

RETURN TO SCHOOL PLAN



Plan Overview

This plan, which is specific to our school, is an addition to the detailed plan for the return to school that has been created for all schools in District School Board Ontario North East (DSB1).

We invite you to review the DSB1 plan and supporting documents at [www.dsb1.ca/Return to School](http://www.dsb1.ca/Return_to_School).

This plan addressed the following areas:

1. Health and Safety
2. Physical Distancing
3. Staff and Student Attendance
4. Learning Environments
5. Special Education
6. Mental Health and Well-Being
7. Student Transportation
8. Food Preparation and Nutrition Breaks
9. School Shared Spaces

Health and Safety

Handwashing schedule and reminders

Please see **Appendix A** for the handwashing schedule.

- ✓ Signage has been posted in the entrance, classroom, washroom, and near the nutrition area explaining how to properly wash hands.
- ✓ Specific washrooms have been assigned for students and staff for the purposes of handwashing.

Proper hand hygiene will be built into the school day:

- ✓ Upon entry (front lobby entrance) students will use hand sanitizer before proceeding to enter the main office area.
- ✓ Before and after nutrition snacks.
- ✓ Before and after using the washroom facilities.
- ✓ Before and after using technology (laptops, computers).

Other strategies to ensure proper hand hygiene in the school.

- ✓ All school-based staff will be required to participate in health and safety training prior to the opening of schools. Training will include proper and frequent handwashing.
- ✓ Students and staff are welcome to bring their own hand sanitizer to school if it has a minimum 60% alcohol content.

Availability of alcohol-based hand sanitizer

- ✓ Alcohol-based hand sanitizer will be available at front entrance and in the main classroom to facilitate hand hygiene.

Personal Protective Equipment (PPE) for staff

- ✓ Personal Protective Equipment (PPE) will be provided to staff and will be placed in the designated shelf cabinet. The PPE will be distributed biweekly by the office and monitored to ensure staff are provided with the allotted number per day (2 per day).
- ✓ Staff must wear a board-issued mask. Each staff member will be allocated two disposable medical/procedural masks per staff per day.
- ✓ In addition, a face shield (1 per month) will be provided to staff by the school principal.
- ✓ Face shields may be used in addition to face masks, not in lieu of. Face shields do not replace the use of a mask.
- ✓ A staff member who is not able to wear a mask due to medical reasons must inform Human Resources before the start of the school year.
- ✓ Accommodations will be made for staff who are not able to wear a mask due to medical conditions, based on direction from Human Resources.

Isolation room

- ✓ If a student or staff becomes ill during the day or exhibits symptoms of COVID-19 and is unable to go home immediately, they will be placed in the isolation room until arrangements for transportation are made.
- ✓ If more than one student has symptoms or becomes ill, they will be isolated with proper PPE (Personal Protective Equipment) until transportation is arranged.
- ✓ The isolation room will be location in the conference room. The capacity will be set at 2 people.
- ✓ The isolation room will be cleaned after each use.
- ✓ Where possible, students will leave the school and go home.
- ✓ If weather conditions and supervision permits, students will be supervised outdoors while waiting for transportation.

A PPE Kit will be available at the school and stored in First Aid area next to the First Aid Kit located in the cloakroom area of the kitchen. The kit will include:

- ✓ Alcohol-Based hand sanitizer
- ✓ Medical Procedural Masks (for student)
- ✓ Gloves
- ✓ Eye protection
- ✓ Gown

Physical Distancing

School entrances and exits

- ✓ Students and staff can both use the main entrance however, only staff are permitted to use the back parking lot entrance/exit. In the event of an emergency, students are permitted to use the back exit.
- ✓ Exterior doors (front and back) are locked at all times.

<p>Designated routes to and from classrooms, based on entrances and exits</p> <p>As much distancing as possible will be promoted and encouraged with routes to and from the main office area, classroom area, conference room, and offices.</p> <ul style="list-style-type: none"> ✓ Student and staff movement in hallways will be staggered. Students and staff will stay on the right-hand side of the hallways, in a single file and respect physical. ✓ Floor decals will be present in the lobby of the main front door entrance and in the main office area.
<p>Student pick-up and drop-off</p> <ul style="list-style-type: none"> ✓ Students will remain in the classroom area or wait outside for pick-ups. No students will wait in the main office area unless they have a pre-scheduled appointment.
<p>Washroom use</p> <ul style="list-style-type: none"> ✓ Students will use the student washroom at the back of the main classroom area. Only one student at a time will be permitted in the washroom area. ✓ Staff will use the staff washroom at the back of the main classroom.
<p>Staffroom use</p> <ul style="list-style-type: none"> ✓ There will be only one person permitted in the staffroom at any given time. ✓ Two staff members will be permitted to sit at the lunch table but must keep at least a 2m distance. ✓ Staff may access the fridge and use the microwave and kitchen sink.

Staff and Student Attendance

<p>Active daily self-screening</p> <ul style="list-style-type: none"> ✓ Active self-screening is mandatory for all staff, students, and visitors before entering our school each day. ✓ Staff will be required to confirm they have completed a self-assessment each day a google form. ✓ The requirement of active self-screening will be communicated to staff via email and during PA days. As well, this information will be provided to staff, students, family members, and visitors on the front door of the main entrance, by letter, and on social media platforms.
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Learning Environments

Asynchronous platforms
✓ The PACE Centre will continue to offer students booklet and eLearning (hybrid) courses using an asynchronous model.
Enhanced safety protocols for the following: <i>Technology</i>
✓ Shared equipment including student laptops, computer stations, mouse will be cleaned after each single use by using a disinfectant and microfibre cloth. ✓ Students will have specific laptops assigned to them to reduce contact.
Use of cloakrooms or lockers
✓ There will be no cloakrooms or lockers used. All students must keep their belongings with them. Staff will also do the same.
Culture and resource rooms
✓ The conference room can be used by staff and students but must be cleaned after each use. The space will be cleaned by wiping down all surfaces including tables, remote controls, light switches.
School Schedule
✓ Grades 9-12 students will commence school on Tuesday, September 8, 2020. ✓ The school schedule is 8:45a.m.-3:00p.m. Lunches are taken by staff at different times so the P.A.C.E. Centre is open all day.

Special Education

Student support and IPRC Meetings
✓ Any meetings for students with special needs including student support or IPRC meetings will be offered virtually. If this is not possible, meetings will be scheduled with the school principal.

Mental Health and Well-Being

Student supports
✓ The Mental Health and Well-Being Team will provide a blended model of support with both in-person and virtual services in the following areas: <ul style="list-style-type: none">- Social and emotional learning programs- Regular in school and virtual office hours- Suicide Assessment and Intervention- Crisis Support- Resources and strategies for educators to help support student social and emotional needs- Facilitate access to community support services being offered remotely

- ✓ Professional learning will be offered to staff to help identify students' specific needs and appropriate tier 1 and 2 strategies during one of the professional activity days in September.
- ✓ Materials to support self-care and wellness will be posted to the COVID-19 Youth Mental Health Resource Hub for students to access on an independent and ongoing basis.

Food Preparation and Nutrition Breaks

Breakfast Program

- ✓ Staff will perform proper hand hygiene before and after preparation of food.
- ✓ Students will perform proper hand hygiene before and after eating.
- ✓ Nutrition snacks will be limited to pre-packaged items either purchased or packaged into Ziploc bags for individual use.
- ✓ Students will eat their nutrition snack at their assigned table.
- ✓ Single-use utensils will be used.
- ✓ Students will be expected to clean their own space after nutrition breaks.
- ✓ Special food days will not be organized.

Cafeteria Tables

- ✓ Students will eat their nutrition snack at their assigned table and will be required to clean their table after use.