



Fort Vermilion School Division School Relaunch Plan

September 2020

**In-school classes resume - near
normal with health measures**

Introduction

Fort Vermilion School Division is pleased to provide the September 2020 School Relaunch Plan. One of the division's guiding principles for decision making is "we will ensure health and safety for our students and staff." This plan is designed to support our collective responsibility to ensure we maximize health and safety for students and staff while also ensuring that student learning continues.

Implementation of this School Relaunch Plan may change based on future direction from the Chief Medical Officer of Health. It is based on the best available information and conditions related to the COVID-19 pandemic. This plan will evolve and be adjusted as the status of the COVID-19 pandemic changes.

The School Relaunch Plan considers three scenarios that could exist in the 2020-21 school year:

1. In-School Classes resume (near normal operations with health measures)
2. In-School Classes partially resume (with additional health measures)
3. At-Home Learning continues (in-school classes are suspended/cancelled)

Currently, our plan is drafted to reflect scenario 1.

I wish to thank all stakeholders for their continuing patience, understanding and support throughout these challenging times. You have done a magnificent job of promoting FVSD's mission of "Our Children, Our Students, Our Future."

Mike McMann
Superintendent of Schools

Table of Contents

Introduction	2
General Building Safety	4
Screening.....	5
Cohorting	5
Physical Distancing.....	5
Expectations for drop-off/pick-up and entry areas at schools	6
Expectations for visitors and volunteers	6
Transportation.....	6
In-person Learning.....	7
Risk Mitigation for High Traffic Areas.....	8
Expectations for Shared Use of Equipment and Resources	8
Auxiliary Spaces	8
Work Experience Programs	9
Food Services.....	9
Response to Illness	9
Appendix.....	11

General Building Safety

During COVID-19, general building safety is of great importance in all FVSD schools and facilities. Each school and facility must adhere to all the guidelines listed below:

- Prior to school opening for the 2020-2021 school year, all schools are undergoing a thorough cleaning.
- Regular cleaning and disinfection are essential to preventing the transmission of COVID-19 from contaminated objects and surfaces. FVSD facilities will be cleaned and disinfected in accordance with the AHS Cleaning and Disinfectants for Public Settings.
- Area rugs and soft furnishings that cannot be easily cleaned are being removed.
- Hand Hygiene - Students and staff are encouraged to wash their hands frequently as per the AHS guidelines posters. Proper hand hygiene and respiratory etiquette should be promoted. Schools must develop procedures that outline hand hygiene. Hand sanitizers will be placed at building designated entrances.
- Water Bottle Fill Stations: Students and staff will have access to bottle fill stations and are encouraged to use personal water bottles.

All schools will be cleaned as per the following schedule:

- The school will be cleaned thoroughly every evening after the school is closed.
- High touchpoints will be cleaned throughout the day.
- Custodial staff must be aware of common shared areas that have been occupied, and cleaning is required between cohort groups.

The following surfaces will be disinfected daily by cleaning staff:

- Classrooms: Desks, chairs, pencil sharpeners, telephones, doorknobs, light switches, sink faucets, soap dispensers.
- Hallways and Corridors: Light switches, water bottle fill stations, entrance door handles, alarm panels, inside handicap door buttons.
- Washrooms: All surfaces.
- Offices: Desks, chairs, telephones, light switches, doorknobs, copier

Additional Alberta Health Services (AHS) resources:

- AHS Infections Prevention Control [Posters](#)
- AHS Hand Washing Posters:
 - [Poster 1](#)
 - [Poster 2](#)
- How to use alcohol-based hand rub/sanitizer (AHS) [Poster](#)

Screening

It is important for students and staff to self-screen on a daily basis as per the following guidelines:

- Before leaving home each day they plan to enter school for work or education, staff, students, parents/guardians, volunteers, and any other visitors must self-screen for symptoms using the Appendix - Screening Questionnaire.
- Parents and students must be provided with a copy of the screening tool during school registration with the expectation that it needs to be completed on a daily basis.
- 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. (FVSD respects the right of parents to choose not to be tested, this would mean the child would be required to remain at home for 14 days, work will be sent home)
- Those who report symptoms should be directed to stay home, seek health care advice as appropriate (e.g., call Health Link 811, or their primary health care practitioner, or 911 for emergency response), and fill out the AHS Online Self-Assessment tool to determine if they should be tested.
- Signs must be posted reminding persons not to enter if they have COVID-19 symptoms, even if symptoms resemble a mild cold.

Cohorting

As the risk of transmission of COVID-19 is reduced by limiting exposure to others, cohorts are recommended where possible. A cohort is defined as a group of students and staff who remain together. Cohorting will decrease the number of close contacts a case of COVID-19 would have in a school and assist public health officials in their efforts to trace contacts and contain an outbreak. It is still recommended to maintain physical distancing (i.e., spacing between desks) within a cohort whenever possible to minimize the risk for disease transmission

Schools will be responsible for:

- Keeping students together during the day, including lunch, recess, etc.
- Whenever possible, having staff move to different areas to meet intact cohorts.
- Striving to limit the number of different teacher(s) and educational assistant(s) that interact with groups of students throughout the day (i.e., minimize the amount of mixing between students and different staff in the setting).
- Whenever possible, staggering transitions (i.e., class times, recess, and bathroom breaks) to minimize contacts with other cohorts.
- Assigning lockers based on cohorts.

Physical Distancing

Physical distancing (2-metre spacing) is a useful public health measure to help prevent the spread of disease. Increasing the space between persons decreases the risk of transmission. Where 2 metres is not possible between desks, the greatest possible spacing is recommended. In situations where physical distancing is not possible (i.e. buses, classrooms

and some sporting facilities), there should be extra emphasis on hand hygiene, respiratory etiquette, and not participating when sick.

Schools will be responsible for:

- Educating students, staff, and parents on the importance of physical distancing.
- Striving to maintain distance between cohorts by planning movements throughout the day.
- Where possible, keeping student desks in rows facing forward.

Expectations for drop-off/pick-up and entry areas at schools

- Parents/guardians must remain outside of the school to drop off their children. They must not enter the school unless previous arrangements have been made with the school office.
- Individual school administration will determine student entry points, and drop-off and pick-up schedules.
- Physical distancing of 2 meters must be maintained.
- Parents and guardians are encouraged to communicate with staff via email or by phone regarding any additional information that may be needed to support their child.

Expectations for visitors and volunteers

- Visitors and volunteers must not enter the school unless previous arrangements have been made with the school office.
- Prior to entering a school, prospective visitors must use the self-screening tool (Appendix Screening Questionnaire). If a prospective visitor answers YES to any of the questions, the individual must not be admitted into the school.
- Signs will be posted reminding persons not to enter if they have COVID-19 symptoms, even if symptoms resemble a mild cold.
- Hand sanitizer will be required and made available upon entry.
- Physical distancing of 2 meters must be maintained.
- A record of all visitors who enter the school will be kept, including the tracking of entry and exit times.

Transportation

- Prior to the start of the 2020-2021 school year, all school buses will undergo a thorough cleaning. Transportation management staff will meet with all school bus drivers and school administrators prior to school start-up to review COVID-19 requirements.
- Parents will be required to complete daily at-home screening for their child(ren)'s symptoms prior to students boarding the school bus. (Appendix - Screening Questionnaire)
- Parents and students should not be in the pick-up area or enter the bus if they have symptoms of COVID-19.
- Bus drivers will be provided with non-medical masks for emergency use.
- Students will be assigned seats, and a record of this seating plan will be kept and updated as needed in order to assist with contact tracing. Students who live in the same household will be seated together whenever possible.

- Students will not be permitted to eat while on the school bus in an effort to limit food sharing and to sustain appropriate levels of hygiene.
- Attendance records will be kept for contact tracing purposes and retained for two months.
- The FVSD Transportation Department will support schools in developing procedures for student loading, and unloading that support physical distancing of 2 metres between all persons (except household members), when possible and may include:
 - Students start loading from the back seats to the front of the bus.
 - Where feasible, limit the number of students per bench unless from the same household.
 - Students from the same household may share seats.
 - Students start unloading from the front seats to the back of the bus.
 - Students will not be able to ride an alternate bus.
 - Interschool (Schools Sharing a Bus for field trips) service between schools will be suspended.
 - If a child becomes symptomatic during the bus trip, a mask will be made available. The driver will contact the FVSD Transportation office, who will contact the principal at the appropriate school.
 - Buses will be kept dedicated to one driver as much as possible.
 - Increased frequency of cleaning and disinfection of high-touch surfaces will be completed at the end of the morning and afternoon school bus runs.
 - Drivers will be supplied with disposable gloves, cleaning and disinfectant spray, paper towels and hand sanitizer.
 - Completion of required ongoing cleaning on buses will be documented on driver timesheets.

In-person Learning

Schools will develop procedures and plans:

- for in-person learning that supports physical distancing where possible, and to separate cohorts to the greatest extent possible.
- to best address traffic flow throughout the schools. This may include:
 - single direction lanes in hallways,
 - designated entrance and exit doors,
 - restricted access to high traffic and gathering areas.
- to minimize the amount of student transition time throughout the day (i.e., teachers will move between classes instead of students moving).
- to enhance the flexibility of transitioning from this scenario to another (i.e., shifting from scenario 1 to 2 to 3) by promoting common planning for delivery of essential outcomes in the core subjects.
- to stagger lunch/breaks/recess to maintain physical distancing among students where possible.
- for implementing safe activities. Consideration should be given to:
 - pursuing learning and physical activities where optimal physical distancing can be achieved. Guidelines for resuming indoor sports are under development by provincial bodies and will be shared when available.
 - avoiding field trips and activities requiring non cohort group transportation.

- avoiding activities involving shared surfaces or objects frequently touched by hands.
- the ease in which high touch surfaces (e.g., electronic devices, science and music instruments, tools/equipment, toys) are able to be adequately cleaned after each activity.
- Learning experiences involving unprotected (without a mask or physical barrier) in-person singing, cheering or shouting or playing wind instruments will be postponed at this time. Consider alternatives such as:
 - Recording or live-streaming individual performers in separate locations;
 - Including more lessons focused on music appreciation or music theory;
 - Choose to play instruments that are lower risk (e.g., percussion or string instruments over wind instruments).

Risk Mitigation for High Traffic Areas

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. This will include:

- Staggering start and end-times for classes to avoid crowded hallways.
- Posting signs and marking floors.
- Removing and restaging seating in public areas to prevent gathering.
- Considering limiting bathroom occupancy at any one time.
- Designating entrance and exit doors.
- Restricting access to high traffic and gathering areas.

Expectations for Shared Use of Equipment and Resources

Sharing equipment/resources should be avoided where possible. Where not possible, schools will develop procedures and plans for shared use that consider the following:

- Where possible, equipment (e.g., electronic devices, equipment for gym, science, art, music, shop, etc.) should be designated and labelled (with a removable label) for a single student. Where not feasible, designate the equipment to the fewest number of students.

Auxiliary Spaces

- In addition to using auxiliary spaces (e.g., gym, library/learning commons, foyer, cafeteria, etc.) for their intended purpose, these spaces can be used to create physical distancing for the delivery of various other educational programs.
- The use of gymnasiums to deliver physical education programming must consider the following:
 - When possible, physical education should be done outside as the risk of transmission is more likely to occur indoors rather than outdoors.
 - Administrators and teachers should choose activities or sports that support physical distancing (e.g., badminton over wrestling).
- School assemblies or other large gatherings (e.g., concerts or dances) will be avoided.

Work Experience Programs

Participation in work experience programs will only resume as long as Alberta Health guidelines can be followed, and the risk of infection is mitigated for all participants.

Consideration must be given to the following:

- The student is expected to follow health rules set out by the workplace, which should comply with the [Workplace Guidance for Business Owners](#).
- The time that individuals are in close contact should be kept to a minimum.
- The use of shared items or equipment should be avoided. Equipment that must be shared should be cleaned and disinfected before and after each use, and users should perform hand hygiene before and after each use.

Food Services

- No activities that involve sharing of food between students or staff should occur; this includes utensils, condiments, etc.
- Schools will be responsible for ensuring:
 - All existing food handling regulations are followed. Ensure that food-handling staff practice meticulous hand hygiene and are excluded from work if they are symptomatic.
 - Only designated staff or volunteers have access to food preparation areas, while food preparation is occurring.
 - No self-serve or family-style meal service. Instead, switch to pre-packaged meals or snacks served by designated staff or volunteers.
 - Food provided by the family is stored with the student's belongings.
 - There are no common food items (i.e., salt and pepper shakers, ketchup, etc.).
 - The common lunchroom (if used for a staggered lunch schedule) is cleaned and disinfected after each use, including all surfaces of the tables and chairs.
 - Students/staff practice physical distancing while eating.
 - No food is brought from home for sharing (i.e., no cupcakes, cookies etc.)
 - Cohorts stay together through lunch whenever possible.

Response to Illness

Prior to coming to the school:

- Staff must assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school.
- Parents and caregivers must assess their child daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school using the [COVID-19 Self-Assessment](#).

During the school day, staff supervising students should ensure that:

- If a student is showing signs of COVID-19 (e.g., fever, new or worsening cough, difficulty breathing, runny nose or sore throat), the student should be isolated where possible, and the parent/guardian should be notified immediately to pick up the student.
- If a student is sent home due to showing signs of COVID-19, the parent/guardian should call 811 and follow the advice provided by Alberta Health Services.
- The school will dedicate an isolation space for the sick. The space must be cleaned and disinfected after the student leaves, and any items that cannot be disinfected should be placed in a plastic bag and stored for a minimum of 10 days.

Staff should:

- Upon showing signs of COVID-19, notify their administrator and go home. Staff will be required to complete a leave request using sick days for the time they are away from school.
- Complete the [COVID-19 Self-Assessment](#) or call 811 for further instructions.
- Return to work when cleared to do so:
 - After a negative COVID-19 test result.
 - After 10 days of self-isolation following the start of symptoms or with a Doctor's note.

Appendix

Screening Questionnaire

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

Risk Assessment: Initial Screening Questions

		CIRCLE ONE	
1.	Do you, or your child attending the program, have any of the below symptoms:	YES	NO
	• Fever	YES	NO
	• Cough	YES	NO
	• Shortness of Breath / Difficulty Breathing	YES	NO
	• Sore throat	YES	NO
	• Chills	YES	NO
	• Painful swallowing	YES	NO
	• Runny Nose / Nasal Congestion	YES	NO
	• Feeling unwell / Fatigued	YES	NO
	• Nausea / Vomiting / Diarrhea	YES	NO
	• Unexplained loss of appetite	YES	NO
	• Loss of sense of taste or smell	YES	NO
	• Muscle/ Joint aches	YES	NO
	• Headache	YES	NO
	• Conjunctivitis (Pink Eye)	YES	NO
2.	Have you, or anyone in your household, returned from travel outside of Canada in the last 14 days?	YES	NO
3.	Have you or your children attending the program had close <u>unprotected*</u> contact (face-to-face contact within 2 metres) with someone who is ill with cough and/or fever?	YES	NO
4.	Have you or anyone in your household been in close <u>unprotected</u> contact in the last 14 days with someone who is being investigated or confirmed to be a case of COVID-19?	YES	NO

* "unprotected" means close contact without appropriate personal protective equipment (PPE).

If you have answered "**Yes**" to any of the above questions, please **DO NOT** enter the school at this time. You should stay home and use the [COVID-19 Self-Assessment Tool](#) to determine whether you need to be tested for COVID-19.

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