2020-21 Milk River Elementary School RE-ENTRY PLAN

Welcome and Philosophy

Welcome back to school! We are excited to open our school again and welcome our students back. It will be nice to see all of your smiling faces again and to say "Welcome back, we missed you!"

Our entry will focus on two key areas: 1) Safety above all else for students, staff, and visitors; and 2) Education for all students.

A few things to keep in mind as we start the year:

- Keep positive - it does give you a better perspective during these circumstances;
- Stay informed and keep connected - be sure to choose trustworthy choices;
- Be adaptable and know what works for OUR school community or another school community may not work for us or vice versa - remember we are working together;
- Be engaged - our school and school division will be looking for your help and support by completing surveys or providing information to make the important decisions moving forward;
- Be kind, compassionate and support everyone - together we will get through this!

Guiding Principles for Re-Entry Planning

- The health, safety and well-being of students and staff is a priority.
- We respect that parents are the first educators and primary decision makers for their children and we will endeavor to work in partnership with you.
- Horizon School Division will follow the protocols established by Alberta Education and Alberta Health Services in all aspects of schooling, with the focus on student learning.
- Students will have quality learning opportunities that are guided by Alberta Education and the provincial Programs of Study.
- Staff will have access to professional learning, collaboration, and support they need to grow the instructional practice in all potential methods of delivery.
- Consistency of expectations and protocols for safety for ALL people - staff, students, parents, visitors, etc. within our building.

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Milk River Elementary School: DAILY SCREENING TOOL for Parents

Screening Questions	Next Step(s)…
Do you or your child have any of the following symptoms: • Fever • Cough • Shortness of breath • Sore throat • Chills • Painful swallowing • Runny nose/ nasal congestion • Feeling unwell/ fatigued • Nausea/ vomiting/ diarrhea • Unexplained loss of appetite • Loss of smell or taste • Muscle/ joint aches • Headache • Conjunctivitis (pink eye)	**If you have answered "Yes" to any of these questions, please DO NOT enter the school at this time.** Go to the Alberta Health Services website and access the COVID-19 self-assessment tool to see if you or your child should be tested for COVID-19. https://myhealth.alberta.ca/journey/covid-19/Pages/COVID-Self-Assessment.aspx If you choose not to be tested for COVID-19 you must self-isolate for 10 days or until the symptoms resolve, whichever is longer.
Have you or anyone in your household travelled outside of Canada in the last 14 days?	**If you have answered "Yes" to any of these questions, please DO NOT enter the school at this time.**
Have you, or anyone in your household, had close unprotected (without personal protective equipment) **contact** (face-to-face contact within 2m) **with someone who is ill with cough and/or fever**?	**If you have answered "Yes" to any of these questions, please DO NOT enter the school at this time.**
Have you or anyone in your household been in close unprotected contact in the last 14 days with someone who is being investigated or confirmed to be a case of COVID-19?	**If you have answered "Yes" to any of these questions, please DO NOT enter the school at this time.**

This plan has been developed in conjunction with the MRES 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/

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Category	AHS/ Horizon Recommendations	MRES Plan
General Building Safety	• 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 and other high traffic areas.	• All students will enter through specific doors: ➢ kindergarten, grade one, grade two will use the North East doors; ➢ grades three, four and five will use the North West doors; ➢ Early Learning students will use the MAIN ENTRANCE located at the front of the school. *Because Early Learners are so young, Early Learning staff will meet these kids and parents at the front entryway; ➢ visitors must enter through the front doors. Social-distancing expectations are in-place which means that they must wait in line 2m apart until they have sanitized their hands at the sanitization station at the entrance. This must be done EVERY TIME visitors enter the school. ✓ Visitors must wear masks • Staff may enter the school via other entrances and are expected to use provided hand sanitizer as they enter the building and go into their classrooms. • Upon sanitization, students will go to their classrooms, while observing 2m distance markers (social distancing) located on the floors; • Hand sanitizer stations will be located at every classroom entrance. Students/ staff are expected to sanitize upon entry to the classroom. • 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 two-way traffic as indicated, physical distancing of 2 m is required and to not touch unnecessary surfaces.

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		• Staff will use masks when unable to keep social distance in the classroom. If a student needs staff support at their desk, student (gr 4/5 only) and staff will be required to wear masks. Alberta Education will be providing two re-usable masks per child. The school will have a limited supply of paper masks available when needed.
Screening	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.	• Secretary 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 prior to leaving for school.
Cohorting	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 two metres of physical space**, where possible**, should be maintained between desks. All teachers must ensure students have assigned seating.	• We will have three cohort groups: kindergarten/grade one; grade two/grade three; grade four/grade five. • Cohorted groups will have cohort only recess and lunch time in order to reduced numbers and allow for adequate supervision • Cohorted groups may have combined classes (ie. Grade 2/3 will have Science/Art/P.E. together; Grade 4/5 will have afternoons and Friday together). ✓ These combined classes will have access to additional space. • Assigned seating will be mandatory in all classrooms.
Drop-off/ Pick-up expectations	Schools must develop procedures for drop-off/pick up that support physical distancing where possible of two metres between all persons (except household members).	• **Please note that all exterior doors (except main entry) will be locked during the school day.** • Students may use assigned entrances as per General Building Safety section. • Essential visitors please enter through the main doors. • Bus students will be organized to enter the school, one grade at a time to reduce the amount of students

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	Schools should consider staggering the start and end of the school day to reduce the number of students in hallways and common areas: • 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	entering through the doors at one time. • Bus students will enter the building at their assigned locations @ 8:15am. • Town students will enter the building at their assigned locations @ 8:20am. • Grade 4/5 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 accompanied to their ASSIGNED entry point. • When students are dropped off during school hours, we ask that parents phone the school to gain entry at the appropriate doors. • Town students will be dismissed @ 3:20 by grade. • Bus students will be dismissed @ 3:25 by grade.
Expectations for visitors and other service providers entering the school	The public should not enter the school if they are ill. Parents/guardians can enter the school if they are required. • When a visitor enters the school they should be asked to use the self screening tool before they enter the school. • If a visitor answers YES to any of the screening tool questions, the individual must not be admitted into the school.	• All visitors & service providers to the school should, when possible, make an appointment. Upon entering, everyone must sanitize at the entrance station & check into the office. The secretary will record this information. Visitors & service providers must also report when they are leaving. • Visitors are asked to complete the self-screening tool at the office, **before** entering 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	Equipment that must be shared must be cleaned and disinfected before and after each use.	• Students will not be permitted to share or borrow materials from other students. When it is necessary that an item is shared, the teacher will disinfect the item prior to giving it to the student.

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Risk mitigation for high traffic areas in school facilities	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. Students and staff must wear masks in common areas.	• Staggered recess & lunch times have been implemented to reduce the number of students contact with one another. • There will be staggered dismissal times at the end of the day. • Grade 4/5 students and staff MUST wear masks in common areas such as halls and bathrooms.
Auxiliary Spaces	Gymnasiums can be used to deliver physical education programming. 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. 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) should be avoided virtual options should be offered instead of in person gatherings.	• PE classes will be held every day. Students will be required to change foot wear. • When possible, PE classes will be held outdoors. • Teachers will plan physical activities that do not include a lot of physical interactions. • All equipment will be sanitized prior to use and after use. • Plans for large school celebrations/ gatherings will be put on hold until AHS has permitted larger gatherings. When possible, special activities/celebrations will be shared between classrooms and parents using Zoom.
Lunch Breaks	• 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	• Students will eat lunch in their classrooms as per previous years' practice. • Disinfecting supplies will be available. Student eating area will be cleaned prior to and after lunch. • Physical-distancing protocols will be put into place. • Until further notice, no microwaves will be available for

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	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.	students to heat food. Please use alternative forms of food or containers that retain heat.
Responding to Illness	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. Once a sick individual has left the school, clean and disinfect all surfaces, items, and areas with which they may have come into contact. Dispose of one-time PPE equipment such as gloves and disinfect reusable PPE such as protective eyewear and restock emergency kit.	• 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 tested for COVID-19. • If a staff member becomes ill during the day, arrangements may 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. • 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.
In-person learning	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.	• The school timetable has been developed to cohort grades and classes together. • Teachers have been scheduled to work with cohort groups of. Desks have been placed in classrooms with optimal physical distancing. • Parents who opt for at home learning in lieu of in-person learning will be assisted by the division with homeschooling options.

	If two or more people from different cohorts are required to come within two 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 (adapting the activity to minimize or eliminate close contacts) or use of masks.	
Nutrition Program	No activities that involve the sharing of food between students or staff should occur. For classroom meals and snacks: ● 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.	● Various pre-packaged foods will be available to students via the nutrition program. ● The nutrition program will be available throughout the day for students to access, however, it will not be self-serve. ● A staff member will oversee the program, students will request food and it will be provided to them. ● Gloves and proper sanitation protocols will be in place. ● Snacks will be brought to each classroom on Milk Monday's. During the week, additional snacks will be available for students who may not have had breakfast. A staff member will hand out the snacks, students will not help themselves. ● If more than one student is requesting a snack, they will be required to physically distance themselves and wait for the snack provided. ● Utensils will be provided to students by a staff member when required.

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