



2020-21 Vauxhall Jr./Sr. High School RE-ENTRY PLAN

This plan has been developed in conjunction with the VHS staff as well as guidelines provided by the Province of Alberta <https://www.alberta.ca/guidance-documents.aspx> and Horizon School Division <https://www.horizon.ab.ca/>

STAGGERED START TO THE SCHOOL YEAR:

In order to prepare and be able to meet and train students in regards to the new Covid-19 school procedures, Vauxhall Jr./Sr. High School will be having a staggered start to the school year.

High School students will start school and attend on Monday, Tuesday and Friday (August 31, September 1, and September 4). They will not attend, with the exception of grade 12's, on Wednesday and Thursday (September 2, and September 3).

Junior High students will start on Wednesday and Thursday (September 2 and September 3) with ALL students attending on Friday.

In regards to grade 12 students, we thought it best for their attendance each day as it would reduce our teachers and our grade 12's stress with the huge time commitment from both to prepare for the amount of curriculum that needs to be covered especially in diploma exam courses.

Category	AHS/ Horizon Directives	Vauxhall Jr./Sr. High School Plan
General Building Safety	<ul style="list-style-type: none">• Schools must develop procedures that outline hand hygiene and cleaning requirements for schools and should address:• Placement of hand sanitizer containing at least 60% alcohol content (or a non-alcohol-based hand sanitizer approved by Health Canada) in entrances, exits, classroom entrances, high-touch equipment such as microwave ovens and vending machines and other high traffic areas.• Students will be required to wear masks in common spaces, including	<ul style="list-style-type: none">• All Visitors and Service personnel must enter through the Front Doors, wear a mask, and apply hand sanitizer. They must also check-in at the office before being cleared to further enter the school. All visitors and service personnel must sign in and out of the building. Visitors must be invited to the school.• All students must enter through the front doors or through the entrance by the gymnasium. Social-distancing expectations are in-place which means that they must wait in line 6 feet apart until they have sanitized their hands at the sanitization station at the entrance. This must be done EVERY TIME someone enters into the school.

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school buses and hallways. Masks will not be mandatory in classrooms if teachers and students are working quietly at their desks, except when they are interacting while working closely together.

- When students are lining up to enter the school they are asked to put on their masks. This way the bus students can line up as they will already be masked. (Two reusable masks will be provided to each student and staff member. Bus drivers will provide at least one of the masks to students that they transport to and from school). Students arriving from the bus should leave their mask on.
- Staff may also enter the school via the junior high wing entrance, they are expected to use the provided hand sanitizer and put on their masks as they enter the building and go into their classrooms.
- Upon sanitization and masking, students will follow the directional arrows on the floor, go to their lockers, while ensuring social distance (eg: don't walk within 2 metres of someone who is at their locker) and then they must then report to their first period class promptly.
- Hand sanitizer stations will be at every classroom entrance. Students/ staff are expected to sanitize upon entry to the classroom.
- Students must hand sanitize before and after using the vending machines.
- Sharing of supplies, etc. by students/staff is discouraged as much as possible. If items are shared, they must be disinfected between uses.
- Students/ staff are expected to follow hallway guidelines of one-way traffic as indicated, physical distancing of 2 m is required and to not touch unnecessary surfaces.
- Students and staff will be required to wear masks in common spaces, including school buses, the gathering area, at their lockers and the hallways.
- Staff will use masks when unable to keep social distance in the classroom. If a student needs direct

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		<p>help at their desk, both parties will be required to wear masks. Alberta Education will be providing 2 re-usable masks per child. The school will have a limited supply of paper masks available when needed.</p> <ul style="list-style-type: none"> • Sanitization supplies will be available in every classroom. Students will be required to sanitize their learning station prior to leaving the room if another student will be using that station. With the use of cohorting, we will minimize instances where this will happen. • Custodial services have been added to disinfect and sanitize high touch surfaces throughout the day.
<p>Screening</p>	<p>Schools must keep records of children’s known pre-existing conditions. If a child develops symptoms that could be caused by either COVID-19 or by a known pre-existing condition (e.g., allergies), the child should be tested for COVID-19 to confirm that it is not the source of their symptoms before entering or returning to school.</p>	<ul style="list-style-type: none"> • The office will keep a record of student symptoms when parents call-in. We will have on record any prior medical conditions. • Staff who receive notice of student illness from a parent will send it to the office so all information is coordinated. • Families will be provided with a copy of the screening tool with the expectation that it will be completed on a daily basis.
<p>Cohorting</p>	<p>A cohort is defined as a group of students and staff who remain together. The size of the cohort will depend on the physical space of the classroom or learning setting. At least 2 metres of physical space, where possible, should be maintained between desks.</p> <p>All teachers must ensure students have assigned seating</p>	<ul style="list-style-type: none"> • For the initial start up of school, the advisory/flex block will not occur before the lunch break. Instead, we have added 4 minutes to each class. As soon as we are able, hopefully by semester 2, we will resume our advisory/flex period. Students are still assigned to advisors but they will be one of their current teachers in order to follow cohorting guidelines. Each advisor will check in on the well-being of the students. • Students are encouraged, if they need help with class work, to make arrangements with teachers. • Where possible, classes have been cohorted in order to maintain physical distancing. In the junior high we



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		<p>will utilize grade cohorting for class and encourage the same for lunch time.</p> <ul style="list-style-type: none">● Grade 7, 8, and 9 are small and built ideally to cohort within each grade. We also are looking at smaller class sizes in high school core and option classes.● Assigned seating will be mandatory in all classrooms.
Drop-off/ Pick-up expectations	<p>Schools must develop procedures for drop-off/pick up that support physical distancing where possible of 2 metres between all persons (except household members).</p> <p>Schools should consider staggering the start and end of the school day to reduce the number of students in hallways and common areas:</p> <ul style="list-style-type: none">● Upon arrival of school students should remain on buses until they are signaled to disembark by school staff● Students should head straight to their classroom upon entering the school● Reduce unnecessary time student spend at school before and after classes● Reduce usage of communal gathering areas	<ul style="list-style-type: none">● Students and essential visitors may only enter through the main doors.● Busses will be waved in one at a time to reduce the amount of students entering through the main doors at one time. Busses drop off at the elementary school first and then pull around to the sidewalk at the front door of VHS. If two busses pull up to the front of the school the second bus will wait to open their door until the first bus has unloaded their students.● Students will be required to wear a mask if they are riding a bus.● If a student is being picked-up from the school, we ask that parents call the office to notify that they have arrived and the student will be informed and signed out at the office.● When students are dropped off during school hours, we ask that parents phone the school to provide information as to why the student is late so it can be recorded. The student should sanitize when they enter and report to the office that they are now present.● Dismissal times will be staggered for cohort groups at the end of the day and different doors for exit will be assigned to each grade (cohort).
Expectations for visitors and other service	<p>The public should not enter the school if they are ill.</p> <p>Parents/guardians can attend the school if they are required.</p>	<ul style="list-style-type: none">● All visitors & service providers to the school should make an appointment prior to coming whenever possible. Upon entering, everyone must sanitize at the entrance station & check into the office. The secretary



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providers entering the school	<ul style="list-style-type: none">• When a visitor enters the school they should be asked to use the self screening tool (see Appendix C) before they enter the school.• If a visitor answers YES to any of the questions, the individual must not be admitted into the school.	<p>will record this information. Visitors & service providers must also report when they are leaving.</p> <ul style="list-style-type: none">• Visitors & service providers are asked to report to the office so that office staff can ensure they have been screened with the self-assessment tool. They may not be aware of the tool so the secretaries will ask the screening questions to determine if they will allow their entrance into the school.• There will be limited access to areas of the school, students will be called to the office if they are needed by a parent.
Expectations for shared use equipment	<p>Equipment that must be shared must be cleaned and disinfected before and after each use.</p>	<ul style="list-style-type: none">• Students will not be permitted to share or borrow materials from other students. When it is necessary that an item will be shared, the teacher will disinfect the item prior to giving it to the student.
Risk mitigation for high traffic areas in school facilities	<p>Schools should institute controls to promote physical distancing between all attendees in areas in and outside of the classroom, including hallways, washrooms, and common areas.</p> <p>Students and staff must wear masks in common areas.</p>	<ul style="list-style-type: none">• Directional arrows will be followed by staff and students in the hallways.• Student lockers will be assigned according to cohorts (grades) with 2 to 3 meters between each cohort.• Students and staff MUST wear masks in common areas such as halls, bathrooms, and the gathering area.• We are looking at separate breaks for some classes to ease congestion in the hallways. Examples include: junior high students go to locker after period 1 and 3 in the morning and periods 5 and 7 in the afternoon. High school students can go to lockers after period 2 in the morning and after period 6 in the afternoon.
Auxiliary Spaces	<p>Gymnasiums can be used to deliver physical education programming.</p>	<ul style="list-style-type: none">• Gym classes will follow guidelines of social distancing, cohorting, using outdoor spaces, sanitizing shared items and participating in activities that support physical distancing.



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	<p>When possible physical education should be done outside instead of inside as the risk of transmission is more likely to occur indoors rather than outdoors.</p> <p>Administrators and teachers should choose activities or sports that support physical distancing (e.g. badminton over wrestling).</p> <p>School assemblies or other large gatherings (e.g., concerts or dances) should be avoided virtual options should be offered instead of in person gatherings.</p>	<ul style="list-style-type: none">● Students will be asked to be prepared for class ahead of time as space is limited in the change rooms.● The PE curriculum will be adjusted to meet health requirements. Teachers will plan physical activities that do not include a lot of physical interactions.● Plans for large school celebrations/ gatherings will be put on hold until AHS has permitted larger gatherings.● Students will use the “Destiny” software to select books from the Learning Commons (Library). In order to reduce multiple touches of books the librarian will check out the requested book and give it to the student. Smaller groups of students will be sent to the library, not full classes.
<p>Lunch Breaks/ Concession</p> <p>Lunch off-campus</p>	<ul style="list-style-type: none">● If a school is using a common lunchroom and staggering lunch times, ensure that cleaned and disinfected after each use all surfaces of the tables and chairs (including the underneath edge of the chair seat) are cleaned and disinfected after each use.● Dispense cutlery, napkins and other items to students/children, rather than allowing them to pick up their own items.● Remove/rearrange dining tables to maintain physical distancing.	<ul style="list-style-type: none">● Students will be allowed to eat in the gathering area or in the designated classroom for their cohort. Space in the common area will be reduced as social distancing will be maintained.● Students will be permitted to go off-campus during lunch, however, they will be required to sanitize at the main doors upon re-entry.● Disinfecting supplies will be available. Students will be asked to wipe their eating area prior to leaving it.● Social-distancing protocols will be put into place with seating minimums put into place.● Until further notice, no microwaves will be available for students to heat food. Please use alternative forms of food or containers that retain heat.● Students still have the opportunity to go home or off-campus for lunch. We have no control over social distancing, proper hand hygiene, and respiratory etiquette once they leave the school campus. We ask that parents inform the school if they would like their child(ren) to remain at the school during

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		<p>lunch. If you are allowing your child(ren) to go off-campus during lunch we would ask parents to discuss, and reinforce, the expectations of social distancing, proper hand hygiene, and respiratory etiquette to keep everyone safe at school. Also, if your child has a vehicle at the school please discuss the responsible transportation of other students during lunch and spares in order to mitigate the risks of possible virus exposure and transmission.</p>
<p>Responding to Illness</p>	<p>Schools should develop procedures to address staff/ students that become symptomatic during the school day to allow that staff member or student to isolate/leave the school for the time.</p> <p>Once a sick individual has left the school, clean and disinfect all surfaces, items, and areas with which they may have come into contact.</p> <p>Dispose of one-time PPE equipment such as gloves and disinfect reusable PPE such as protective eyewear and restock emerg. kit.</p>	<ul style="list-style-type: none"> ● If a student is showing a symptom, they will be removed from the classroom and provided with a mask. The family will be notified and it will be requested that the student is picked-up and testing for COVID-19 is recommended. ● If a staff member becomes ill during the day, arrangements will be made for a substitute teacher to come in. Healthy staff members may supervise the class so that the ill teacher can go home and isolate. Staff will be permitted to return when deemed safe to do so depending upon the circumstance. ● All areas where the sick individual was, will be sanitized. All disposable PPE will be discarded. ● Those who had contact will be asked to wash hands thoroughly & sanitize.
<p>In-person learning</p>	<p>Schools should develop procedures and plans for in-person learning that supports physical distancing (2 metres), where possible, and to separate cohorts to the greatest extent possible.</p>	<ul style="list-style-type: none"> ● The school timetable has been developed to reduce class sizes and promote cohort learning. When physical distancing is limited staff and students will wear a mask in the classroom. ● Desks will be placed in classrooms with optimal physical distancing of close to 2 metres if possible. ● Students who have to stay home due to symptoms will be provided at-home learning by their current teacher.



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	<p>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 plexiglas barriers or partitions) administrative controls) or use of masks.</p>	<ul style="list-style-type: none">● Parents who opt for at home learning for the first semester in lieu of in-person learning will be assisted by Horizon School Division with at-home learning options.
Nutrition Program	<p>No activities that involve the sharing of food between students or staff should occur.</p> <p>For hot lunch on and snacks:</p> <ul style="list-style-type: none">● No self-serve or family-style meal service. Instead, switch pre-packaged meals or meals served by designated staff.● Ensure that food-handling staff practice meticulous hand hygiene and are excluded from work if they are symptomatic.● There should be no common food items (e.g., salt and pepper shakers, ketchup).● Utensils should be used to serve food items (not fingers).● Dispense cutlery, napkins and other items to students/children, rather than allowing them to pick up their own items.	<ul style="list-style-type: none">● Various pre-packaged foods will be available to students via the corner store.● A staff member will oversee the program in the Corner Store. Students will request food and it will be provided to them.● Hot lunch will still be available on Wednesdays. It will be pre-packaged or served via a food service worker.● Gloves and proper sanitation protocols will be in place.● Utensils will be provided to students by a staff member or food service worker when required.● No common food items will be supplied.



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High School Sports: The ASAA has adjusted the seasons for golf and cross country. The seasons can start on September 1, 2020. In regards to volleyball, the season can start the first day of school (August 31, 2020). From September 1st and onward the ASAA has said that only practices will be allowed. Any directives from the ASAA are subject to change as new information becomes available. More information will be coming soon in regards to return to sport and Covid-19 protocols. VHS started volleyball practices at the senior high level on September 1, 2020. We are awaiting further clarification in regards to games through inter-divisional cohorts. Horizon and principals meeting after Thanksgiving.

Junior High Sports: Junior High Athletics can occur at the individual school level. There will not be inter-school games or tournaments until approved by the Superintendent. We are working on protocols to ensure safety within the school athletic programs. Junior High practices for volleyball began October 1, 2020