

| Focus Area--Scenario 1 | Please briefly describe your school's approach |
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| <p>Physical Distancing, Hand hygiene/sanitation</p> | <ul style="list-style-type: none"> ● A thorough cleaning of school facilities completed prior to student re-entry. ● Students and staff are required to perform hand hygiene when entering and to exit the school and before entering the classroom. ● Hand sanitizing stations at all entry points students who are unable to use sanitizer must go to bathrooms to wash hands as they enter the building. <ul style="list-style-type: none"> ○ Hand sanitizer containing at least 60% alcohol is recommended as there is evidence that supports effectiveness against COVID-19. Hand sanitizer can help reduce the risk of infection by, or the spread of microorganisms when hand washing is not possible. If parents have questions about their child using alcohol-based hand sanitizer they should contact their school administration to discuss potential alternatives. ● Hand sanitizing stations will be placed outside of each classroom. Students and staff will sanitize while entering and leaving each classroom. Proper hand hygiene and respiratory etiquette will be promoted. ● All students will be provided education on proper handwashing and mask-wearing techniques. ● Posters demonstrating hand hygiene placed prominently throughout the school. ● All shared soft furnishings to be removed and stored on our stage or in other storage areas. ● Staff furniture that is not shared can remain. ● All classrooms will place desks in rows front facing using maximum distance possible based on class size for each room. ● Classes will have a minimalist environment to maximize the space between desks. ● Tables in common areas (Den, and Learning Commons) will be labelled with seating maximums to ensure physical distancing. ● Where physical distancing is not possible, masks will be required for staff and students. Staff and students must also wear masks in all common areas and hallways. Masks in the classroom, when seated at a desk is at the discretion of the person. ● In situations where physical distancing is not possible (e.g., busses, classrooms and some sporting activities), extra emphasis on hand hygiene, respiratory |

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| | <p>etiquette, not participating when sick and cleaning and disinfecting on a regular basis before and after activities is strongly recommended.</p> <ul style="list-style-type: none"> ● Students are asked to bring reusable water bottles. (We have a refilling station on the main floor). ● Increased frequency of cleaning and disinfection of high-touch areas and equipment (e.g. microwave ovens) inside and outside classrooms. Any shared equipment and high touch surfaces to be cleaned by the user before each use and after <ul style="list-style-type: none"> ○ General classroom shared equipment: <ul style="list-style-type: none"> ■ Computers ■ Printers ■ Pencil sharpener ■ Telephone ○ High Touch Surfaces <ul style="list-style-type: none"> ■ Door handle ■ Student Desk/Chair ● Auxiliary Classroom Spaces (any touchpoint) must be cleaned before and after each use. <ul style="list-style-type: none"> ■ Gym ■ Shop ■ Den ■ Learning commons ■ Band Room ■ Science lab ■ Foods room ■ Art room |
| <p>Cohorting:</p> | <p>Please briefly describe your school’s approach</p> <ul style="list-style-type: none"> ● 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. ● As much as possible, students will be cohorted into classrooms based on grade ● Family and Geographic considerations will be included in creating classes as well as bussing. ● Small class sizes, whenever possible, to maximize physical distancing in a classroom. Class sizes range from 15- 20 students except for exceptional situations and whenever possible. |

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| | <ul style="list-style-type: none"> ● All locker visits will be supervised to ensure physical distancing. No unsupervised visits to lockers. ● Lockers will be assigned in such a way as to maximize distancing. ● High School students in CTS options will be cohorted to only work with a limited number of students for the semester whenever possible. |
| <p>In-Person Learning:</p> | <p>Please briefly describe your school’s approach.</p> <ul style="list-style-type: none"> ● Student traffic in hallways will be minimized as students will have all core classes in one or two classrooms. Student visits to lockers will be by the scheduled time and while maintaining physical distancing. ● All field trips postponed at this time. ● Whole school assemblies will be postponed. ● Utilize front door for all students in grades 10-12 Library Entrance for students in grades 7-9. ● We will have multiple lunch periods in our timetable to stagger the lunch break. ● Carts of Chromebooks will be available for a “pod” of students and placed close to their classrooms. Students will only use Chromebooks located in their pod. Wipes will be provided to students, and students will sanitize the Chromebooks before and after use. ● For activity planning, staff should ask themselves the following questions to determine the risk of the activities and whether they are allowed to proceed: <ul style="list-style-type: none"> ○ Does the activity involve shared surfaces or objects frequently touched by hands? ○ Can an activity be modified to increase opportunities for physical distancing? ○ What is the frequency/possibility to clean high touch surfaces (e.g., electronic devices, instruments, equipment, manipulatives)? ○ To align with physical distancing measures, field trips, and activities requiring group transportation should be postponed. ○ Stagger lunch/snack breaks to maintain physical distancing among children/students. ○ Learning experiences involving unprotected (without a mask or physical barrier) in-person singing, cheering or shouting or playing wind instruments postponed at this time. Consider alternatives such as: <ul style="list-style-type: none"> ■ Recording or live-streaming individual performers in separate locations; ■ Including more lessons focused on music appreciation or music |

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| | <ul style="list-style-type: none"> <ul style="list-style-type: none"> theory; <ul style="list-style-type: none"> ■ Choose to play instruments that are lower risk (e.g., percussion or string instruments). ● It is required that all teachers and staff in all school settings and students in grades 4-12 wear non-medical masks while in shared areas of school, outside the classroom, and on school buses where they may not be able to maintain the recommended physical distancing requirements. ● Non-medical masks are not required while students are seated in the classroom during instruction if following the physical distancing guidance above. If close contact between students, or students and teachers/staff is occurring as a result of classroom activities, non-medical masks should be used for the duration of this activity. ● Two reusable masks per student/staff will be provided by the Government of Alberta. Additional single-use masks will be available at schools if required. ● When non-medical face masks are used, hands should be cleaned before and after putting it on and taking it off. Avoid touching the mask once it is on. Masks should be changed after they become wet or soiled. ● After removing a reusable non-medical face mask that will be re-worn prior to washing, it should be placed into a clean, breathable bag or container (allows for evaporation) for storage. Consider using a bag that can be washed. All masks should have two distinct sides, one side that touches the face and one that faces outwards. <ul style="list-style-type: none"> ○ Do not reuse masks that are wet or soiled prior to laundering. A wet or soiled mask that requires laundering should be placed into a sealed bag or container where it is stored until it can be taken home and washed. ○ Disposable masks that are damaged or dirty should be discarded into a garbage bin that is lined with a plastic bag. ○ A very small number of individuals may not be able to wear masks due to sensory or health issues. Face shields are not considered to be equivalent to non-medical face masks. It is important to comply with other personal preventative practices such as frequent hand hygiene and physical distancing as much as possible. ● Exemptions to mask requirement for all teachers and staff in all school settings and students in grades 4-12 include: <ul style="list-style-type: none"> ○ Persons who are unable to place, use or remove a non-medical face mask without assistance; |
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| | <ul style="list-style-type: none"> ○ Persons unable to wear a non-medical face mask due to a mental or physical concern or limitation; ○ Persons consuming food or drink in designated areas; ○ Persons engaged in physical exercise; ○ Persons providing care or assistance to a person with a disability where a non-medical face mask would hinder that caregiving or assistance; ○ Persons engaging in services that require the temporary removal of the non-medical face mask, and Spaces where physical barriers have been installed between persons. <ul style="list-style-type: none"> ● If a child/student develops symptoms while at the school, the child/student should be asked to wear a non-medical mask if they are able to, and be isolated in a separate room. The parent/guardian should be notified to come and pick up the student immediately. ● If there is an absence rate of 10% due to illness OR there are an unusual amount of individuals with similar symptoms, school administrators must report to the local public health unit or school nurse as per their usual outbreak notification process, regardless of the COVID-19 test results for each individual. |
| <p>Expectations for shared use equipment:</p> | <p>Please briefly describe your school’s approach Band, shop, foods.</p> <ul style="list-style-type: none"> ● Any shared items: art supplies, tools, etc. will be sanitized before and after use with a sanitizing spray. ● Arrangements for storage of personal items should be off-site as we have limited room in the school. ● The use of shared items or equipment is to be avoided where possible. ● Equipment that must be shared should be cleaned and disinfected after each use. |
| <p>Auxiliary Spaces:</p> | <p>Please briefly describe your school’s approach.</p> <ul style="list-style-type: none"> ● Gymnasiums can be used to deliver physical education programming. <ul style="list-style-type: none"> ○ When possible physical education should be done outside instead of inside as the risk of transmission is more likely to occur indoors than outdoors. ○ Administrators and teachers should choose activities or sports that support physical distancing. ○ The use of shared items or sports equipment is discouraged. Equipment that must be shared should be cleaned and disinfected before and after each use, or users should perform hand hygiene before and after each |

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| | <ul style="list-style-type: none"> use. ○ School assemblies or other large gatherings are postponed. <ul style="list-style-type: none"> ■ Little Shop of Horrors and Queens Ball are postponed at this time. ○ A fog sanitizer machine has been purchased to sanitize some rooms. |
| <p>Office</p> | <p>Please briefly describe your school’s approach</p> <ul style="list-style-type: none"> ● Maximum occupancy signs will be posted near the main office. <ul style="list-style-type: none"> ○ Limit to 1-2 in the office at a time. ● All doors locked from 9-3. <ul style="list-style-type: none"> ○ The school phone number is posted on doors for entry into the building during locked times. ● Visitors to the school will be limited, and any visitors entering the school will be required to wear a mask--signage will be posted at the front door. <ul style="list-style-type: none"> ○ A visitor log will be maintained to assist with contact tracing if needed. ● All adult visitors and visitors who are students in grades 4 to 12 must wear a mask. ● Stickers will be placed on the floor to remind students to line up with social distancing. ● Plexiglass shields will be considered if distancing can not be maintained. |
| <p>Supervision</p> | <p>Please briefly describe your school’s approach Supervision at each entrance, arrival and departure</p> <ul style="list-style-type: none"> ● Staff will supervise students they teach whenever possible. ● Supervision will be offered in an increased number of areas so that students can spread out during break time. ● Students will be eating in the classroom, the Den, and will have the option to eat outdoors or offsite. |
| <p>Arrival/Drop Off</p> | <p>Please briefly describe your school’s approach</p> <ul style="list-style-type: none"> ● Separate entrances have been created for JH and HS students ● Students are asked to arrive at school no earlier than 8:25 am and leave the school by no later than 3:55. (unless receiving extra help). ● Parents must complete at home screening daily with their child before sending their child to school or on the bus. COVID-19 ALBERTA HEALTH DAILY CHECKLIST ● If a student is displaying COVID symptoms, they will be immediately isolated, |

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| | <p>and parents will be contacted to pick up their child. An ad-hock isolation area will be used for these students and a signposted not to enter unless wearing PPE.</p> <ul style="list-style-type: none"> ● Parents and children/students should not be in the pick-up area or enter the bus if they have symptoms of COVID-19. |
| <p>Dismissal/Pick-Up</p> | <p>Please briefly describe your school’s approach</p> <ul style="list-style-type: none"> ● Students are asked to sanitize when entering/exiting the building. ● 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 that they enter the school using the Alberta Health Daily Checklist. ● 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. ● Anyone that reports 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. ● Students who are walking or driving home are asked to leave the school grounds immediately after their classes. <ul style="list-style-type: none"> ○ Grade 7-9 Students are asked to leave the school via the Learning Commons entrance or side doors. ○ Grade 10-12 Students are asked to leave the school via the Front door entrance or side doors. ● Students waiting for the bus will physically distance on the East side of the school, on the tarmac. ● Masks should be worn on the busses. |
| <p>Lunch</p> | <p>Please briefly describe your school’s approach</p> <ul style="list-style-type: none"> ● Multiple staggered lunch periods. ● Limited seating for students is available in the den and common areas—a sign placed on tables listing max seating capacity. ● Students will be encouraged to stay in classrooms for lunch or to go outside. ● There will be limited access to microwaves. Microwaves will require sanitizing between users and facilitated by a staff member. |

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| <p>Staff Room</p> | <p>Please briefly describe your school’s approach</p> <ul style="list-style-type: none"> ● Tables will have a maximum occupancy, signs posted. ● All shared equipment to be sanitized by staff before and after each use. |
| <p>Physical Education</p> | <ul style="list-style-type: none"> ● PE activities will be chosen to maximize physical distancing: e.g. badminton vs wrestling. ● PE classes will occur outside where and when possible. ● Sanitization of equipment (balls, etc.) will occur before and after use. ● The use of shared equipment will be discouraged: if shared equipment is required, all items will be sanitized between users. |
| <p>Fitness Room (if applicable)</p> | <p>Please briefly describe your school’s approach</p> <ul style="list-style-type: none"> ● The capacity in the fitness room will be reduced. ● Before and after use, the mandatory sanitization of all equipment, all surfaces that were touched. ● Fitness room users will be required to hand sanitizer when entering and exiting the room. ● Where possible rearranging of equipment to maximize distance |
| <p>Hallways</p> | <p>Please briefly describe your school’s approach.</p> <ul style="list-style-type: none"> ● Students have been cohorted so that traffic in the hallways will be minimal between classes. ● Students are to be assignment lockers per request and staggered to maintain distance. |
| <p>Music, Dance & Drama</p> | <p>Please briefly describe your school’s approach</p> <ul style="list-style-type: none"> ● Practice, rehearsals, and instruction of dance, music and drama programs may proceed as long as the Guidance for Music, Dance and Theatre is followed. ● Music, dance and drama performances are suspended at this time. <ul style="list-style-type: none"> ○ Queens Ball and Little shop performances are postponed. |
| <p>Washrooms</p> | <p>Please briefly describe your school’s approach</p> <ul style="list-style-type: none"> ● Maximum capacity signs will be posted outside of each washroom. Students will be asked to wait outside until space becomes available. ● Proper handwashing signs are posted in each washroom. ● Custodial staff will be increasing the frequency of sanitization of the washrooms. ● Paper towel dispensers or appropriate drying method will be installed in each |

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| | <p>washroom.</p> <ul style="list-style-type: none"> ● Custodians regularly check washrooms to ensure that there is an adequate supply of required materials such as soap. |
| <p>Food Services (Foods class/Nutrition/Cafeteria) (if applicable):</p> | <p>Please briefly describe your school’s approach.</p> |
| | <ul style="list-style-type: none"> ● There will be no sharing of food items, dishes, utensils, etc. by students in foods class. ● Healthy Hunger Incoming food items are prepared off-site by professionals and distributed by staff |
| <p>Learning Commons</p> | <p>Please briefly describe your school’s approach</p> <ul style="list-style-type: none"> ● Students are encouraged to sign out e-books where possible (the learning commons coordinator can assist with this). ● Students will sanitize their hands as they enter and exit the learning commons. ● There will be a plexiglass shield in place at the circulation desk. When construction is complete and if distancing can not be maintained ● Returned books and other learning commons materials will not be put into recirculation for 72 hours after they are returned or until they can be sanitized appropriately. |
| <p>Playgrounds</p> | <p>Please briefly describe your school’s approach.</p> <ul style="list-style-type: none"> ● Outside tables will be disinfected frequently. ● Outdoor basketball courts remain open with signage to remind users of the risk. ● Bicycle racks can be used, but signage posted reminding users of the risk. ● Outdoor physical activity by all students and staff is encouraged while maintaining physical distancing. |
| <p>Classrooms</p> | <p>Please briefly describe your school’s approach.</p> <ul style="list-style-type: none"> ● Desk arranged in rows. ● Classrooms set up based on a minimalist approach. ● All shared soft surfaces removed. |
| <p>PPE plexiglass barriers, physical distance, masks, shields, hand sanitizers,</p> | <p>Please briefly describe your school’s approach.</p> <ul style="list-style-type: none"> ● Plexiglass barriers to be considered wherever possible. ● Mask use is mandatory for all students and staff when physical distancing of 2 |

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| | <p>metres cannot be maintained and in all common areas of the school. Students who are sitting in their desks in rows may remove their masks.</p> <ul style="list-style-type: none"> ● The government of Alberta will be providing two reusable masks to each student/staff member. If a student forgets their masks, disposable ones will be available in the main office. ● All visitors entering the school will be required to wear a mask. ● Hand sanitizer stations at all entrances and outside of classrooms. |
| <p>Work experience, off-campus, green certificate (if applicable)</p> | <p>Please briefly describe your school’s approach.</p> <ul style="list-style-type: none"> ● Off-Campus coordinators will regularly inspect all off-campus programs to ensure that proper protocols are being put in place to minimize the spread of COVID 19. If a student is concerned that this is not occurring, they should contact the School Administration immediately. |