li> <li>● Students will practice hand hygiene before and after locker use.</li> <li>● Lockers will only be shared (if needed) by separate cohorts and will be disinfected between cohorts. For example, when kindergarten &amp; pre-K students come to school 1/2 days, 1 student may use the locker in the morning and another student may use the same locker in the afternoon. These lockers will be disinfected between cohorts just like the classrooms will be cleaned between cohorts.</li> <li>● Boot Racks will be used and physical distancing guidelines will be followed as fewer students will use the boot room area as per the recess staggered entry plan.</li> </ul>
<p><i>Electronic Devices</i></p>	<ul style="list-style-type: none"> <li>● Students are encouraged to bring their own educational devices (BYOED).</li> <li>● Student personal devices are to be stored with their personal belongings.</li> <li>● Wolf Creek Public Schools works with a vendor partner to offer a parent purchase program for Chromebooks. More information about this optional program <a href="#">can be found on our website.</a></li> <li>● Schools will develop a protocol for disinfecting high touch surfaces on district owned shared electronic equipment between uses. Schools will also emphasize hand hygiene etiquette (washing or use of hand sanitizer) before and after students use shared district equipment.</li> </ul>	<ul style="list-style-type: none"> <li>● Any shared devices will be disinfected after each use.</li> <li>● We will also emphasize hand hygiene etiquette (washing or use of hand sanitizer) before and after students use shared equipment.</li> </ul>

<p><i>Posters</i></p>	<p>Schools will use the following posters throughout the school to promote important safety practices:</p> <ul style="list-style-type: none"> <li>○ <a href="#">Cover your cough</a></li> <li>○ <a href="#">Do not enter</a></li> <li>○ <a href="#">Healthy distance</a></li> <li>○ <a href="#">Personal items</a></li> <li>○ <a href="#">Stay safe</a></li> <li>○ <a href="#">Wash your hands</a></li> <li>○ <a href="#">Wash and sanitize your hands</a></li> </ul>	<p>Please see and follow the district guidelines in this area.</p>
<p><b><i>Classes and Programming</i></b></p>		
<p><i>Classroom Hygiene</i></p>	<ul style="list-style-type: none"> <li>● Everyone entering the classroom must perform hand hygiene.</li> <li>● Proper hand hygiene and respiratory etiquette is required and should be regularly promoted among students and staff.</li> <li>● 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 educational assistant.</li> </ul>	<ul style="list-style-type: none"> <li>● All staff and students will hand sanitize before entering the classrooms.</li> <li>● Classrooms are arranged to maximize as much distancing as physically possible</li> <li>● Students will be assigned the same desk and/or table for the entire day.</li> <li>● Each day the desks and/or tables will be disinfected.</li> <li>● If students are required to move to a different area, that area will be disinfected after use.</li> <li>● Proper hand hygiene and respiratory etiquette will be required and regularly promoted among students and staff.</li> </ul>
<p><i>Class Sizes and Configuration</i></p>	<ul style="list-style-type: none"> <li>● Class sizes will be similar to previous years.</li> <li>● Where 2 metres is not possible between desks, they will be separated by the greatest possible spacing in each classroom.</li> <li>● If 2 metres cannot be arranged between desks/tables,</li> </ul>	<ul style="list-style-type: none"> <li>● Teachers will have updated seating plans</li> <li>● All classes and furniture have been adjusted to maximize as much distancing as physically possible</li> <li>● All classes will have a cohort with their own homeroom class &amp; teacher (and EA if applicable). All classes will</li> </ul>



	<p>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.</p> <ul style="list-style-type: none"> <li>● Masks are mandatory for students in Grades 4-12 in all settings where physical distancing at school and in the classroom cannot be maintained. This includes wearing them in all shared and common areas such as hallways and buses.</li> <li>● Masks are optional for students in Grades Pre-K - 3.</li> <li>● 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.</li> <li>● Teachers will have seating plans for all classes.</li> <li>● Each class will be considered a cohort and interaction between cohorts will be minimized. <ul style="list-style-type: none"> <li>○ 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.</li> <li>○ Within each cohort (classroom), students will maintain the greatest physical distancing possible to minimize the risk for disease transmission (i.e., spacing between desks, facing the same way).</li> <li>○ 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</li> </ul> </li> </ul>	<p>have a slightly larger cohort for recess times.</p> <ul style="list-style-type: none"> <li>● Recess, snack and lunch times have been staggered so fewer children are in the hallways, in washrooms and on the playground.</li> <li>● Library and Music teachers will be going to the classrooms (class will not be travelling to different rooms) and safety measures will be in place.</li> </ul>
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	close contacts).	
<i>Student Movement</i>	<ul style="list-style-type: none"> <li>● Where possible, teachers will move between classrooms and students will remain at their desks.</li> <li>● Hallway protocols are developed to ensure students remain a safe distance apart while moving throughout the building.</li> <li>● Each school will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations. Teachers and staff will reinforce protocols.</li> <li>● Masks are required for all staff and students in grades 4-12 in high traffic areas.</li> </ul>	<ul style="list-style-type: none"> <li>● Hallways will have posters and floor stickers to remind of physical distancing</li> <li>● All classes will have a cohort with their own homeroom class &amp; teacher (and EA if applicable). All classes will have a slightly larger cohort for recess times.</li> <li>● Recess, snack and lunch times have been staggered so fewer children are in the hallways, in washrooms and on the playground.</li> <li>● Library and Music teachers will be going to the classrooms (class will not be travelling to different rooms) and safety measures will be in place.</li> <li>● <u>Drop Off:</u> <ul style="list-style-type: none"> <li>○ Students go directly to their designated line-up spot and wait, keeping 2 meters apart. <b>No playing on the playground during morning arrival.</b></li> <li>○ Parents stay in/beside vehicles.</li> </ul> </li> <li>● <u>Pick Up :</u> <ul style="list-style-type: none"> <li>○ <b>All students not on the bus <u>MUST have a ride ready and waiting for pick up by 2:40 p.m.</u></b> Students cannot play on the playground after school while waiting for pick up.</li> <li>○ <b>Teachers will be ushering their class outside in a line up formation</b> and the class will walk around the perimeter of the school where parents park. As students see their pick up ride, they can safely proceed to their vehicle.</li> <li>○ Families must plan a regular pick up</li> </ul> </li> </ul>

		<p>meeting spot along the perimeter parking so that students can be aware of when their time is to safely leave the line up.</p> <ul style="list-style-type: none"> <li>○ Parents stay in/beside vehicles and do not enter the playground.</li> </ul>
<i>Breaks</i>	<ul style="list-style-type: none"> <li>● Snack, lunch, recess, and class change breaks will be staggered in each school to maintain physical distancing among children/students.</li> </ul>	<ul style="list-style-type: none"> <li>● Recess, snack and lunch times have been staggered so fewer children are in the hallways, in washrooms and on the playground.</li> <li>● School population has been divided into 4 larger cohorts for break times.</li> <li>● Each cohort has 3-5 classes in each and each class comes from a separate den so that there is only 1 class in each den in the hallways, washrooms and playground.</li> <li>● Students will be coached on expectations of all aspects for these breaks during staggered entry and on-going monitoring and practice will occur</li> <li>● Staff will monitor that safety guidelines are followed</li> <li>● Posters &amp; floor stickers will be visible</li> <li>● Supervisors will have hand sanitizer during recesses.</li> <li>● Hand hygiene will be done before and after: <ul style="list-style-type: none"> <li>○ Washrooms</li> <li>○ Eating</li> <li>○ Recess</li> </ul> </li> </ul>
<i>Food and Nutrition Services</i>	<ul style="list-style-type: none"> <li>○ No activities that involve the sharing of food between students or staff should occur.</li> <li>● Sharing food between students would be allowed if there was</li> </ul>	<ul style="list-style-type: none"> <li>● There will be no hot lunch, Food for School program or sharing of food in the classrooms.</li> <li>● If families need assistance for food for their child,</li> </ul>

	<p>a designated server serving the food, appropriate hand hygiene, and physical distancing.</p> <ul style="list-style-type: none"> <li>○ For classroom meals and snacks: <ul style="list-style-type: none"> <li>■ No self-serve or family-style meal service. Instead, switch to pre-packaged meals or meals served by designated staff.</li> <li>■ Food provided by the family should be stored with the student's belongings.</li> <li>■ Close the food preparation areas off that could be accessed by students/children, non-designated staff, or essential visitors.</li> <li>■ Ensure that food-handling staff practice meticulous hand hygiene and are excluded from work if they are symptomatic.</li> <li>■ Students/children should practice physical distancing while eating.</li> <li>■ There should be no common food items (e.g., salt and pepper shakers, ketchup).</li> <li>■ Utensils should be used to serve food items (not fingers).</li> <li>■ If a school is using a common lunchroom and staggering lunch times, ensure that the area including all surfaces of the tables and chairs (including the underneath edge of the chair seat) are cleaned and disinfected after each use.</li> </ul> </li> <li>○ School Cafeteria Curricular Programs</li> <li>○ Given the limitation on food handling and concerns</li> </ul>	<p>please contact the school at 403-885-4646 and we will help connect you to outside services and the Food Bank.</p>
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	<p>for safety, school curricular cafeteria programs (Culinary Arts) can continue but food sales or serving of foods is not permitted.</p>	
<p><i>Using Playground Equipment</i></p>	<ul style="list-style-type: none"> <li>• Each school will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations.</li> <li>• Playground users should maintain physical distancing at all times.</li> <li>• Ensure there are hand sanitizer stations available to maintain hand hygiene.</li> <li>• Encourage children to avoid sharing toys or sports equipment and limit contact with individuals outside of their cohort.</li> <li>• Increased focus on respiratory etiquette and physical distancing will be taken around playground equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• School population has been divided into 4 larger cohorts for break times.</li> <li>• Each cohort has 3-5 classes in each and each class comes from a separate den so that there is only 1 class in each den on the playground.</li> <li>• Students will be coached on playground expectations during staggered entry and on-going monitoring and training will occur</li> <li>• Staff will monitor that safety guidelines are followed</li> <li>• Posters will be visible</li> <li>• Supervisors will have hand sanitizer during recesses.</li> <li>• Hand hygiene will be done before and after recess</li> <li>• No additional personal or school toys or sports equipment will be available for use</li> </ul>
<p><i>Physical Education</i></p>	<ul style="list-style-type: none"> <li>• 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 <a href="#">Guidance for Sport, Physical Activity and Recreation</a>.</li> <li>• Teachers will choose activities or sports that support physical distancing (e.g. badminton over wrestling).</li> <li>• Locker rooms and change rooms: <ul style="list-style-type: none"> <li>○ Kindergarten through Grade 6 students will not change for Physical Education classes.</li> <li>○ Schools will develop change room protocols for Grades 7 through 12 students that will reflect time and space availability.</li> <li>○ Locker rooms may be used but should be</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Majority of gym classes will be outside and only 1 class will be allowed in the gym at one time.</li> <li>• Gym activities will follow all safety guidelines.</li> <li>• Students must dress for the weather as they will be expected to go outside.</li> <li>• If shared equipment is required then equipment will be disinfected or quarantined as per safety guidelines.</li> </ul>

	disinfected between classes/cohorts.	
<i>Option Courses</i>	<ul style="list-style-type: none"> <li>● Where AHS recommendations and guidelines can be followed (i.e. cleaning, physical distancing, cohorting, etc.) these courses may continue to be available to students as determined by each school.</li> <li>● Practice, rehearsals, and instruction of dance, music and drama programs may proceed as long as the <a href="#">Guidance for Music, Dance and Theatre</a> is followed.</li> <li>● Music, dance and drama performances are suspended at this time.</li> <li>● In-person singing, cheering or shouting or playing wind instruments should be postponed at this time. Consider alternatives such as: <ul style="list-style-type: none"> <li>○ Recording or live-streaming individual performers in separate locations;</li> <li>○ Including more lessons focused on music appreciation or music theory;</li> <li>○ Choose to play instruments that are lower risk (e.g., percussion or string instruments over wind instruments). Ensure these items are disinfected after each use.</li> </ul> </li> <li>● 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.</li> </ul>	<ul style="list-style-type: none"> <li>● Music teacher will be going to the classrooms (class will not be travelling to the music room)</li> <li>● All safety measures will be in place.</li> <li>● All music guidelines will be followed (no singing, cheering or playing wind instruments)</li> <li>● If shared percussion instruments are required then instruments will be disinfected or quarantined as per safety guidelines.</li> <li>● The music room will not be used at this time</li> </ul>
<i>Library/Learning Commons</i>	<ul style="list-style-type: none"> <li>● The protocol to access library materials and resources will be as follows, based on provincial recommendations: <ul style="list-style-type: none"> <li>○ students and staff will not access directly.</li> <li>○ staff will submit a request for the resources</li> <li>○ a library staff member wearing a mask and gloves will pull the resources</li> <li>○ the resources will be disinfected and then delivered to the classroom</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Library teacher will be going to the classrooms (class will not be travelling to the library)</li> <li>● All safety measures will be in place.</li> <li>● Whole class read alouds &amp; individual reading during Library time will be done via tumblebooks, RAZ Kids platforms and class libraries.</li> <li>● Rotation of books will be quarantine for 72 hours</li> </ul>

	<ul style="list-style-type: none"> <li>○ inside the classroom, resources will be disinfected after each use by a student</li> <li>○ Store items for 72 hours between use.</li> <li>○ When staff are assigned to work in the library, all hard surfaces and the overall space will be cleaned and disinfected daily according to COVID-19 cleaning standards.</li> </ul>	<ul style="list-style-type: none"> <li>● If chromebooks are needed for RAZkids then safety guidelines will be followed as per disinfecting after each use.</li> <li>● The library will not be used at this time</li> </ul>
<i>Extracurricular Activities, Student Clubs, Field Trips (Local, Provincial, International)</i>	<ul style="list-style-type: none"> <li>● Extracurricular activities, including athletic events/leagues, field trips requiring busing, and all overnight student excursions are postponed. This will be reviewed by September 30, 2020.</li> <li>● Where a student club can meet while maintaining physical distancing they can continue as long as they wipe down touched surfaces. Clubs that cannot maintain physical distancing are cancelled until further notice.</li> <li>● Once Canada lifts travel restrictions and non-essential international travel resumes, international travel programs and international education programs will be reviewed.</li> </ul>	There will be no field trips or extracurricular activities at this time.
<i>Community Use and Joint Use Agreements in Schools</i>	<ul style="list-style-type: none"> <li>● All community use of indoor school space is currently suspended—this is required to support the proper cleaning and disinfecting of the school facility and to limit access to the school by individuals who are not regular members of the school community.</li> <li>● All indoor joint use of schools for community members is currently suspended. School fields, tennis courts and ball diamonds will remain available for community use through the joint use agreement in the evenings and on weekends. The Division will work with joint use partners on an ongoing basis to work toward safely reopening school spaces for community use.</li> </ul>	IREC will not be open for community use at this time.
<i>Student teachers</i>	<ul style="list-style-type: none"> <li>● The Division will continue to support the placement of student teachers.</li> </ul>	Please see and follow the district guidelines in this area.

	<ul style="list-style-type: none"> <li>• Student teachers will be expected to follow all safety and health protocols in place for Division staff and students, including the daily <a href="#">COVID-19 Information Screening Questionnaire</a>. They will not be permitted to attend the school if they have symptoms of illness.</li> </ul>	
<i>School Council Meetings</i>	<ul style="list-style-type: none"> <li>• School council meetings for the 2020–2021 school year may go ahead.</li> <li>• These meetings must follow Alberta Health restrictions for social gatherings as well as the safety protocols and expectations outlined in both the provincial School Re-entry Plan and this school re-entry plan.</li> <li>• Schools will support their school council members to determine if they will hold in-person meetings or online virtual meetings.</li> <li>• Any in-person meeting must adhere to COVID-19 health and safety protocols.</li> </ul>	School Council Meetings will continue in person following all safety guidelines.
<b>Cleaning Protocols</b>		
<i>Hand Hygiene</i>	<ul style="list-style-type: none"> <li>• In addition to hand washing with soap, WCPS will provide appropriate amounts of recommended <a href="#">hand sanitizer</a> in schools and on buses, and hand sanitizing dispensers will be available at each school entry/exit way.</li> <li>• 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.</li> <li>• Proper hand hygiene and respiratory etiquette is required and should be regularly promoted among students and staff.</li> <li>• <b>Required</b> hand hygiene protocols: <ul style="list-style-type: none"> <li>○ Before leaving home, on arrival at school, and before leaving school.</li> <li>○ After using the toilet.</li> <li>○ Before and/or after any transitions within the</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Hand hygiene protocols: <ul style="list-style-type: none"> <li>○ Before leaving home, on arrival at school, and before leaving school.</li> <li>○ After using the toilet.</li> <li>○ Before and/or after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions, etc.).</li> <li>○ After sneezing or coughing.</li> <li>○ Before and after breaks and playground use.</li> <li>○ Before and after eating any food, including snacks.</li> <li>○ Whenever hands are visibly dirty.</li> </ul> </li> </ul>



	<p>school setting (e.g. to another classroom, indoor-outdoor transitions, etc.).</p> <ul style="list-style-type: none"> <li>○ After sneezing or coughing.</li> <li>○ Before and after breaks and sporting activities.</li> <li>○ Before and after eating any food, including snacks.</li> <li>○ Before touching face (nose, eyes or mouth).</li> <li>○ Whenever hands are visibly dirty.</li> </ul>	
<i>High Touch Areas</i>	<ul style="list-style-type: none"> <li>● There will be increased frequency of cleaning and disinfecting of high-touch areas in schools.</li> <li>● Where required, extra custodial time has been added to accommodate this work.</li> <li>● <a href="#">High Touch Areas</a></li> </ul>	<ul style="list-style-type: none"> <li>● Extra custodial time has been added</li> <li>● Cohort spaces will be cleaned after each cohort use</li> </ul>
<i>Bus Cleaning</i>	<ul style="list-style-type: none"> <li>● 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.</li> </ul>	Please see and follow the district guidelines in this area.
<i>Cleaning Workspaces</i>	<ul style="list-style-type: none"> <li>● Materials for staff and students to clean/sanitize their own workspace (desks, shared devices, etc.) will be available in the classroom.</li> <li>● 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.</li> </ul>	<ul style="list-style-type: none"> <li>● Custodial staff will be cleaning after each cohort space use</li> <li>● Teachers will quarantine or disinfect any shared equipment or materials as per safety guidelines</li> </ul>
<b><i>Mental Health/Psychosocial Supports for Students and Staff</i></b>		
<i>Providing Mental Health Support</i>	<ul style="list-style-type: none"> <li>● Staff have access to professional learning on supporting the mental health of students.</li> <li>● Information on accessing mental health resources for students, families and staff is posted on the Wolf Creek</li> </ul>	IREC School Social Worker that will support families in this area is Lorelei Reader. Please contact the school at 403-885-4646 if assistance is needed.

	<p>Inclusive Learning Services Resources for Parents webpage and through the <a href="#">Social/Emotional Supports document</a>.</p>	
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## Options for Parent-directed/taught At-Home Learning (WCPS Virtual Learning Program)

<p><i>What is the Wolf Creek Virtual Learning Program?</i></p>	<p>The Wolf Creek Virtual Learning Program provides opportunities for parents to have access to digital resources, with occasional support from a Lead Teacher, for their children to temporarily bridge at-home learning experiences due to specific COVID-19 concerns related to attending school. Parents will be responsible to lead this work each day with students who participate in this program. Lead Teachers will provide supportive online resources designed to assist parents in leading learning environments within their home while maintaining a connection to their regular assigned school. This bridge will ensure a stronger transition back to the school and classroom when the student is able to do so. This program will operate under Alberta Education’s Shared Responsibility Program as outlined at <a href="#">this link</a>.</p> <p>Unlike emergency at-home learning that took place in the Spring of 2020, the Wolf Creek Virtual Learning Program requires students to participate for a greater number of hours at home to meet the full outcomes of the Alberta Programs of Study. It is important to note that the Wolf Creek Virtual Learning Program will not offer the same direct teacher supports, learning opportunities or regular classroom supports as in-person learning. However, the program will provide a bridging support in cases where a future return to school is planned for later in the 2020-2021 school year.</p> <p>More information on accessing this program can be obtained by contacting your school principal to determine if this opportunity families who find it necessary to have students learn at home due to specific COVID-19 concerns.</p> <p>The <a href="#">Wolf Creek Virtual Learning Program FAQ</a> will assist with some initial questions. After August 25, school administrators will be available to respond to inquiries by specific parents.</p>
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*Time Expectations and Focus Areas within the Wolf Creek Virtual Learning Program for Families*

Wolf Creek Public Schools is committed to offering quality learning experiences at each grade level that lead to high school completion. This program still requires students to meet all the outcomes in the Alberta Program of Studies while learning at home. There will be specific focus areas at the various grade levels to ensure students are moving forward in their learning journey during the 2020-2021 school year.

**Kindergarten**

- A focus on early development skills to develop strong foundational skills for students prior to entering Grade One. Activities will be designed to help children explore, create and play with learning as a foundation within those activities.
- Weekly and Daily Times: **8 to 10 hours** throughout the course of each week.
- Breaks, Lunch and regular, daily physical activity is also necessary to integrate into this time allotment.

**Grade 1 to Grade 3**

- A focus on literacy and numeracy to develop strong foundational skills in letter recognition, reading and writing skills as students progress through Division One.
- Weekly and Daily Times: **12 to 14 hours per week** and/or 3 hours per day.
- Breaks, Lunch and regular, daily physical activity is also suggested to take place beyond this amount of time.
- Optional activities such as Art and virtual field trips will also be provided beyond this amount of time.

**Grade 4 to Grade 6**

- A continued focus on literacy and numeracy at high levels of understanding, comprehension and complexity to prepare students for older grade level expectations in core areas such as Math, Language Arts, Social Studies and Science.
- Weekly and Daily Times: **16 to 20 hours per week** and 4 hours per day.
- Breaks, Lunch and regular, daily physical activity is also suggested to take place beyond this amount of time.
- Optional activities such as Art and virtual field trips will also be provided beyond this amount of time.

**Grade 7 to Grade 9**

- A focus on core academic programs in Math, Language Arts, Social Studies and Science in order to prepare students for entry to future high school programs through a solid foundation is key. There will be no complimentary (options) courses provided.
- Weekly and Daily Times: **20 to 25 hours per week** and 5 hours per day.
- Additional time may be required to complete work in core subjects that require more research, writing or practice/remediation.
- Breaks, Lunch and regular, daily physical activity is also suggested to take place beyond this amount of time.
- Optional activities such as Art and virtual field trips will also be provided beyond this amount of time.

**Grade 10 to Grade 12**

	<ul style="list-style-type: none"> <li>• An academic program that mirrors course content the student would be enrolled in at the high school level to assist with acquiring the course learning experience and prerequisite skills to continue into high school courses at the academic level of the student. Complementary (CTS) Courses will be limited with a stronger focus on core courses. Upon re-entry into the regular high school program some courses may continue to be completed online while other courses may switch to direct classroom instruction.</li> <li>• Weekly and Daily Times: <b>Up to 30 hours per week</b> and typically over 5 hours per day depending on the nature of the course load.</li> <li>• Additional time may be required to complete work in core subjects that require more research, writing or practice/remediation.</li> <li>• Breaks, Lunch and regular, daily physical activity is also suggested to take place beyond this amount of time.</li> </ul>
<p><i>What is Homeschooling and how is it different?</i></p>	<ul style="list-style-type: none"> <li>• Homeschool Programs require the parent to be completely in charge of the student learning plan having the primary responsibility for planning, managing, providing, evaluating and supervising their child’s course of study while developing a home education plan to meet the learning outcomes. This plan must adhere to the provincial <a href="#">Home Education Regulation</a>. Details are available in the <a href="#">Home Education Handbook</a>.</li> <li>• Wolf Creek does not currently maintain a homeschooling program within the Division but utilizes a connected school approach for parents to work with local schools.</li> <li>• Parents that wish to access a home school program are referred to agencies outside of Wolf Creek that operate these programs. These can be found through consultation with the <a href="#">Alberta Home Education Association</a>.</li> </ul>
<p><i>Parent Responsibilities in Home School Programs with Outside Agencies</i></p>	<ul style="list-style-type: none"> <li>• Parents have four key responsibilities: <ul style="list-style-type: none"> <li>○ Submit a home education plan (HEP) that meets the Home Education Regulation requirements.</li> <li>○ Submit a mid and a year end written summary of the child’s progress toward the learning outcomes identified in the HEP.</li> <li>○ Provide dated samples of the child’s learning in all of the subject areas identified in the HEP (minimum of 4 core subjects).</li> <li>○ Attend student progress review meetings with the child twice yearly with the Home-based Coordinator.</li> </ul> </li> </ul>

## Plan Updates

All Wolf Creek schools have been given guidelines to prepare for Scenario 1, and will make adjustments based on their unique school community and physical layout of each school.

**Please note that this plan may be updated in response to changes directed by Alberta Education.** Any changes in the school re-entry scenario will be

determined by Alberta Health and Alberta Education with information on local school-based and zone information. We will remain in communication with the Alberta government and will continue to follow its advice.

## Resources

*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](#)

# Appendix - A

## ***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

## ***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.

## ***Parent/Student Support: Guide and Videos***

Parents and students can use the following resources to prepare for the new school year.

The [2020/21 Parent Guide](#) contains steps parents and students should follow to reduce the risk of COVID-19 in schools.

## ***Videos - Returning to school safely***



[https://www.youtube.com/watch?time\\_continue=2&v=GLaj98wmgRc&feature=emb\\_logo](https://www.youtube.com/watch?time_continue=2&v=GLaj98wmgRc&feature=emb_logo)

[https://www.youtube.com/watch?time\\_continue=2&v=CwYmS-P3Nn0&feature=emb\\_logo](https://www.youtube.com/watch?time_continue=2&v=CwYmS-P3Nn0&feature=emb_logo)

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](http://alberta.ca/COVID19).

### ***Quarantine and Isolation***

Alberta Chief Medical Officer of Health (CMOH) Order 05-2020 has several legal requirements for quarantine and isolation (please see the table below).

<b><i>Quarantine</i></b>	<b><i>Isolation</i></b>
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.	The isolation period for people who have symptoms (but not diagnosed with COVID-19) is 10 days or until symptoms resolve, whichever is longer.



# Appendix - B

## COVID-19 Cases in School

The following guide summarizes the practices, procedures, roles and expectations in the event of cases of COVID-19 in a school. The complete guide can be viewed in the Alberta Government's [COVID-19 IN SCHOOL \(K-12\) Setting: A resource guide for schools before, during, and after a COVID-19 outbreak.](#)

### **Standard Practice: If there are NO CASES in a school**

Schools continue health and safety measures including class cohorting, physical distancing, mask wearing for students in grades 4-12, and daily health checks at home of students and staff.

### **Symptomatic Individual(s): NO CONFIRMED CASES, but one or more people with symptoms**

Symptomatic students will be isolated from others, and parents called to pick up the symptomatic student. If staff are symptomatic, they would immediately leave to isolate at home. **Symptomatic students or staff should complete the [AHS Online COVID-19 Self-Assessment Tool](#) to see if a test is required.** Isolation of 10 days is required or when symptoms resolve, whichever is longer.

### **Alert: If there is ONE (1) confirmed case in a school (with or without symptoms)**

The school will be put on Alert Status by Alberta Health Services. Schools will be in contact with the Division office to notify of a confirmed case. Record keeping will be shared with AHS to ensure contact tracing. **If required, an Alert message will be shared to inform school parents/guardians of one case in the school and actions being taken, while protecting the identity and privacy of the individual.** Continued learning will be supported for students in self-isolation. The individual with the confirmed case of COVID-19 will self-isolate according to Alberta Health Isolation Guidelines.

### **Outbreak: If there are TWO (2) OR MORE confirmed cases in your school setting (staff/child) within a 14 day period (one incubation period) OR two or more confirmed cases (staff/child) that are epidemiologically linked**

Schools and the school district are to work collaboratively with AHS Public Health under the authority of the Zone Medical Officer of Health/designate in order to manage their outbreak status and adhere to any recommendations or orders provided by the Medical Officer of Health/designate. This includes: contact tracing, communication to parents/guardians informing of a school outbreak and actions being taken, while protecting individual information and privacy. Individuals with the confirmed case of COVID-19 will self-isolate according to Alberta Health Isolation Guidelines. Schools will be in contact with the Division office to notify of confirmed case(s). **Decisions on the need for alternate instructional delivery plans or school closures will be made by the Government in conjunction with local officials.**

### **Public Reporting: If there are FIVE (5) OR MORE confirmed cases in the outbreak at your school setting, the outbreak at your school will be publicly reported on the Alberta Health outbreak website**

Schools, school districts and AHS will continue with all roles and responsibilities under Outbreak. Public health measures for outbreak management are at the discretion of the Zone MOH; **decisions on the need for alternate instructional delivery plans or school closures will be made by the Government in conjunction with local officials.** The Zone MOH may make recommendations or provide orders to effectively control the outbreak. These recommendations will be based on the number of active COVID-19 cases in the school and the risk of ongoing transmission, as determined by the public health investigation. Schools will be in contact with the Division office to notify of confirmed case(s). AHS can answer applicable questions from parents/guardians, the school or other partners involved in the outbreak. Public or media questions should be redirected to Alberta Health at this time.