



New Horizons School 2021/22 Re-entry Plan

Introduction

Government announced on July 28, 2021 that most health and safety measures would be removed with a few exceptions. The following excerpt from Alberta Education highlights the changes to protocols:

Updates to Quarantine Requirements for In-Person School in August

Effective July 29, quarantine for close contacts will shift from mandatory to recommended. Therefore, Alberta Health Services (AHS) Public Health will no longer be notifying close contacts of exposures, including close contacts in school settings. At this time, and until any further guidance is provided, isolation for anyone with COVID-19 symptoms and for confirmed positive cases is still required. Testing for symptomatic individuals will continue, and AHS Public Health will continue to follow up with all cases of COVID-19.

Note: The change to practice has been postponed until at least September 27.

This will be a significant change from one year ago when schools re-opened with many health and safety measures in place to support students and staff.

During the pandemic we learned a great deal about protecting self and others from the transmission of viruses. Some practices that were established made sense to continue to support student and staff health and wellness.

The purpose of this re-entry plan is two-fold:

1. To prepare students, parents, and staff for school re-opening in the fall by clarifying what health and safety measures will be in place effective September 1, 2021; and
2. To support an effective back to school transition for students and staff by identifying how we will work with reduced health and safety measures.

The following communication outlines expectations and planning to support the effective implementation of our transitional re-entry plan. Successful implementation is dependent upon the cooperation and efforts made by our community, staff, parents, and students to follow established health measures.

Plan Purpose

The purpose of this Re-Entry Plan is to provide students, parents, and staff with information about returning to New Horizons School in September 2021 given the reduced government health and safety requirements.

This plan will outline how we will transition from the rigorous health and safety measures from the 2020-21 school year to the 2021-22 school year with reduced health and safety measures as

communicated by government. Our continued goal is to provide a smooth transition for return to school by students and staff. We want students, parents, and staff to feel that although the pandemic has changed how we live and work, NHS remains the same safe and caring learning environment for all.

Plan Goal

The goal of this plan is to support successful student re-entry into the school through implementing a transitional plan that will begin with some required and optional health and safety measures with the intention of reducing and or eliminating all measures when it is deemed appropriate.

Plan Monitoring

Daily	<ul style="list-style-type: none">● Ensure effective application of board required health and safety measures● Supervisor and teacher / Educational Assistant notes on successes and challenges of implementing health and safety measures (using google forms)● Student, staff and parent verbal and written feedback (including classroom discussions, parents phone calls, emails and letters, staff communication to the principal)● Staff reports on classroom implementation of the re-entry plan● Review of identified gaps in the plan’s implementation
Mid-month	<ul style="list-style-type: none">● Administrator Meeting to discuss plan effectiveness and any required changes to the implementation of health and safety measures● Review of OH&S Risk Assessment Forms submitted by staff● Review communication process with students, parents, and staff regarding how the implementation is working and any changes that are required
Monthly	<ul style="list-style-type: none">● Staff meeting discussion about plan’s effectiveness and discuss potential changes to improve plan effectiveness● September 27 – re-evaluate masking requirements and other health and safety measures to determine next steps● Review of community vaccine rates(AHS data)

****Note:** The Board and Administration may make changes through the ongoing review of the need for health and safety measures due to COVID-19 risks and transmission rates. If transmission rates are low, along with accompanying risks, all or some health and safety measures may be eliminated.

Expectations

School Transition Plan:	
1	<p>To reduce COVID-19 transmission:</p> <ul style="list-style-type: none">a. Parents will use the AHS COVID-19 Screening tool to screen their children daily before bringing them to school. The screening tool is Appendix A of this re-entry plan. Parents are asked to inform the principal or their child’s teacher if they test positive for COVID-19. If a child tests positive for COVID-19, they must quarantine for 10 days (as per AHS requirements). Students identified as close contact will be required to quarantine for 14 days (as per AHS requirements) before returning to school.b. Students, staff and visitors must maintain a strict stay-at-home policy for anyone exhibiting symptoms of COVID-19 or other illness.c. Temperature checks <u>may</u> be used using a contactless thermometer.d. Parents will pick up their child if they develop symptoms of illness at school during the day. If a child develops symptoms while at school, parents will be called to pick up the child immediately and the child will be brought to an isolated space with care to await pick up.e. Stay-at-home policy for any students or staff exhibiting symptoms of illness. If the illness is Covid-19 symptoms, Alberta Health Services requirements for isolating must be followed.f. Parents and non-essential persons are permitted in the school providing a mask is worn and they have completed the AHS pre-screen for adults and are symptom free.g. Plans for school events that involve gatherings may be altered at the discretion of the school principal.h. Communal sharing of resources, food and spaces will be limited. Parents will provide and maintain individual student school supplies, water bottle and other resources. If communal sharing of resources is required, students will wash or sanitize their hands before and after using the resources. Water bottle filling stations will remain open while drinking fountains will be closed. When sharing of equipment is required, the equipment shall be cleaned between uses.i. Hand hygiene is expected when entering and exiting the school, classrooms, washrooms and before and after eating. Hand hygiene procedures will be followed when entering and exiting the school and classrooms and before and after eating. Sanitizer will be available throughout the classrooms, school and at entrances/exits.

	<p>j. Respiratory etiquette will be taught and reinforced. This includes avoiding touching the face, disposal of used tissues promptly and covering coughs and sneezes with the elbow or tissue.</p> <p>k. Wearing of masks inside the school are required for grade 4 – 9 students. Students, when sitting at their desk may take their masks off. If a child exhibits COVID-19 symptoms a mask must be worn while they are moved to an isolated space and to await parent pick up.</p> <p>l. Wearing of masks for kindergarten to grade 3 students is required inside the school. Masks may be removed when students are sitting at their desks. If a child exhibits COVID-19 symptoms a mask must be worn while they are moved to an isolated space and to await parent pick up. Note: Parents may request an exemption (in writing) to mask wearing for K to gr. 3 students for social-emotional and medical reasons. Each request will be given full consideration and the parent will be informed of the decision.</p> <p>m. Teachers and Educational Assistants must wear masks in all settings where physical distancing cannot be maintained. If a face shield is worn by the teacher or Educational Assistant, masks must also be worn.</p> <p>n. Guided foot traffic flow through entrances and hallways using markers on the floor or pylons/barriers. Students and staff should follow directional flow and observe physical distancing whenever possible while moving throughout the school.</p> <p>o. Signage. Signage will be posted on all outside doors reminding individuals with COVID-19 symptoms not to enter the school. Signage will be placed throughout the school including washrooms reminding students and staff to wash or sanitize their hands, and to maintain physical distancing.</p> <p>p. Students who travel out of country will be required provide a negative COVID-19 test or note from their doctor.</p>
2	<p>Cleanliness:</p> <p>a. School cleaning and disinfecting will be enhanced. Enhanced environmental cleaning and disinfecting, including daily cleaning for all areas of the school, washrooms and high-touch surfaces. These areas will be cleaned several times a day and a regularly scheduled deep cleaning when students are not present will occur.</p> <p>b. Playground and playground equipment – Students will have access to the playground equipment. Kindergarten through grade 6 students will remain in their cohort for use of the playground equipment and while playing on the playground. Grade 7 – 9 students will not need to be in a cohort on the playground, but should maintain physical distancing.</p> <p>Handwashing. Students and staff should wash their hands for at least 20 seconds:</p> <ul style="list-style-type: none"> ● When entering the school and before they go home ● Before and after transitions within the school such as recess ● Before eating and drinking

	<ul style="list-style-type: none"> ● After using the bathroom ● After playing outside ● After coughing or sneezing into their hand ● When hands are dirty <p>Staff should wash hands for at least 20 seconds:</p> <ul style="list-style-type: none"> ● Before handling food or assisting students with their food ● Before and after giving or applying medication or ointment to a child or self ● After contact with body fluids such as runny nose, saliva, etc ● After cleaning tasks ● After removing gloves ● After any clean-up including putting article in garbage receptacles
3	<p>Physical Distancing:</p> <ol style="list-style-type: none"> a. Rooms will be organized to enable physical distancing. This includes separation of desks or using desk shields if not physically distanced and teaching outside when appropriate. b. Foot traffic through the school will be minimized. Floor markers will guide traffic flow in hallways and school entrances and exits will be assigned to student groups. c. Gatherings will be permitted within the school and on the school grounds. This includes school assemblies and field trips. Physical distancing between cohorts is expected. d. Kindergarten to grade 6 students are required to remain in their cohorts (cohort is defined as the students in one classroom) for recess and inside the school. This will be reviewed monthly. Cohorts will be maintained as much as possible inside the school with the exception of mathematics and junior high options. Grade 7 – 9 students will not be required to stay within their cohort but are required to follow all other health and safety measures. e. Music, physical education and other subject area activities may be altered to support health and safety measures as required by the teacher or principal.

Emergency Procedures	
1	<p>If a child becomes symptomatic during the school day:</p> <ol style="list-style-type: none"> a. Parents will be called to pick up their child as soon as possible. b. The child will be moved to an isolated space and cared for until the parent arrives. c. The child can return to school when symptom free. d. If the child is diagnosed with COVID-19, it is expected that the child will remain home until symptom free to mitigate and manage risks of COVID-19 transmission.
2	<p>If there is a school emergency that requires evacuation of the school:</p> <ol style="list-style-type: none"> a. Students will be evacuated immediately from the school using the nearest exit. Note that physical distancing may not be followed.

	b. Once the school is cleared for re-entry, students will return to school through their assigned school entry door.
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A Student’s School Day

Be Prepared for Things to Look and Be Done Differently

Even though the government may remove some or all health and safety measures effective September 27, NHS will maintain a number of measures to assist in mitigating transmission of COVID-19.

Pre-Screening Your Child at Home Before School

It is expected that parents will pre-screen their child(ren) daily prior to coming to school using the AHS pre-screen checklist (found in Appendix A). We expect that if your child is showing symptoms of illness, she/he will stay home.

The school will provide specific information about educational programming for your child if they are isolating at home.

If a Child Gets Sick or Shows Symptoms at School

If a child shows symptoms at school, they will be moved to the designated sick room. Attending supervisor will wear gloves, mask, protective eyewear (if required) and disinfect the area where the student was working. A mask will be provided to the child immediately. A supervisor will look after the child in the sick room. Parents will be called to come pick up their child immediately. The child will not be able to travel home on the bus. See Appendix A for symptoms.

Arrival at school – Student drop off

Students should arrive between 8:15 am and 8:30 am as supervision will be provided until class instruction begins at 8:35 a.m.

Drivers are expected to follow the school’s [Traffic and Parking Management Plan](#). Parents will remain in their vehicles during drop off unless assisting their child out of the vehicle. Supervisors will not be able to assist students from vehicles.

Students will enter through their assigned entrance door and are required to sanitize their hands. Students will travel directly to their classroom or other assigned location. Information regarding assigned entrances will be sent to parents prior to the first day of school via email.

If your child accesses bus transportation, the school bus stop is on Strathcona Drive. Students from each bus will have a designated school entry to support arrival and dismissal protocols. Student entrance and exit doors will be communicated to parents prior to the first day of school. When entering the school, students must sanitize their hands.

The School Day

Students will be able to travel throughout the school and will have access to the gymnasium, music room and learning commons. It is encouraged that students and staff limit foot traffic in the hallways.

Washrooms

If students need to go to the washroom, their teacher will provide permission. No more than two students are permitted in the washroom at one time. Students will follow the hallway arrows for travelling to and from the washroom, will wash their hands prior to leaving the washroom and will use hand sanitizer upon return to the classroom.

Recess and Lunch Time

Students will sanitize their desk as well as their hands prior to eating lunch at their desk. After eating is completed, students will again sanitize their desks.

Teachers will provide direction to students when it is time to go outside for recess and lunch time. Students will follow directional arrows on hallway floors to their assigned entrance/exit door. Kindergarten to grade 6 students will be required to stay in their cohort. Cohort scheduling for playground equipment use is required. Grade 7 – 9 will not need to remain in their classroom cohort but are expected to physically distance as much as possible and observe all other health and safety measures.

Learning Commons

Students will have limited access to the Learning Commons for accessing books or using the space. Teachers will provide students with direction about how to access materials from the Learning Commons and how to return materials handled or used. Materials returned will be placed in quarantine for the specified time period.

Dismissal

Child pick-up procedures will remain in place as identified in the school's [Traffic and Parking Management Plan](#).

The classroom teacher will direct students when it is time to dismiss for the day. Students will follow hallway floor markings and exit the school using their assigned entrance/exit door and sanitize their hands as they exit the school.

Students waiting for pick up are expected to physically distance.

Students taking the bus will follow hallway floor markings and exit the school using their assigned entrance/exit door and sanitize their hands as they exit the school.

Questions

If parents have questions about the re-entry process, please visit the school's web page for the New Horizons Charter School Re-entry Plan. Please also email the school administration or contact the school office and someone will get back to you with a response to your question.

Communication

Open lines of communication between home and school are essential. Parents are encouraged to call or email the school office or their child's teacher if there are any questions or concerns.

School Staff Information for the Re-Entry Plan

Screening for Symptoms

Schools will keep records of children and staff with pre-existing conditions such as allergies. If symptoms, not associated with pre-existing conditions, are developed the child/staff member must remain at home until symptom free.

Anyone reporting symptoms will be directed to stay home.

Signage will be posted on all outside doors reminding individuals with COVID-19 symptoms not to enter the school.

Mask and Face Shield Wear

Teachers and Educational Assistants will wear masks when not physically distancing from students and other staff members. **This requirement will be reviewed monthly.**

Student or Staff Shows Symptoms at School

If a child shows symptoms at school, move the child to the designated sick room. Attending supervisor should wear gloves, mask, protective eyewear and disinfect the area where the student was working. Provide the child with a mask immediately. A supervisor will look after the child in the sick room. Physical distancing should be maintained between the child and staff member. Proper hand hygiene should always be followed.

The parent / guardian should be contacted immediately to pick them up right away.

Staff members who develop symptoms at school should immediately go home. If the individual requires a ride home one will be provided.

Visitors displaying symptoms must not enter the school.

Informing Supervisor

Staff must inform the principal if they test positive for COVID-19.

Hazard Assessment and Controls

With the return of staff and students to New Horizons School and the delivery of educational programming for scenario 1, it is important that staff are aware of and deal with potential hazards appropriately.

Alberta Health Services (<https://open.alberta.ca/dataset/d15fd819-4bce-413e-9333-709928546337/resource/53f61081-0e58-4b3f-82e5-5f368d327b9a/download/2015-03-ohs-best-practices-bp018.pdf>) note that a site-specific hazard assessment “is performed before work starts” (p. 5) The purpose of this plan is to deal with associated risks centered on the transmission of the COVID-19 virus. Therefore, prior to classes beginning it is essential that all staff survey their classrooms, offices and work areas to ensure any potential risk of transmission is mitigated.

When completing the hazard assessment, identify ways to control the hazard (in this case, transmission of a virus). These are:

1. Engineering controls – Control hazard at source by making physical changes to the environment (e.g. plexiglass barriers on desks, isolation room for sick students)
2. Administrative controls – Control the hazard along the path (e.g. safe work practices, physical distancing, frequent cleaning)
3. Personal Protective Equipment (PPE) – Control the hazard at the student or staff (e.g. masks)

All staff must complete a hazard assessment for the environment that they work (e.g. classroom, office) prior to students arriving at the school. A new hazard assessment should be completed for each new environment that a teacher uses for their work and or if conditions within an environment change (e.g. teacher changes desk arrangement in classroom). A hazard assessment checklist is included with this plan (Appendix B).

Reporting Hazardous Conditions

Staff should discuss their plan to address hazards with their principal. Any situation that arises that creates or has the potential to create a hazardous condition must be reported to the principal and or the school’s OHS Committee.

Supporting Physical Distancing

Classroom Configuration

Teachers should plan their classroom desks to maximize the opportunity to have as much distance as possible between desks or use desk shields.

School Staff Room

School staff are encouraged to maintain safe distancing in areas such as staff rooms where congregating may occur. Tables will be spaced for 2 metre separation where appropriate.

Disinfectant is available to disinfect areas used by staff during the day. Disinfecting should occur immediately before and after eating lunch. Hand sanitizer is available in the staffroom, classroom and hallways for staff use.

Cleaning and Sanitizing in Classrooms and School

A school caretaker will clean and disinfect high touch surfaces including door handles, microwave ovens, light switches, water fountain buttons and common areas in the school during the school day and each evening after the school has been closed.

Disposable towels and spray disinfectant will be available for staff to disinfect high touch surfaces in their classrooms.

Use of shared resources or equipment may occur.

Hand Hygiene and Respiratory Etiquette

Education

Teachers for all grade levels provide health education on the following topics:

- How to wash hands (see AHS guidelines)
- Respiratory etiquette
- Staying home if sick
- Physical distancing
- Avoiding touching face, mouth, nose and eyes.

Signage

Signs will be posted in all areas of the school that promote each of the above topics.

Appendix A

Screening Questionnaire for Adults 18 Years and Older

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

1.	Do you have any new onset (or worsening) of the following symptoms:		
	• Fever	YES	NO
	• Cough	YES	NO
	• Shortness of Breath / Difficulty Breathing	YES	NO
	• Sore throat	YES	NO
	• Chills	YES	NO
	• Painful swallowing	YES	NO
	• 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?		
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?		
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?		

* “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. Use the AHS Online Assessment Tool or call Health Link 811 to arrange for testing and to receive additional information on isolation. Individuals with fever, cough, shortness of breath, runny nose, sore throat or loss of sense of taste or smell are required to isolate for 10 days as per CMOH Order 39-2021 OR receive a negative COVID-19 test and feel better before returning to activities..

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

Screening Questionnaire for Children Under 18

Overview

This checklist applies for all children, as well as all students who attend kindergarten through Grade 12, including high school students over 18. Children should be screened every day by completing this checklist before going to school, childcare or other activities. Children may need a parent or guardian to assist them to complete this screening tool.

If your child has traveled outside Canada in the last 14 days, follow the Government of Canada Travel, Testing, Quarantine and Borders instructions, including any requirements for exempt travelers related to attending high-risk environments.

Screening Questions for Children under 18:

1.	Does the child have any new onset (or worsening) of the following core symptoms:	Circle One	
	Fever Temperature of 38 degrees Celsius or higher	YES	NO
	Cough Continuous, more than usual, not related to other known causes or conditions such as asthma	YES	NO
	Shortness of breath Continuous, unable to breathe deeply, not related to other known causes or conditions such as asthma	YES	NO
	Loss of sense of smell or taste Not related to other known causes or conditions like allergies or neurological disorders	YES	NO
<p>If the child answered “YES” to any symptom in question 1: The child is required to isolate for 10 days from onset of symptoms as per CMOH Order 39-2021 OR receive a negative COVID-19 test and feel better before returning to activities</p> <p>Use the AHS Online Assessment Tool or call Health Link 811 to arrange for testing and to receive additional information on isolation.</p> <p>If the child answered “NO” to all of the symptoms in question 1, proceed to question 2.</p>			
2	Does the child have new onset (or worsening) of the following other symptoms:		
	Chills Without fever, not related to being outside in cold weather	YES	NO
	Sore throat/painful swallowing Not related to other known causes/conditions, such as seasonal allergies or reflux	YES	NO
	Runny nose/congestion Not related to other known causes/conditions, such as seasonal allergies or being outside in cold weather	YES	NO
	Feeling unwell/fatigued	YES	NO

	Lack of energy, poor feeding in infants, not related to other known causes or conditions, such as depression, insomnia, thyroid dysfunction or sudden injury		
	Nausea, vomiting and/or diarrhea Not related to other known causes/conditions, such as anxiety, medication or irritable bowel syndrome	YES	NO
	Unexplained loss of appetite Not related to other known causes/conditions, such as anxiety or medication	YES	NO
	Muscle/joint aches Not related to other known causes/conditions, such as arthritis or injury	YES	NO
	Headache Not related to other known causes/conditions, such as tension-type headaches or chronic migraines	YES	NO

If the child answered “YES” to ONE symptom in question 2:

Keep your child home and monitor for 24 hours.

If their symptom is improving after 24 hours, they can return to school and activities when they feel well enough to go. Testing is not necessary.

If the symptom does not improve or worsens after 24 hours (or if additional symptoms emerge), use the AHS Online Assessment Tool or call Health Link 811 to check if testing is recommended.

If the child answered “YES” to TWO OR MORE symptoms in question 2:

Keep your child home.

Use the AHS Online Assessment Tool or call Health Link 811 to determine if testing is recommended. • Your child can return to school and activities once their symptoms go away as long as it has been at least 24 hours since their symptoms started.

If the child answered “NO” to all questions: • Your child may attend school, childcare and/or other activities

Please note: If your child is experiencing any symptoms from the lists above, do not bring them to visit a continuing care or acute care facility for 10 days from when symptoms started or until symptoms resolve (whichever is longer), unless they receive a negative COVID-19 test result and feel better.

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Appendix B

Formal hazard assessment and control (template)

Job/position/work type:					Date of assessment:	
Assessment performed by: (names)					Reviewed/revised:	
Tasks (List all tasks/activities of the job/position)	Hazards (List all existing and potential health and safety hazards)	Se veri ty	Lik elih ood	Ris k	Controls (List the controls for each hazard: Elimination, Engineering, Administrative, Personal Protective Equipment)	Date implemented:
		S x L = R				

<p>Severity: How serious could the consequences be? 3 – It could kill you or cause a permanent disability, today or over time.</p>	<p>Likelihood: How likely is it going to happen? 3 – It is highly likely. 2 – It might happen.</p>	<p>Risk: Calculate the risk of hazards to prioritize preventive actions. Severity x Likelihood = Risk</p>
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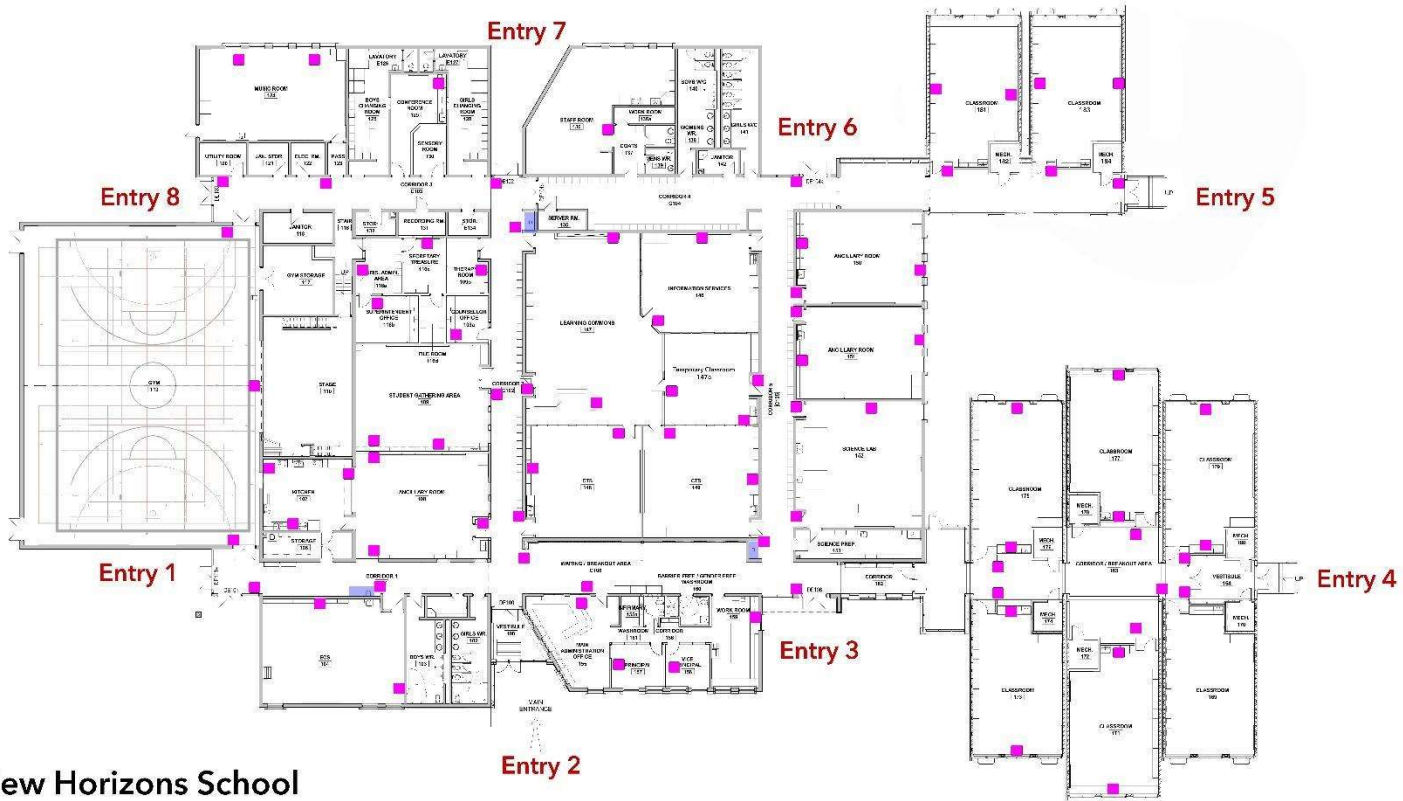
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2 – It could send you to the hospital. 1 – It could make you uncomfortable.	1 – It is unlikely.	
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Completing this form alone will not necessarily put you in compliance with the legislation. It is important and necessary that you customize this document to meet the unique circumstances of your work site. Further, it is essential that this document is not only completed, but is used, communicated, and implemented in accordance with the legislation. The Crown, its agents, employees or contractors will not be liable to you for any damages, direct or indirect, arising out of your use of this form.

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New Horizons School
Re-Entry Fall 2020
Hand Sanitizers