



ST. JOSEPH CATHOLIC HIGH SCHOOL

Re-Entry Plan August 21, 2020



EDMONTON
CATHOLIC SCHOOLS

Dear St. Joseph High School Families,

We are looking forward to the return of our students under the 'near normal' re-entry plan for the 2020-2021 school year. In accordance with Edmonton Catholic School Division's re-entry plan, we have prepared our school re-entry plan with additional restrictions and modifications that are now required due to the COVID-19 pandemic. The following information will outline specific details dealing with how we will facilitate resumption of classes this September.

Learning in Edmonton Catholic Schools:

In Edmonton Catholic Schools, we will remain adaptable and flexible in our learning environments to ensure adherence to guidance from Alberta Education and the Chief Medical Officer of Health, while maintaining the integrity of programming as much as is practicable. The focus continues to be on students' holistic development: academic, spiritual, physical, and social.

On-Line Learning:

In consideration of those families for whom a near-normal return to school presents a significant impediment to success, the Division is offering a choice to engage in learning in an online format, from K-12. This choice is fluid in that it facilitates the opportunity to shift between the in-person and online learning stances between semesters. You are being asked to declare your choice of learning three weeks prior to the end of the semester so that we will be able to staff and program accordingly. These deadlines are extremely important so that we can provide the best support possible. The majority of our on-line course offerings will be offered synchronously with St. Joseph teachers. This means students taking their classes on-line will participate in the instruction provided according to the schedule provided during registration with students that have chosen to be on site. There may be exceptions to this for some option classes that cannot facilitate the on-line delivery. Please note, all St. Joseph students (including students choosing the on-line experience) must register on-site according to the schedule provided below, only students are permitted to enter the building at the scheduled time. All fees should be paid on-line via the parent PowerSchool portal prior to registration. This includes the purchase of bus passes.

Semester Timetable:

Due to the unique nature of St. Joseph's Guided Customized Learning (GCL) and Traditional Classroom Learning (TCL) experiences, **our school is not running classes according to the quartermaster schedule** facilitated by other high schools. Families should be mindful, should they choose the on-line learning experience the only time they could return to the in-class experience would be at the natural break in our year at the end of the first semester February 1, 2021.

Student and Staff Health

- You are legally required to self-quarantine for 14 days after international travel
- You are legally required to isolate for a minimum of **10 days** if you have a cough, fever, shortness of breath, runny nose, or sore throat that is not related to a pre-existing illness or health condition.

- You are legally required to isolate for a minimum of **10 days** if you have tested positive for COVID-19.
- The mandatory isolation period is 10 days from the start of symptoms, or until symptoms resolve, whichever takes longer.

Please stay at home when sick:

- All students and staff who have symptoms of COVID-19 OR travelled outside Canada in the last 14 days OR were identified as a close contact of a confirmed case or outbreak must stay home and self-isolate.
- Students and employees must stay home until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases and their symptoms have resolved.
- Students will be supported by their teacher on-line via their Google Classroom if they are required to isolate due to illness or because they are in close contact of a case of COVID-19.
- Those unsure if they, or a student, should self-isolate must be directed to use the [COVID-19 Self-Assessment Tool for Albertans](#).

Health Screening:

- Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school.
- School administrators will clearly communicate with parents and caregivers their responsibility to assess their children daily before sending them to school. Information will be provided to school administrators prior to September.
- Staff must assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school.
- School Division along with School Administrators/Site Supervisors will ensure staff are aware of their responsibility to use the [ECSD Daily Health Screening Questionnaire](#) to assess themselves daily prior to entering the school/site.
- Signs must be posted reminding persons not to enter if they have COVID-19 symptoms, even if symptoms resemble a mild cold.

Illness while onsite:

- Students exhibiting signs of illness must be moved to a designated quarantine area within the school/site.
- Parent/caregivers must be notified and advised to pick up their child immediately.
- Upon re-entry, student emergency contact information must be confirmed.
- Should a student become ill, a parent/caregiver or emergency contact must pick up the student as soon as is practicable.
- Staff supervising symptomatic students must:
 - Keep all other staff out of the designated quarantine area
 - Provide the student with a face mask
 - Wear recommended PPE
 - Use strict hand-washing techniques; and
 - Maintain physical distancing.

Students with pre-existing conditions

Schools must keep records of a student's known pre-existing conditions. If a student develops symptoms in or outside of the program that could be caused by COVID-19 or by a known pre-existing condition (e.g. allergies), the student should be tested for COVID-19 at least once to confirm that it is not the source of their symptoms before entering or returning to the school.

Student handwashing requirements:

- Soap and water for 20 seconds are the preferred method for cleaning hands.
- Before leaving home, on arrival at school, and before leaving school
- After using the washroom
- Before and after any transitions within the school setting (ex. To another classroom, indoor-outdoor transitions, etc.)
- After sneezing or coughing
- Before and after breaks and sporting activities
- Before and after eating any food, including snacks
- Before touching face (nose, hands, or mouth)
- Whenever hands are visibly dirty
- Regularly throughout the day
- Hand sanitizer will be located throughout the school for student and staff usage. Sanitizer stations are located on interior hallway walls at the entrances and throughout the school. This includes common areas such as the General Office, gymnasiums, and Student Learning Services.
- Sanitizer will also be located directly outside the doorway of each operational classroom/ instructional space. In addition, sanitizer will be placed by high touch equipment such as printers, photocopiers, or water fountains that have touch controls.

Masks and face shields

Staff:

All staff are expected to wear a mask where physical distancing of 2 meters is not consistently possible. Exceptions may be considered when working with individuals with a hearing impairment or when working in a context that supports 2 meters physical distancing or other protective measures are in place. As per Alberta Health Services (AHS) guidelines, a face shield does not replace a face mask, but may be used as an additional measure in conjunction with a face mask.

Students:

- All students K-12 will be provided two reusable masks.
- All students K-12 will be required to wear a face mask while on ETS or yellow bus.
- Students in grades 4-12 will be required to wear masks in all common areas, hallways, and in classroom contexts in which physical distancing cannot be maintained.
- Schools will have masks available for students to use if they become ill during the day and are awaiting pick-up, or on the occasion that they forget or damage theirs.

What school will look like?

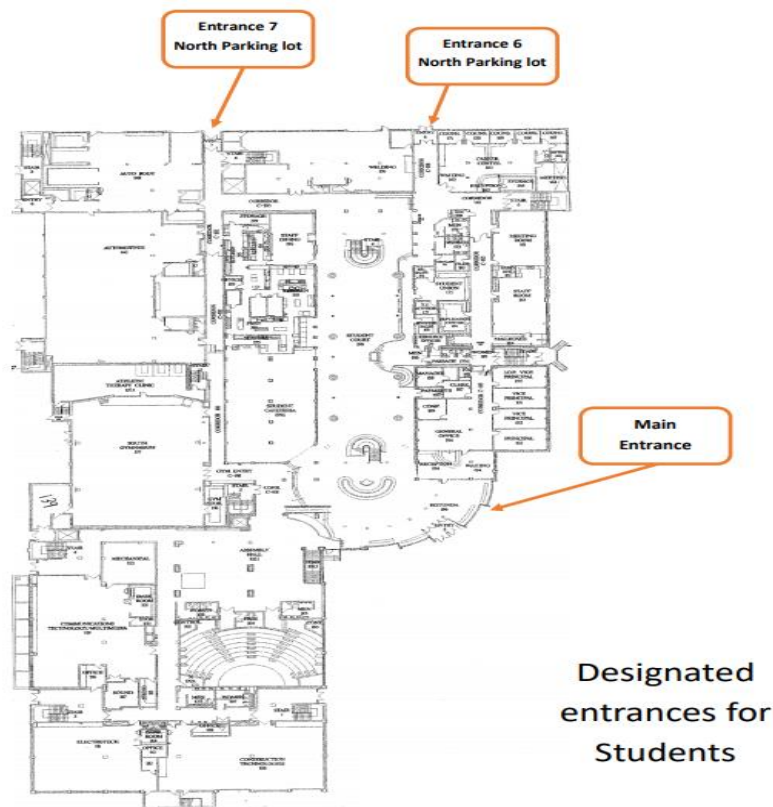
Doors/Entry Processes/Building Access:

Students will now have three entry points to our building (The main entrance at the front of the school, entrances 6 and 7 located in the staff parking lot at the north end of the building). At each of these entrances' students will be asked to abide by the COVID-19 signage illustrating sanitization procedures, mandatory wearing of masks and reminders related to social distancing protocols. Currently, only registered St. Joseph students are permitted to enter the building. Parents requesting meetings with faculty are asked to do so remotely.

Parents are welcome to bring their child to school and to meet them for pick-up outside the school at the end of the day. **A friendly reminder that parents and students are kindly asked not to park in the staff parking lot.** Parking is available along 109th and 110th Streets.

Additional workspaces are now available in the courtyard and in the foyer of the Knights of Columbus Theatre to accommodate appropriate social distancing. Students are asked to maintain 2m social distancing where possible in the building.

- The doors will be open to the school at 7:00 am. we now have three points of entry to the building (See diagram below). When students enter the building, they will proceed directly to their designated Teacher Advisor's meeting area and will not be permitted to wander the halls. When students are in their classroom, they will sit in their assigned desk. **No locker access** is permissible currently.



- Please note it is essential that students are on time for their learning and to help control the movement in the building of students and staff.
- All classrooms will be designated a set of washrooms.
- All hallways and staircases will be clearly marked with one direction flow.
- We continue to be an open campus but encourage students to stay in the tables provided throughout the building and eat lunch.
- Seating in the Cafeteria will be reduced. We expect that students will not share food and will practice social distancing.
- Cafeteria will be open for service. Food service will be with individual packaged food or plated foods.
- No outside food can be delivered to the school or brought in by students.
- There will be no microwaves for staff or student use
- No vending machines.
- Gym is only available for classes and not open to non-instructional time.
- PE lockers will not be available. Students will keep their belongings with the PE teacher who will lock all class items in the PE storage.
- The library will only be open for class use.
- Following lunch, students will be expected to wash their hands and move to their afternoon class.
- Dismissal will also be staggered to reduce the number of students in the hallways.
- Any family members who are coming to the school must have a prearranged appointment. Any facility workers will sign in based on protocols in the office to keep track of anyone coming in and out.
- No sports team will start until September 21.

Lockers:

To reduce touch points in the school, students will not have access to lockers in any area of the school. Students are encouraged to bring only the materials required books/materials needed for the classes they are taking on any given day. This because these materials will need to be carried with them in their backpack.

Illness while on site and stay at home when sick:

Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19 or other infectious respiratory disease before sending them to school. Students who come to school and appear to be unwell will be isolated and must be picked up by a guardian or their designate immediately as outlined in Edmonton Catholic School Division's re-entry plan.

Parents should access COVID-19 testing by accessing the COVID-19 Self-Assessment Tool for Albertans. All students who have symptoms of COVID-19 or travelled outside Canada in the last 14 days or were identified as a close contact of a confirmed case or outbreak must stay home and self-isolate for a period of 10 days. Students must stay home until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases and their symptoms have resolved.

Classroom setup:

Classrooms have been revamped to meet the requirements of the provincial mandate. Teachers and students are required to wear a mask at all times. Extra emphasis must be placed on hand hygiene. Students will be expected to bring their own school supplies to and from school daily as storage spaces will not be supplied. Students must bring their own supplies (pens, pencils, paper, etc.) and cannot share items with peers. Students will use backpacks to transport items and materials.

Lunch:

Although students will have access to individually prepared lunch items in our cafeteria, students will have ample space to enjoy their lunch in the expanded common areas (cafeteria, courtyard, foyer and Otterson Gymnasium) of the school. Please note microwaves will not be available for use on site. Families preparing their own lunches must be mindful there will be no provisions available to heat lunches.

Additional Information:

At this time, our priority is a safe re-entry for students registered at St. Joseph Catholic High School, all athletics and fieldtrips are on hold until further direction is provided from our Division office and Alberta Health Services.

If you have not already identified your learning choice for your child (i.e. on-line or in-person), a friendly reminder that your decision is due by Friday, August 28th. This can be done by logging into PowerSchool. www.powerschool.ecsd.net

Registration will take place as follows:

August 26th Grade 10 students

Last Name A-E 8:00 A.M. – 9:00 A.M.

Last Name F-J 10:00 A.M. – 11:00 A.M.

Last Name K-O 11:00 A.M. – 12:00 P.M.

Last Name P-T 1:00 P.M. – 2:00 P.M.

Last Name U-Z 2:00 P.M. – 3:00 P.M.

August 27th Grade 11 students

Last Name A-E 8:00 A.M. – 9:00 A.M.

Last Name F-J 10:00 A.M. – 11:00 A.M.

Last Name K-O 11:00 A.M. – 12:00 P.M.

Last Name P-T 1:00 P.M. – 2:00 P.M.

Last Name U-Z 2:00 P.M. – 3:00 P.M.

August 28th Grade 12 students

Last Name A-E 8:00 A.M. – 9:00 A.M.

Last Name F-J 10:00 A.M. – 11:00 A.M.

Last Name K-O 11:00 A.M. – 12:00 P.M.

Last Name P-T 1:00 P.M.– 2:00 P.M.

Last Name U-Z 2:00 P.M. – 3:00 P.M.

During this time, students will be directed to pick up their timetable, get their ID photos taken and pick up textbooks. Again, It is recommended fees be paid in advance via the PowerSchool Parent Portal to expedite the registration process. Students requiring course changes will be identified by administration and the required adjustments to the timetable will be done at that time.

Our first days of school will be focused on orientation activities and will be staggered as follows: Wednesday September 2nd for all students (Grade 10s full day 8:40A.M. – 3:15 P.M./Grade 11 and 12 students attend 8:40A.M. – 11:15P.M.). Thursday September 3rd orientation activities continue for Grade 10 and 11 students only (8:40A.M. – 12:00P.M.). Friday September 4 is the first day of regular class instruction for all our students starting at 8:40A.M..

We thank you for your cooperation and patience as we navigate, assess, and make changes necessary to maintain a safe environment of our students and staff. We are looking forward to seeing our students return to school.

Sincerely,

A handwritten signature in black ink that reads "BMKoshka". The letters are stylized and cursive.

Brad Koshka,
Principal