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**L A C O M B E  
CHRISTIAN SCHOOL**

# **Re-Entry Plan 2020-2021**

## Overview

**This document has been drafted in response to the 2020-2021 School Re-entry Plan released by Alberta Education on June 20, 2020. It's important to note that the direction and guidance from the Alberta Government is likely to change, as the Covid-19 situation remains fluid. Lacombe Christian School's Admin and Board will strive to keep on top of these developments, to ensure timely communication moving forward. Alberta Education has indicated that the final plan for re-entry will be provided by August 1, 2020, including which scenario is to be expected at the start of the school year.**

Regardless of what the Fall brings, it is important to note that we're all in this together. There are, and have been, impacts to us all.

Below you'll find key details of the Lacombe Christian School plan, based on what has been communicated by Alberta Education, and our own interpretation of what this might look like in our context.

Schools have been directed to plan for 3 scenarios that could exist in the Fall:

SCENARIO 1: In school classes resume with some restrictions

SCENARIO 2: In-school classes partially resume (additional health measures)

SCENARIO 3: At-home learning continues (in-school classes suspended/cancelled)

4 guiding principles have been identified by Alberta Education to help drive this process:

- Safety of children, students, and staff comes first
- Children and student learning will continue
- Provincial funding is still flowing to schools
- School authorities have flexibility to do what is best for their community

In light of the above principles and guidelines, Lacombe Christian School admin has taken an approach that seeks to balance safety, learning, and reasonableness.

## Scenario 1- In school learning with some restrictions

General Guidelines & Information	
<p><b>TRANSPORTATION</b></p> <p>Lacombe Christian School is adhering to the Wolf Creek Public School Division Transportation Guidelines:</p>	<ul style="list-style-type: none"> <li>● Children/students should not board the bus if they have symptoms of COVID-19. Parents/guardians are required to conduct the <a href="#">Alberta Health Daily Checklist</a> with their student(s) each day prior to boarding the bus.</li> <li>● Non-medical face masks are required for students in grades 4-12.</li> <li>● Non-medical face masks may be considered for students in grades K-3, however they are not routinely recommended.</li> <li>● Bus Drivers will operate their bus wearing a non-medical mask.</li> <li>● As much as practical, children/students start boarding from the back seats to the front of the bus while maintaining 2 metres of physical distancing.</li> <li>● As much as practical, students will be assigned seats and students who live in the same household will be seated together.</li> <li>● As much as practical, students start disembarking from the front seats to the back of the bus while maintaining 2 metres of physical distancing.</li> <li>● Drivers will increase the frequency of cleaning and disinfecting of high-touch surfaces, such as door handles, window areas, rails, steering wheel, mobile devices and GPS at the end of each morning and evening run.</li> <li>● A vehicle cleaning log will be kept by each driver.</li> <li>● Hand sanitizer will be available on the bus.</li> <li>● Each school bus will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations.</li> <li>● No sharing of personal items (food, toys, water bottles, etc.).</li> <li>● If a child becomes symptomatic during the bus trip, the driver will contact the school to make the appropriate arrangements to pick up the child/student. A child who becomes symptomatic during the bus trip should be provided a mask if they are not already wearing one.</li> <li>● All parents must complete the Riding a Bus Responsibility Card that will be distributed by drivers.</li> </ul>
<p><b>STUDENT LEARNING</b></p>	<p>Student learning and regular programming will continue as much as possible.</p> <ul style="list-style-type: none"> <li>● PAT's (Math and ELA only) are optional</li> <li>● SLA's optional</li> </ul> <p>Specialized supports and services will continue (see Standards for Special Education for more information on inclusive education guidelines)</p> <ul style="list-style-type: none"> <li>● IPP programming and goal execution will continue</li> <li>● EA's will continue to support student learning</li> </ul>

	<p>Mental health supports will be made available to students (and staff)</p> <p><u>Course adjustments:</u></p> <ul style="list-style-type: none"> <li>● Limit or eliminate sharing of materials</li> <li>● If not possible, sanitize materials between uses (Art, PE, Foods, Construction, etc.)</li> <li>● PE-consider outdoor use as much as possible, sports/activities that limit in-person contact (fitness, running, badminton, etc.)</li> <li>● Food studies can continue, but no sharing of prepared food with other students or staff</li> <li>● Music classes/singing <ul style="list-style-type: none"> <li>○ Wind Instruments should not be played</li> <li>○ Keep groups as small as possible/feasible</li> <li>○ If singing (devotions or course related), spread apart and socially distance. If that is not possible, singing is not recommended</li> <li>○ Some previously combined classes may be separated (ie. Grade 7 and 8)</li> <li>○ Teachers will train students on how to use Teams properly at the beginning of the school year</li> </ul> </li> </ul> <p>Reorganization of rooms to allow for more physical space</p> <ul style="list-style-type: none"> <li>● cohorting of students by class where possible <ul style="list-style-type: none"> <li>○ e.g. separate Music classes, gym classes (e.g. using curtain)</li> </ul> </li> <li>● Space out students as much as possible (desk arrangements, use of tables)</li> <li>● Remove area rugs and soft furnishings (e.g. pillows, comfy chairs, etc.)</li> <li>● Classroom doors stay open as much as possible</li> </ul> <p>If self-isolating, staff should continue to support student learning at school if possible</p> <ul style="list-style-type: none"> <li>● Remote in, prepare lessons, consult staff on site</li> <li>● Staff should be prepared to continue teaching from home, supporting student learning, assisting replacement staff/subs, as much as possible</li> <li>● If a staff member becomes symptomatic during the day, they should report to the office and administration will provide coverage so they can leave the building <ul style="list-style-type: none"> <li>○ Records will be maintained for contact tracing purposes, for any Sub Teachers on campus</li> </ul> </li> <li>● Students who are at home sick or self-isolating will continue to receive learning materials, support, and instruction as much as possible</li> </ul>
<p><b>ENTRY &amp; EXIT PROTOCOLS</b></p> <p><b>FOR STUDENTS</b></p>	<p>Every morning before leaving for school parents must screen their child using the <a href="#">Alberta Health Daily Checklist</a>. A further resource for parents is our <a href="#">LCS Simplified Stay at Home Guide</a>.</p> <ul style="list-style-type: none"> <li>● If any child from a household shows any symptoms according to the Daily Health Checklist, that are not related to a pre-existing condition, parents must keep that child at home. Parents must be sent a copy of the screening questionnaire for their reference.</li> </ul>

	<ul style="list-style-type: none"> <li>● Each Grade must enter and exit the school through their designated entryway. Entryways are clearly marked with signage for the designated cohorts.</li> <li>● Once students enter the building, they are required to go straight to their classroom.</li> <li>● Thermometers are available for students who present with symptoms.</li> </ul> <p>For pick up and drop off, teachers will be assigned at the door for morning drop off and afternoon pick up of students. These teachers will be responsible for maintaining the following rules and guidelines:</p> <ul style="list-style-type: none"> <li>● Parents must maintain a 2-metre distance when waiting at the door.</li> <li>● Once students are dismissed at the end of the school day, they are required to go directly home, to the bus stop, or to their parent’s vehicle.</li> </ul> <p>For dismissal bus students, teachers must follow these procedures for dismissing bus students:</p> <ul style="list-style-type: none"> <li>● Teachers should make sure that bus students are ready before dismissal time.</li> <li>● All teachers will be assigned the responsibility of monitoring the hallways during the dismissal time.</li> </ul>
<p><b>ENTRY &amp; EXIT PROTOCOLS</b></p> <p><b>FOR VISITORS</b></p>	<p>Any visitors from outside the school must be screened using the <a href="#">Alberta Health Daily Checklist</a>. A copy of the Checklist will be posted outside the school for visitors to reference. If the visitor answers ‘yes’ to any of the questions, they must not be allowed to enter the building.</p> <p>As normal, visitors who pass the Checklist:</p> <ul style="list-style-type: none"> <li>● Will be required to sign in and record the date of their visit at the table just inside the main entrance (on each campus).</li> <li>● The signatures of the visitors should also be taken as an agreement that they do not carry any symptoms of COVID-19 as outlined from the Checklist.</li> <li>● Lacombe Christian School will keep records of the visitors for 14 days, for contact tracing purposes in the event of an outbreak.</li> <li>● Only required visitors will be allowed on campus</li> <li>● Parent Volunteer programs have been suspended until further notice and therefore volunteers will not be allowed on campus</li> </ul>
<p><b>SCREENING PROTOCOLS</b></p>	<p>Regular health screening of all staff and students will take place. Strict stay-at-home policy for any students or staff exhibiting symptoms of Covid-19.</p> <ul style="list-style-type: none"> <li>○ Screening tool must be provided to staff/parents prior to start of school</li> <li>○ Students who arrive at school sick will not be allowed to attend class, and should be brought to the office</li> <li>○ Staff should stay home if sick, and a substitute teacher will be arranged for that staff member if needed</li> </ul>

	<ul style="list-style-type: none"> <li>○ Substitute Teacher &amp; EA pool has been expanded <ul style="list-style-type: none"> <li>■ Records will be maintained for contact tracing purposes</li> </ul> </li> </ul> <p>In-school illness protocol for staff/students:</p> <ul style="list-style-type: none"> <li>● If a student develops symptoms while at school, they should be encouraged to wear a non-medical mask, brought to the school office, and isolated in sick room if possible</li> <li>● All items the student touched/used must be cleaned and disinfected as soon as possible</li> <li>● Items that cannot be cleaned or disinfected should be quarantined for at least 10 days</li> <li>● If 2 or more staff/students in a cohort are identified to have Covid like symptoms, outbreak notification procedures will be followed, according to direction from AHS</li> </ul> <p>Schools will keep records of a student’s known pre-existing conditions (for consideration in case of suspected illness)</p> <ul style="list-style-type: none"> <li>● Covid testing can determine if an individual is positive for virus</li> <li>● If student or staff test positive for Covid-19, they must legally self isolate according to the AHS guidelines</li> </ul>
<b>HAND HYGIENE</b>	<p>Increased hand hygiene expectations</p> <ul style="list-style-type: none"> <li>● Sanitize hands when entering the school and classrooms, before and after eating</li> <li>● Sanitizing station at main entrances to school</li> <li>● Strict visitor protocols (screening, entry to building, record keeping, hand sanitizing)</li> <li>● Continual reminders of the importance of respiratory etiquette (e.g. cover coughs and sneezes, avoid touching the face and disposal of used tissues promptly, followed by hand hygiene)</li> <li>● Handwashing signage and posters are prominently displayed throughout the campus and at hand washing areas for easy viewing.</li> </ul>
<b>MASK USE</b>	<p>LCS Students in grades 4 to 9 will be required to wear masks in school, as per the Alberta government update released on August 4th, 2020. <a href="#">Click here</a> for the statement release.</p> <ul style="list-style-type: none"> <li>● Notification from a parent with a letter signed by a physician is required if staff/students are to be exempted from wearing a mask.</li> <li>● Students and staff will be educated on the proper mask use, storage, and care.</li> </ul>
<b>ENHANCED CLEANING PROTOCOLS</b>	<p>Enhanced environmental cleaning, hygiene, and disinfecting procedures are assigned to custodians in accordance with the <a href="#">Alberta Health Services Environmental Cleaning Document</a>.</p> <p>Extra cleaning roles and responsibilities are assigned according to <a href="#">Teacher Roles</a> and <a href="#">Administration Roles</a>;</p> <p>Signage and posters outlining the above procedures are provided to relevant parties.</p>

<p><b>HALLWAY PROTOCOLS</b></p>	<p>Hallway traffic will be controlled and minimized during the school day, in common areas, at entrances and hallways</p> <ul style="list-style-type: none"> <li>● Stagger student entry into building (using designated entryways by cohort)</li> <li>● Schools should develop procedures and plans for in-person learning that supports physical distancing where possible, and to separate cohorts to the greatest extent possible.</li> <li>● Traffic flow throughout the school is controlled with prominent arrows marked on floors in hallways</li> </ul> <p>Note that it is important not to reduce the number of exits, and ensure the fire code is adhered to</p> <p>Markings have been put throughout the school to show how far apart students should walk (2 meter Physical Distancing reminders)</p> <p>Students should be trained at the beginning of the year on how to walk in the hallway, and should be reminded regularly throughout the year.</p> <p>Monitors are assigned for hallways during the arrival and dismissal of students</p> <p>Reduce the number of students dismissed at one time from the classes to go home</p> <p>Hallway rules:</p> <ul style="list-style-type: none"> <li>● No running or jumping in the hallway</li> <li>● No wandering in the hallways</li> <li>● Walk on the right hand side of the hallway</li> <li>● No touching</li> <li>● No shouting</li> <li>● Stay in line</li> <li>● No loitering</li> </ul> <p>Organize students into cohorts (classroom, grade, and division)  Hallways marked by Administration  Students are dismissed according to the plan  Students are taught hallway procedures</p>
<p><b>LOCKER PROTOCOLS</b></p>	<p>Arrangements for storage of personal items:</p> <ul style="list-style-type: none"> <li>● Lockers will be assigned, with no sharing</li> <li>● Lockers will not be locked</li> <li>● Locker access will be staggered to maintain physical distancing</li> <li>● Locker access will be minimized where possible</li> </ul>
<p><b>CLASSROOM PROTOCOLS</b></p>	<p><b>RULES:</b></p> <ul style="list-style-type: none"> <li>● Do not combine classes together for activities</li> <li>● Put desks 2 meters apart when possible</li> <li>● Students wash their hands regularly throughout the day (when entering the school in the morning or after recess, before/after eating)</li> </ul>

- Desks should be in rows, not facing each other
- Students should have their own supplies
- Activities should not include singing, cheering, etc
- Teachers are responsible for monitoring and enforcing the rules
- Rules must be posted in the classrooms and shared with parents
- Teachers must stay in their classrooms in the morning when students arrive, and stay there when students are in classrooms for the day
- Students who are not obeying the rules will be sent to the office.
- Office will decide whether to call the parents or to put the child somewhere else

**PROTOCOLS:**

Washing Hands Protocol:

- Teacher is in charge of ensuring that students wash their hands regularly throughout the day
- The teacher will ensure that proper handwashing techniques are taught at the beginning of the year, and reminded regularly throughout the year
- The teacher will ensure that students follow a set routine for washing their hands, so they are not all lining up at the sink at the same time

Students will wash their hands:

- Right away when they enter the classroom at the beginning of the day
- When they enter the classroom after recess break
- Before they start eating
- After they finish eating

**TEACHER CHECKLIST:**

- Desks are 2 meters apart when possible
- Desks are in rows, not facing each other
- Students have their own supplies ready to go before the first day of school
- Disinfectant is in the classroom ready to be used by the teacher throughout the day, according to the procedures set by AHS

**Washing hands checklist (self assessment by students)**

Students washed their hands in the morning  
 Students washed their hands after morning recess  
 Students washed their hands after lunch recess  
 Students washed their hands before eating snack  
 Students washed their hands before eating lunch



<p><b>SUPPLIES PROTOCOLS</b></p>	<p>As much as possible, adopt a no sharing policy, all students should have their own supplies  where sharing of equipment is required, such as laptops, equipment should be cleaned regularly</p> <ul style="list-style-type: none"> <li>• Microwaves and other common-use appliances have been removed from classrooms and common areas</li> </ul>
<p><b>PHYSICAL DISTANCING &amp; COHORTS</b></p>	<ul style="list-style-type: none"> <li>• Teachers move to students as much as possible</li> <li>• Junior High will be assigned to one main classroom as much as possible</li> <li>• Breaks in classrooms or the division hallway</li> <li>• Staggered Lunch recesses according to division cohorts and will include rotating schedule</li> <li>• Avoiding large gatherings such as assemblies.</li> <li>• Hallway traffic- general rule is 'drive on the right side of the road'</li> <li>• Stagger/manage student departure at the end of the day</li> <li>• Consider how best to stagger washroom breaks, start/end of recess, other essential movement of staff/students</li> <li>• Maintain physical distancing in staff room</li> <li>• Additional cleaning of common use items (photocopier, microwave and other appliances)</li> </ul>
<p><b>RETURN TO PLAY (SPORTS)</b></p>	<p><b>LCS Guide for the <i>RETURN TO PLAY</i> in a Scholastic Setting in Stage 2</b>  General COVID-19 Guidelines</p> <p><b><u>General Guidelines:</u></b>  The purpose of this document is to give general recommendations on how to run athletics in a scholastic setting during the ongoing COVID-19 pandemic.  Prior to any <i>Return to Play</i>, it is strongly recommended that you are familiar with all of the AHS and GoA guidelines.</p> <p><b><u>Cohorts:</u></b>  A Cohort is a group of up to 50 individuals who gather for the purpose of participating in a sporting activity.  <b>All individuals must be on and stay on the same school team; joint school teams may still exist within these guidelines.</b>  <b>Individuals (athlete, coach, manager, etc.) are only allowed to participate in one sport cohort* at one time.</b>  <b>*Definition: "One sport Cohort" within LCS means all LCS Junior Athletic Programs contained within and limited to LCS Junior High Students. (Volleyball/Hockey/Basketball/Badminton). AHS has given LCS the approval to play two sports at one time, within the LCS Junior High Cohort.</b>  <b>It is not permitted for LCS students to participate in an additional Cohort outside of the LCS Junior High Sport Cohort.</b>  Cohort groups are a way for individuals to participate in a sport or physical activity in close proximity to others.</p> <ul style="list-style-type: none"> <li>• Cohorts help mitigate the risk of widespread transmission by limiting the number of individuals in close contact. In stage 2, 50-person mini-leagues can be formed in a cohort group for sports</li> </ul>

or physical activity that involve participant interaction at a distance of less than 2 meters.

- The 50-person sport cohort maximum includes coaches/staff, instructors, participants from multiple teams, officials, and volunteers. Each mini-league can be comprised of multiple teams, but still only a total of 50 individuals who are limited to that cohort of 50 only.
- Teams in different cohorts cannot play each other (same school or otherwise).
- There can be no substitutions in or out of a cohort without having new participants refrain from participating for 14 days in the new cohort, if they have come from another cohort. Students and any school athletic team personnel who have been involved in a summer/fall club or community sports must sit out for 14 days before joining a school team for practice or any other activity.
- It is recommended that cohorts be supervised by a responsible person whose role is oversight over maintenance of the group and other public health guidance. It is strongly recommended that this individual is a teacher or administrator and has a very in-depth understanding of the AHS guidelines.

When participating in Cohort groups, you should:

- Keep the cohort in your local community or neighborhood to reduce geographical spread.
- Be healthy and not show any COVID-19 symptoms (see the full symptom list).
- Have not traveled outside of Canada in the last 14 days.
- Have not been in close contact with a case of COVID-19 in the last 14 days.

**Participant Tracking:**

- To support public health contact tracing efforts in the event that a participant tests positive, it is strongly recommended that the names and contact information of the participants is collected each time there is a practice or competition.
- It is strongly recommended that all participants (signed by parents/guardians) sign an “Event Participation Waiver” plus, sign a “Daily Attestation” prior to participating in any sanctioned athletic activity.
- Any personal information that is collected for COVID-19 contact tracing can only be used for that purpose. Information about participants will only be requested by Alberta Health Services if a potential exposure occurs onsite.

**Pre-Screening of Participants**

- It is strongly recommended that all participants go through screening before participating in activities.
- Any participant that is exhibiting any symptoms cannot enter the facility as per AHS guidelines.

**Rapid Response Plans**

- **It is strongly recommended that all activities come to a stop in the event a participant tests positive** until all individuals have been tested and receive a negative result.
- AHS guidelines state that this plan should include:
  - Immediately isolating the participants from others.
  - Cleaning and disinfecting all surfaces that may have come in contact with the symptomatic participants.
  - Requiring hand hygiene and masking of the participants.
  - The attendee must self isolate away from school as soon as possible.
  - Informing the school administrators of the situation.

**Masks:**

- It is recommended that cohort participants wear masks when they are not engaging in physical activity. A mask when worn properly can help reduce the spread of COVID-19
- Masks do not need to be worn during intense physical activity.
- It is strongly recommended that individuals not participating in physical activity (such as coaches and trainers) wear masks at all times.

**Group Equipment:**

- If any equipment is being used, it is strongly recommended at a minimum that equipment be sanitized before and after each session.
- It is recommended that equipment not be shared with shared other cohorts without proper sanitizing.
- It is recommended that the number of people setting up and putting away the equipment be kept to a minimum and respect social distancing guidelines.
- It is strongly recommended that hand sanitizer and/or sanitizing wipes be made available to participants and those responsible for setting up and putting away equipment.

**Individual Equipment:**

- All participants should have their own labelled water bottle and water bottles should not be shared or stored in close proximity to one another.
- All equipment of individuals should be kept at least 2 meters from another participant's equipment whenever practical.

**Celebrations:**

- It is recommended that celebrations such as handshakes, fist to fist contact, high fives, or any other physical contact do not occur during any school sport related physical activity at this time.

**Spectators:**

- It is strongly recommended that activities occur without spectators at this time. However, if spectators are approved by the school principal to be present, they must comply with the maximum of gathering limits and must maintain physical distancing of at least two meters from other individuals or

	household groups. The Alberta Government’s guidelines allow for a maximum of 100 people seated for all indoor activities.
<b>SCHOOL EVENTS</b>	<p>Flexible school calendar:</p> <ul style="list-style-type: none"> <li>o Assemblies and other large gatherings prohibited</li> <li>o No assembly on first day of school, no school-wide assemblies at this time</li> <li>o Athletics: See “LCS Guide for RETURN TO PLAY in a Scholastic Setting in Stage 2</li> <li>o Virtual or in-school field trips only unless the field trip meets Alberta Health guidelines</li> <li>o Hot lunches postponed</li> <li>o Whole school events will be scaled down, modified, or postponed indefinitely</li> </ul>
<b>GYM PROTOCOLS</b>	<p><b>RULES:</b></p> <ol style="list-style-type: none"> <li>1. Choose games that do not require shared equipment</li> <li>2. Do not share equipment</li> <li>3. Wash hands before gym class</li> <li>4. Clean equipment before and after using it.</li> <li>5. Do not combine classes for gym</li> <li>6. Keep a distance between each other when going to and from the gym</li> <li>7. Only play sports/activities that allow physical distancing</li> <li>8. Encourage outside activities</li> <li>9. Put equipment in a separate bin that needs to be disinfected</li> </ol> <p><b>PROTOCOLS:</b></p> <ol style="list-style-type: none"> <li>1. Students will line up and walk in the hallways ensuring there is proper distance between them</li> <li>2. Use the door stopper at the bottom of the door so students do not need to hold the door open (admin: please make sure the door stopper works)</li> <li>3. Gym expectations and rules should be discussed with students regularly</li> <li>4. Grades 4 to 6 will not change into gym clothes to participate in gym</li> <li>5. Students should sit in the gym with proper distancing between them</li> <li>6. Teacher should ensure proper planning of the day so all equipment is ready to go</li> <li>7. Teacher should have a gym game plan that will abide by physical distancing expectations</li> <li>8. Teachers will try to have gym outside as much as possible</li> <li>9. After gym is done, equipment will be placed in a separate bin so that it can be disinfected later in the day, according to AHS guidelines</li> <li>10. Students will wash their hands before returning to the classroom</li> </ol>

	<p>11. When the teacher has time later in the day, he/she will disinfect the equipment and place it back in the proper location</p> <p>12. Gym changing rooms will be cleaned according to the <a href="#">Alberta Health Services Environmental Cleaning Document</a> assigned according to the <a href="#">Administration Roles</a></p> <p><b>CHECKLIST:</b></p> <p>Wash hands before gym          Keep a distance between each other during gym class          Put equipment in a separate bin, to be disinfected          Clean equipment after gym class</p>
<p><b>LIBRARY PROTOCOLS</b></p>	<p><b>Both Campuses:</b></p> <ul style="list-style-type: none"> <li>● All books returned to the library and magazines read in library class will be quarantined on the appropriate library closet shelves for at least 72 hours before being re-shelved.</li> <li>● We will start the year with <b><u>one-week checkouts instead of two weeks</u></b> for all students. Because returned library books will spend time in quarantine, the one-week rule will help all of our books (particularly the most-loved ones) circulate more often. This policy will be reassessed later on this fall.</li> <li>● Students will go to library classes with their homeroom class only.</li> <li>● Students and staff will sanitize their hands at the library entrance before class begins.</li> <li>● Students will have assigned seating two metres apart where possible.</li> <li>● Students will browse the shelves for books in groups of 5-8 at a time, instead of all at once. The students waiting their turn will do an individual library-related activity at their assigned spots.</li> <li>● Students will be encouraged to not touch a book on the shelf unless they think it's one they'd be truly interested in reading.</li> <li>● Read alouds will not take place in a group like previous years. Library staff will find other creative ways to do read-alouds (ie. using the Smartboard to project book pages or playing YouTube author read-alouds).</li> <li>● If necessary, students will go back to their homeroom class five minutes before the bell so the library staff has time to disinfect the library before the next class arrives.</li> </ul> <p><b>East Campus-specific</b></p> <ul style="list-style-type: none"> <li>● In the East Campus Library, the year will begin with students checking out <b><u>one book per week</u></b>. This will help staff and students adjust to new time constraints during library classes (due to sanitizing, etc). We will do our best to increase the limit to two books once classes are flowing well.</li> <li>● Ziploc bags will be quarantined along with books (each student will have two bags each to be used alternating weeks).</li> </ul>

	<ul style="list-style-type: none"> <li>• Students can use their shelf markers (paint sticks) while browsing. After class, the sticks will be quarantined until the following week's library period.</li> </ul> <p><b>West Campus-specific</b></p> <ul style="list-style-type: none"> <li>• Anyone entering the west campus library, including students in grades 4-9, staff and visitors, will be required to <b>wear a mask</b> at all times, as it is considered a common area under provincial school re-entry rules. Exemptions will be made for those who are unable to wear a mask due to medical or other needs.</li> <li>• Student computers may still be used.</li> <li>• Shelf markers (paint sticks) will be used only for Grade 4 classes this year. After class, the sticks will be quarantined until the following week's library period.</li> </ul> <p><b><u>West Library Sanitizing Procedures</u></b></p> <p>After each library class, the following areas will be sanitized</p> <ul style="list-style-type: none"> <li>• Checkout counter</li> <li>• Teacher computer keyboard and mouse</li> <li>• Book scanner</li> <li>• Student computer keyboards &amp; mice</li> <li>• Couch</li> <li>• White chair (tops and sides/underneath)</li> <li>• Navy chairs (tops and seat edges)</li> <li>• Tables (tops and edges)</li> <li>• Door handles (inside and outside) on entry door</li> </ul> <p><i>(For keyboard, scanner and mouse, don't spray sanitizer directly on them. Spray the solution on the cloth first and then wipe.)</i></p> <p><b><u>East Library Sanitizing Procedures</u></b></p> <p>After each library class, the following areas will be sanitized</p> <ul style="list-style-type: none"> <li>• Checkout desk</li> <li>• Teacher computer keyboard and mouse</li> <li>• Book scanner</li> <li>• Door handles (inside and outside) on entry door</li> </ul> <p><i>(For keyboard, scanner and mouse, don't spray sanitizer directly on them. Spray the solution on the cloth first and then wipe.)</i></p>
<p><b>COMPUTER LAB PROTOCOLS</b></p>	<p><b>RULES:</b></p> <ol style="list-style-type: none"> <li>1. Students will wear masks.</li> <li>2. Students are not allowed to share equipment, stationeries, or any other items, they are not allowed to borrow or lend any of their supplies and belongings.</li> <li>3. Students are to keep the social distance between themselves in the lab.</li> <li>4. Students are to stick with their cohort group unless instructed</li> </ol>

	<p>otherwise.</p> <ol style="list-style-type: none"> <li>5. Students are not allowed to touch items that are not designated to them.</li> <li>6. Students are to abide by the rules and regulations of entering and departing from the lab.</li> <li>7. Class setting and seating arrangements should be inline with keeping the social distance between students.</li> <li>8. All students should have their own supplies, where sharing of equipment is required, the equipment should be cleaned.</li> <li>9. Cohorting of students by class where possible</li> <li>10. No food or drink bottles allowed in computer room/Lab</li> </ol> <p><b>PROCEDURES:</b></p> <ul style="list-style-type: none"> <li>● All students should follow the safety procedure</li> <li>● Frequent cleaning of computer lab is necessary.</li> <li>● Equipment that must be shared should be cleaned and disinfected after each use</li> <li>● Continual reminders of the importance of respiratory etiquette (e.g. cover coughs and sneezes, avoid touching the face and disposal of used tissues promptly, followed by hand hygiene) staff and students will not be mandated to wear masks.</li> <li>● Scheduled cleaning when students are not present</li> </ul> <p><b>PROTOCOLS:</b></p> <ul style="list-style-type: none"> <li>● Enhanced environmental cleaning and disinfecting recommendations, including daily cleaning for all areas of the school, washrooms and high-touch surface cleaned several times a day, according to AHS guidelines</li> <li>● The safety of children, students and staff comes first.</li> <li>● Use of shared items or equipment is to be avoided where possible.</li> <li>● Cohorting of students by class where possible.</li> <li>● Physical distancing should be followed.</li> <li>● Computers and any other electronic devices should be labeled and assigned to students. They should be always kept clean and sanitized.</li> <li>● Screening protocols should be followed when students arrive at school each day to check if students are received healthy.</li> <li>● Masks may be considered in circumstances where there is prolonged close contact (greater than 15 minutes) and distance of two metres cannot be maintained. (Note: masking is generally not recommended for young children, however if families choose to have their children wear masks, care should be taken that the children not be stigmatized.)</li> <li>● Strict stay-at-home policy for any students or staff exhibiting symptoms of COVID-19 (even if symptoms resemble a mild cold)</li> </ul> <p><b>CHECKLIST:</b> Health supplies are required for students and staff.</p>
<p><b>FOOD AND WATER FOUNTAIN PROTOCOLS</b></p>	<p><b>RULES:</b></p> <ol style="list-style-type: none"> <li>1. Snacks and lunch are to be eaten in classes.</li> <li>2. No food/snacks taken outside for recess.</li> <li>3. No sharing food.</li> <li>4. No bake sales or food to be sold for fundraising.</li> <li>5. No fun/hot lunches provided by the school.</li> </ol>

	<ol style="list-style-type: none"> <li>6. Disinfecting water fountains regularly.</li> <li>7. No drinking directly from the water fountains. Students bring their water bottles from home.</li> <li>8. Water fountains are only used for refilling water bottles.</li> <li>9. No microwaves available in classrooms</li> </ol> <p><b>PROTOCOLS:</b></p> <ul style="list-style-type: none"> <li>● Food provided by the family should be stored with the student’s belongings.</li> <li>● No activities that involve the sharing of food between students or staff should occur.</li> <li>● Ensure that food-handling staff practice meticulous hand hygiene and are excluded from work if they are symptomatic.</li> <li>● Students/children should practice physical distancing while eating.</li> <li>● There should be no common food items (e.g., salt and pepper, shakers, ketchup).</li> <li>● Thoroughly clean and disinfect desks after snack and lunch (including the underneath edge of the chair seat)</li> <li>● Water fountain knobs and push buttons are considered high touched surfaces, and should be regularly cleaned and disinfected.</li> </ul> <p><b>CHECKLIST:</b></p> <ul style="list-style-type: none"> <li>● Desks are cleaned and disinfected according to plan</li> <li>● Students fill water bottles rather than having them drink directly from the mouthpiece of a fountain.</li> <li>● Students practice physical distancing while eating.</li> <li>● Water fountain thoroughly cleaned and disinfected</li> </ul>
<p><b>WASHROOM PROTOCOLS</b></p>	<p><b>RULES:</b></p> <ol style="list-style-type: none"> <li>1. Washrooms are assigned to designated cohorts groups, and are not to be shared.</li> <li>2. Signage is clearly marked for assigned cohorts</li> <li>3. Faucets, handles, toilets, and door knobs should be disinfected/sanitized</li> <li>4. Only four students should be allowed in the bathroom at one time</li> <li>5. Students who are waiting their turn will wait outside in the hallway on marked spots to ensure social distancing</li> <li>6. Hand Hygiene posters are prominently displayed in washrooms</li> </ol> <p><b>PROTOCOLS:</b></p> <ol style="list-style-type: none"> <li>7. Bathrooms should be cleaned regularly throughout the day according to the <a href="#">Alberta Health Services Environmental Cleaning Document</a>. Extra cleaning roles and responsibilities are assigned according to <a href="#">Teacher Roles</a> and <a href="#">Administration Roles</a></li> </ol> <p>All high-contact areas of the bathroom will be cleaned (including faucets, handles, toilets, and knobs)</p> <p>Teachers will instruct students how to use the washrooms following the proper routines including how to reduce touching things with their hands</p>



	<p>(use a paper towel instead), washing hands thoroughly after using the washroom, and lining up using the proper guidelines</p> <p><b>CHECKLIST:</b></p> <p>Admin creates posters for bathrooms</p> <p>Students are taught the procedures and rules for the washroom at the beginning of the year and reminded regularly throughout the year</p> <p>Ensure enough hand sanitizer and soap is placed in the bathroom regularly</p> <p>Admin creates a daily cleaning schedule for the caretakers (including washrooms and all other areas) with the times they should be cleaning each area</p>
<p><b>RECESS &amp; PLAYGROUND PROTOCOLS</b></p>	<p><b>RULES:</b></p> <ol style="list-style-type: none"> <li>1. Wash/sanitize hands after coming back inside.</li> <li>2. Remind Students to physically distance.</li> <li>3. Masks must be worn when not able to physically distance.</li> <li>4. One division on the playground at a time, at noon time</li> <li>5. Each class will leave from a designated door</li> <li>6. Each class will return from a designated door</li> <li>7. Each class must remain in their assigned area outside</li> <li>8. No food/drinks outside</li> </ol> <p><b>PROTOCOLS:</b></p> <ul style="list-style-type: none"> <li>● Separate recess times for Div. 1, and Div. 2/3.</li> <li>● All classes will leave from a separate designated door</li> <li>● Students will line up at their different doors at the end of recess</li> <li>● Supervising teachers will be assigned according to a schedule. The teachers on duty must follow the supervising teacher checklist.</li> <li>● Students will walk in the hallways with distance between them</li> <li>● Students will be taught the expectation that they should reduce contact with high surface areas (e.g. doors, knobs, etc.)</li> <li>● If any equipment is taken outside then they need to place it in the gym equipment disinfecting bin, or a teacher needs to disinfect it right away</li> </ul> <p><b>SUPERVISING TEACHER CHECKLIST:</b></p> <ul style="list-style-type: none"> <li>● Make sure students wash their hands after recess.</li> <li>● Students are not allowed to bring food outside.</li> <li>● Supervising teacher to lock their respective door.</li> <li>● Coming back from recess students should remove their shoes once they enter the building.</li> </ul>

<b>COMPLIANCE</b>	Lacombe Christian School's Re-Entry Plan fully complies with the recommendations and guidelines set out by the Government of Alberta, Alberta Education, and Alberta Health Services
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FURTHER RESOURCE LINKS:

[Alberta Health Daily Checklist](#)

[LCS Simplified Stay at Home Guide](#)

[Alberta Health Services Environmental Cleaning Document](#)

[Teacher Cleaning Roles and Administration Cleaning Roles](#)

[LCS Guide for the \*RETURN TO PLAY\* in a Scholastic Setting in Stage 2](#)

<https://open.alberta.ca/publications/covid-19-information-student-illness-if-a-student-has-covid-19-symptoms>

- **Scenario 2- In school/partial in school learning with restrictions**

*In addition to the above Scenario 1 restrictions, the following will apply:*

- Student learning and regular programming will continue as much as possible
  - PAT's (Math and ELA only) are optional
  - SLA's optional
- Separate all large classes (e.g. combined PE will be divided)
- Increased physical distancing requirements and gathering limits
- Consider rotating classes (minimize class sizes)
- Prohibit singing
- Further calendar adjustments could be considered
- Revise schedule, staggered breaks/recess for students
- Specialized supports and services will continue in class and at home in some cases (if possible and necessary)
  - IPP programming and goal execution will continue
  - EA's will continue to support student learning

### **Scenario 3- At-home learning (no in-school classes)**

- Student learning will continue as much as possible
  - PAT's (Math and ELA only) may be cancelled
  - SLA's cancelled
- Continue to provide at-home learning materials and support for students
  - Material pick-up and drop-off procedures for K-9 with some classes online
- AB Education expectations for instructional hours (minimums):
  - ECS – Grade 3
    - Focus on language and mathematics learning outcomes that strengthen the development of literacy and numeracy
    - Incorporate health curriculum outcomes (with a focus on mental health)
    - Average of five hours of work per child or student per week
  - Grades 4-6
    - Focus on language and mathematics learning outcomes that strengthen the development of literacy and numeracy
    - Incorporate science, social studies and wellness (with a focus on mental health) curriculum outcomes
    - Average of six to eight hours of work per student per week (Lacombe Christian School minimum may be higher)
  - Grades 7-9
    - Focus on core mathematics, language/literacy, science, social studies and wellness (with a focus on mental health) curriculum outcomes
    - Average of 12 to 16 hours of work per student per week (Lacombe Christian School minimum may be higher)
- Specialized supports and services will continue where possible
  - IPP programming and goal execution will continue
  - EA support for students will be evaluated
- Schools continue to be responsible for assessing the progress of children and students.
- Students continue to be responsible to actively engage in learning and diligently pursue their education.
- School authorities, parents/guardians, children and students must continue to follow public health measures in place.