



Grande Cache Community High
&
SonRise Christian Program Re-Entry
Plan
2020-2021

Information for Staff, Parents & Guardians

- ❖ Please note this plan is a living document and may change as regulations and conditions change.
- ❖ Black font indicates the GYPSD entry plan.
- ❖ Maroon font indicates GCCHS/SR entry plan.

GGCHS & SonRise In-school Classes	
Daily Health Check for Students and Staff	<ul style="list-style-type: none"> • Before leaving home, staff, children/students, visitors, and volunteers who will access the school for work or education, must self-screen for symptoms each day before they leave for school using the Alberta Health Daily Checklist. • The screening tool will be sent via email to all parents and staff before school starts. • On the first day of school, a laminated copy of the tool will be given to every student and should be referred to daily before your child is sent to school.
Transportation	
	<p>Buses</p> <ul style="list-style-type: none"> • Children/students will not board the bus if they have symptoms of COVID-19. Be sure that the self-screening tool has been used each day prior to leaving for the bus. • Bus Drivers will use a face shield when loading or unloading students from the bus. • As much as practical, children/students start boarding from the back seats to the front of the bus. • Students will be assigned seats and students who live in the same household will be seated together. • As much as practical, students start disembarking from the front seats to the back of the bus. • 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.

	<ul style="list-style-type: none"> ● A vehicle cleaning log will be kept by each driver. ● All children/students must perform hand hygiene (hand sanitizer) when entering the bus. Hand sanitizer will be available. ● Each school bus will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations. ● No sharing of personal items (food, toys, water bottles, phones, etc.)
<p>Students Driving to School</p>	<ul style="list-style-type: none"> ● Students should only have people from their household in the vehicle with them. ● Students will maintain 2 metres physical distance between all people (except household members) in an area determined by the school (field/paved play area, etc.).
<p>Pick Up and Drop Off</p>	<ul style="list-style-type: none"> ● 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. ● 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 ● The doors will be designated one-way entrance or exit doors. ● Staggered entry and exit for grades 9-12 <ul style="list-style-type: none"> ○ Grades 9-12 will enter and exit the main front doors at 10-minute intervals to allow the hallway to clear before next grade can enter the building. See High School Bell Schedule 2020-2021 ○ All doors will remain locked, and staff will allow students into the building beginning 10 minutes before class starts. ○ The next grade will not be allowed to enter the building until the grade in front of them starts their class. ○ Students are to ensure they are socially distancing (2 metres apart) while they are waiting to enter the building.

	<ul style="list-style-type: none"> ○ Students are discouraged from congregating together in common areas and must go directly to the classroom after picking up their supplies from their lockers. ● SonRise classes staggered entry and exit. <ul style="list-style-type: none"> ○ Grade 2/3 will enter through the end of the SonRise hallway doorway at 8:25 am and leave at 2:55 pm. ○ Kindergarten/Grade 1 class will enter through the main Sonrise door at 8:25 am and leave at 2:55 pm. ○ Suggested drop off is the side parking lot between the school and the rec centre. You may drop off your children at the main doors, but they must proceed directly to the SonRise entrances. ○ Grade 5/6 class will enter through the main Sonrise Door at 8:30 am and leave at 3:00 pm. ○ Students should wait for their entrance in socially distanced lines which will be taught to them by SonRise teachers on the first day of school. ● Kindergarten class will not start till Wednesday, September 9 so that we can get the grade 1's into a routine so they can be role models for the kindergarten students. ● All students who arrive late will have to report to the main office for admittance. <ul style="list-style-type: none"> ○ Students and parents are strongly encouraged to get to school on time, so it limits mixing between cohorts. ○ Students will ring the doorbell so the office staff can let them in. ○ Students will use the hand sanitation station outside the office door. ○ Students will sign into the school late binder using their own pen.
Entry Protocols	
Stay at Home when Sick	<ul style="list-style-type: none"> ● Stay at home if exhibiting symptoms of COVID-19 that are not related to a pre-existing illness/health condition.

<p>Hand Hygiene and Safe Practices</p>	<ul style="list-style-type: none"> ● Everyone entering the classroom must perform hand hygiene. ● An emphasis will be placed on hand hygiene, respiratory etiquette and physical distancing as much as possible while in classrooms. ● Students and staff will wipe their workspace such as desks, Chromebooks, etc. before and after using. Younger students may require help from the teacher or education assistant. ● Staff supervising to ensure students sanitize hands when entering and leaving the building. Staff will also supervise students washing hands when entering and leaving the classroom. ● Each classroom will have hand sanitizer and will be equipped with a sink with soap available. ● All students will sanitize before and after eating snacks. ● Signage posted to remind students of the correct procedure for washing hand. ● Staff in Sonrise to review how to wash your hands appropriately.
<p>Physical Distancing</p>	<ul style="list-style-type: none"> ● Everyone in the school shall maintain 2 metres physical distancing whenever possible. ● Schools will use a variety of visual cues (posters and arrow/standing-dot floor markers) to help students maintain physical distancing within the school. ● Where physical distancing is not possible, extra emphasis on cohorting, hand hygiene, respiratory etiquette, not participating when sick and cleaning and disinfecting on a regular basis before and after activities will be implemented. ● All students asked to eat lunch at home with the exception of Sonrise, inclusive education and bus students. ● Parent-teacher interviews and ISP meetings will be virtual either by phone or google meet. ● The high school student lockers have been assigned to allow for social distancing between students in the same grade spread out through different hallways. i.e. 9, 10, 11,12, 9, 10, 11, 12. ● SonRise lockers will be spaced out as much as physically possible.

	<ul style="list-style-type: none"> ● SonRise boot room will not be used; instead, students will keep their outdoor footwear outside their lockers. A floor covering will be purchased to keep floors clean. ● All furniture removed from the lobby space in the valley and the SonRise common area. ● Only one student allowed out of each classroom at a time to use the washroom. ● The students will not have direct access to the library. Arrangements will be made with the library to have access to books via a cart coming to the classroom, and all safety protocols will be in place to ensure it is safe for students. ● Office procedures <ul style="list-style-type: none"> ○ The main office door will remain locked. Please knock for admittance. ○ Only two people beside the regular office staff are allowed in the office at a given time; this includes the colour photocopier. ○ Staff, please do not send students to the office for supplies. If it is necessary, phone ahead and we will leave the supplies outside the door.
<p>Cohorts</p>	<ul style="list-style-type: none"> ● Cohorting limits exposure to others and aids in contact tracing if needed. ● Each class will be considered a cohort and efforts to maintain physical distancing even within a cohort will minimize the risk for disease transmission. ● When interacting with people outside the cohort, maintain physical distancing of 2 metres. ● Every effort will be made to limit the number of cohorts that each student is part of. ● In JK programs, cohort maximum is 30, including staff. ● High school moving to the quarter system with one class in the am and one class in the pm. Students will have a maximum of 3 classes per quarter. ● SonRise classes are already small and will not mix between classes. <ul style="list-style-type: none"> ○ Assemblies will now be monthly and will be virtual with students remaining in their class. ○ During recess, students will be encouraged to play in their cohorts in Area A , Area B and Area C ○ The staff will remind students to social distance as much as possible when playing.

	<ul style="list-style-type: none"> ● All community use activities in high school are postponed until further notice. ● Grade 12 students may take two five-credit spares upon approval of the academic counsellor, or the principal and their parents provided they are in a comfortable position to graduate. ● Grade 11 students may take one five-credit spare upon approval of the academic counsellor, or the principal and their parents provided they earned a minimum of 40 credits in grade 10 and passed all their core subjects at the grade 10 level.
<p>Signage</p>	<ul style="list-style-type: none"> ● Each school will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations. ● All school doors will have COVID-19 signs posted to indicate that anyone with symptoms cannot enter the school. ● Outside painted arrows on sidewalks and staircases to indicate the flow of traffic. ● Signage posted <ul style="list-style-type: none"> ○ to indicate the side of the hallways to walk on ○ 2 meters apart through the school to remind students to social distance ○ Proper etiquette for washing hands at all sinks ○ Enter only/exit only signs
<p>Engineered and Administrative Controls in Schools</p>	<ul style="list-style-type: none"> ● School offices will be equipped with a Plexiglas divider to protect visitors and staff from potential exposures. ● Directional arrows will be posted in each school to support physical distancing. ● Schools may designate different entrances and exits for different classes of students. ● Schools may post-occupancy limits for bathrooms, common areas and meeting rooms to allow physical distancing. ● All rugs/soft surfaces that cannot be cleaned and sanitized have been removed from classrooms. ● Microwaves will be removed from all classrooms.

	<ul style="list-style-type: none">● Schools may remove unnecessary furniture from classrooms.● A number of plexiglass shields are available for use for students working at teacher desks and with an EA and working in groups.● Office staff have plexiglass shields.● Face Shields available for staff use.● There will be a maximum of two students per bathroom.
High Touch areas	<ul style="list-style-type: none">● There will be an increased frequency of cleaning and disinfecting of high-touch areas in schools.● Where required, extra custodial time has been added to accommodate this work.● The following high touch items will not be used in schools except as needed in Foods classes: refrigerators, microwaves, dishwashers and vending machines.● There will be no use of school cutlery, cups, dishes, etc. except as needed in Foods classes.● All food sales, including cafeterias, hot lunch programs, bake sales are cancelled.● School Nutrition Programs are limited to pre-packaged food.● Grab and go breakfast program.<ul style="list-style-type: none">○ Students eat in their first class of the day.○ Items delivered to the class.○ All items are prepackaged.● An on-site custodian will be in the building all day to do frequent cleaning of high touch areas.<ul style="list-style-type: none">○ Bathrooms○ Door handles○ Water fountains etc.○ Desktops○ Shared equipment○ Common areas○ Photocopiers

<p>Visitors to School</p>	<ul style="list-style-type: none"> ● No one should enter the school if they are ill. (Complete the self-assessment tool) ● Follow all instructions of AHS and the school. ● Only required visitors can attend the school. ● A record of all visitors will be kept at each school. ● The number of schools that substitute teachers will work in will be limited as much as possible. ● All exterior doors will be locked throughout the day. ● A doorbell will be installed to alert staff we have visitors. ● A sign will be posted on the main door instructing delivery personnel and visitors to knock on the office window for access. All parent visitors must have an appointment to enter. ● Parents/guardians will be permitted to attend the school if they are required (e.g., to collect a child who is ill or injured). ● All visitors must sanitize their hands before entering and leaving the building.
<p>Masks</p>	<ul style="list-style-type: none"> ● As directed by the Chief Medical Office, GYPSD will implement mandatory masks for students from Grade 4 - 12 and for all staff in settings where physical distancing cannot be maintained. ● As outlined in provincial guidelines, K–3 students who are physically, psychologically, or developmentally able to wear a mask will be encouraged to do so. ● Individuals who are physically, psychologically, or developmentally unable to wear a mask, or protected under the Alberta Human Rights Act, may be excused from this protocol. ● Any person unable to wear a mask for the reasons stated above is required to provide a note from a medical professional. ● Care should be taken to ensure guidance on non-medical mask use is followed, and masks are used correctly and safely. ● Practices such as physical distancing, cohorting, hand washing, staying home when sick and increased cleaning of surfaces continue to be the priority of public health measures. ● Please follow the correct procedure for wearing a mask.

	<ul style="list-style-type: none"> ○ Wash hands before putting on and after taking off a mask. ○ Do not touch the mask with your hands. ○ Ensure the nosepiece is pinched for a tight seal. ○ Wash masks daily if they are reusable. ○ Parents, please practice this with your children before they come to school.
Expectations for Shared use of Items/Materials	<ul style="list-style-type: none"> ● Absolutely no sharing of personal items will be permitted (pencils, crayons, erasers, toys, water bottles, books). ● When school items/materials must be shared (Chromebooks, Manipulatives, CTS shop equipment, badminton racquets, etc.) it must be cleaned and disinfected after each use. ● Teachers will provide instruction around shared equipment in all classes on the first day of school.
Personal Belongings	<ul style="list-style-type: none"> ● All students and staff are encouraged to use a backpack for all personal belongings. ● 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. ● 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.
Electronic Devices	<ul style="list-style-type: none"> ● Students are encouraged to - bring your own devices (BYOD). ● Personal devices are to be stored with student personal belongings.
Responding to Illness	<ul style="list-style-type: none"> ● The zone medical officer of health will work with school authorities to quickly identify cases, identify close contacts, create isolation measures when needed, and provide follow-up recommendations. ● A COVID-19 case may 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.

	<ul style="list-style-type: none"> ● 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. ● GYPSD 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 Minister of Health. ● The meeting room next to the office will be used to isolate the child until pick up can be arranged. If it is busy, the student workroom shall function as an isolation space.
<h3 style="background-color: #800000; color: white; padding: 5px;">Classes and Programming</h3>	
<p>Instruction</p>	<ul style="list-style-type: none"> ● In September, the initial focus for students, who return to physical classrooms, will be on their social/emotional needs and administering screening tools to identify gaps in learning. ● Kindergarten education in Alberta is not mandatory. Given that our early learning and Kindergarten programs are play-based and focused on socialization, a virtual program is not available. Kindergarten students will have the option for on-site learning or to join us in Grade 1.
<p>Class Composition</p>	<ul style="list-style-type: none"> ● Class sizes will be similar to previous years as there is no additional funding to hire more teachers. ● Where 2 metres is not possible between desks, they will be separated by the greatest possible spacing in each classroom. ● Teachers will have and follow seating plans for all classes ● 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.

	<ul style="list-style-type: none"> ● Each class will be considered a cohort and interaction between cohorts will be minimized. ● 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. ● Within each cohort (classroom), students will maintain the greatest physical distancing possible to minimize the risk for disease transmission (i.e., spacing between desks).
Student Movement	<ul style="list-style-type: none"> ● Where possible, teachers will move between classrooms and students will remain at their desks. ● Hallway protocols are developed to ensure students remain a safe distance apart while moving throughout the building ● Teachers and staff will reinforce protocols posted in each school re: (promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations.) ● Arrows will be placed in the hallways to control the direction of traffic.
Cleaning Workspaces	<ul style="list-style-type: none"> ● Materials for staff and students to clean/sanitize their own workspace (desks, shared devices, etc.) will be available in the classroom. ● 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. ● Disinfectant available to use in every classroom for immediate use as needed. ● The on-site custodian in the building will clean classrooms over the noon hour. ● Cleaning in between equipment use in shop areas ● All high school classrooms will sanitized during the lunch hour before the next class arrives. ● SonRise classrooms cleaned before and after snack times and lunch.
Breaks	<ul style="list-style-type: none"> ● Snack, lunch, recess, and class change breaks will be staggered in each school to maintain physical distancing among children/students. ● Only one student will be allowed out of a class at a time at the high school level as directed by the teacher to use the washroom.

	<ul style="list-style-type: none"> ● Breaks will be built in during the morning; however, students will remain in the classroom. ● There will be no whole class breaks where students will be allowed to leave the classroom.
Using Playground Equipment	<ul style="list-style-type: none"> ● Playgrounds will not be open during school time until further notice.
Physical Education	<ul style="list-style-type: none"> ● When possible, physical education will take place outside and will follow the Guidance for Sport, Physical Activity and Recreation. ● Teachers will choose activities or sports that support physical distancing (e.g. badminton over wrestling). ● Locker rooms and change rooms: <ul style="list-style-type: none"> ○ Elementary and middle school students will not change for Physical Education classes. ○ Schools will develop change room protocols for high school students that will reflect time and space availability. ○ Lockers may not be available for use.
Music Instruction	<ul style="list-style-type: none"> ● No singing or playing wind instruments in elementary and middle school. ● Strict protocols to maximize student safety will be in place for high school music/band classes.
Option Courses	<ul style="list-style-type: none"> ● Where Alberta Health Services (AHS) recommendations and guidelines can be followed (i.e. cleaning, physical distancing, cohorting, etc.) these courses will continue to be available to students. ● 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

	<ul style="list-style-type: none"> • Foods 20/30 classes will be only offered in the last quarter of the school year as long as conditions change to allow for safe use of the kitchens by groups of students. Foods 9 and 10 will be cancelled for the year. The guidelines are too stringent to allow us to offer a well-rounded program. • Cosmetology classes will proceed with social distancing and students working on mannequins. • ELITE and Construction Tech classes will operate with social distancing measures and sanitation of equipment between use. • The fitness centre will only be available for fitness/PE classes. The teacher will teach strict disinfecting measures in between uses.
Extracurricular Activities and Field Trips	<ul style="list-style-type: none"> • Extracurricular activities, field trips requiring busing, and all overnight student excursions are postponed. This will be reviewed as the year progresses.

Alternate Education Programming Options

What is Virtual Education?

- All virtual education will be parent led and supported by a certificated Grande Yellowhead and/or Alberta Distance Learning teacher.
 - Virtual education is the online and/or print delivery of student programming by Grande Yellowhead and Alberta Distance Learning teacher to students who are at home. Unlike the remote learning implemented in the spring, all outcomes from each course will be taught in virtual education just as they are with in-school classes. It should be noted that virtual education might not mirror in-class instruction.
- Virtual Education in Grades 1 through Grade 12:**
- Learning materials will be virtual; however, a print version may be requested.
 - Print material will be distributed and deposited (on completion) from the local school.

	<ul style="list-style-type: none"> ● Teacher support is available during school hours online (email and Google Meet) or in person, through appointment only. ● Students registered for virtual education will require a laptop/Chromebook connected to the internet as well as a working camera/microphone.
<p>Student and Parent Responsibilities</p>	<ul style="list-style-type: none"> ● Students and parents are expected to be engaged in both online and offline learning processes. ● Students are responsible to: <ul style="list-style-type: none"> ○ Submit attendance daily ○ Engage both online and offline ○ Attend online sessions as scheduled ○ Ask the teacher questions as needed ○ Submit assignments and assessment according to schedules developed by their teacher ● Parents and guardians are responsible to: <ul style="list-style-type: none"> ○ Ensure students have a device connected to the internet with a working camera and microphone to complete their coursework ○ Support students by ensuring they have the space, tools and time to complete coursework as assigned. ○ Encourage their child to connect with the teacher when they have questions ○ Connect with the teacher as needed to support their child's learning
<p>Does Virtual Education lead to a High School Diploma?</p>	<ul style="list-style-type: none"> ● Yes, all required courses for a high school diploma completed through virtual education lead to an Alberta High School Diploma as distance education/learning at home are taught by a certificated teacher and follows the Alberta Education Programs of Study.

<p>Can a Student Switch to In-school Classes?</p>	<ul style="list-style-type: none"> • If the virtual, learn-at-home option is not meeting your child's needs, re-entry to traditional learning can occur at any time during the school year. • Parents will need to provide the principal a week's notice of their decision to return to traditional in-class learning so that teachers can prepare to welcome the child back to the classroom the following Monday. • Students in high school courses may be required to wait until the beginning of a new semester or quarter, but all decisions will be made in collaboration with the high school principal.
<p>Electronic Devices</p>	<ul style="list-style-type: none"> • Each student enrolled in virtual education will require their own device (a Chromebook, laptop or computer) connected to the internet with a working camera/microphone in order to participate. Parents/guardians are responsible to ensure that their child has a device.
<p>Non-core Courses</p>	<ul style="list-style-type: none"> • The decision to provide instruction in non-core courses will be made at the end of August and will be dependent on the number of students who are enrolled in distance education.
<p>Provincial Testing</p>	<ul style="list-style-type: none"> • GYPSD will not be participating in optional provincial assessments (PATs) for the 2020/21 school year.
<p>Work Experience/RAP</p>	<ul style="list-style-type: none"> • Work experience and RAP will resume. Schools that plan to offer work experience will work with the Division Occupational Health and Safety team to make sure all placements have appropriate COVID-19 safety protocols in place.
<p>School Council Meetings</p>	<ul style="list-style-type: none"> • School council meetings for the 2020–2021 school year will proceed. 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 COVID-19 Division Re-entry Strategy. Schools will support their school council members to determine if they will hold in-person meetings or online virtual meetings.

Support for Students and Staff

Providing Mental Health Support	<ul style="list-style-type: none">• Staff have access to professional learning on supporting the mental health of students through the Division Psychologist and Family School Liaison Counselor (FSLC).• Information on accessing mental health resources for students, families and staff is posted on the Grande Yellowhead Mental Health & Wellness site and the GYPSD website.
Supporting Students with Special Needs	<ul style="list-style-type: none">• Returning to school can cause additional concern or anxiety for families of students with special needs. Families need to know we are taking steps to support them. <p>This includes:</p> <ul style="list-style-type: none">• Working with Alberta Health Services on COVID-19 safety protocols for some of the complex medical interventions and supports some students require, to keep both students and staff as safe as possible.• Adding COVID-19-specific strategies as needed to student-support plans, such as Instructional Support Plans (ISPs), Medication Management Plans or Individual Student Behaviour Plans.

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](#)