



School: Holy Rosary High School

Return to School Plan

Updated: August 26th, 2020

It is hard to believe that the summer is drawing to a close and that we are looking at the start of a new school year. Naturally, these are different times and school will look differently in the fall. The purpose of this school plan is to review new and enhanced protocols that Holy Rosary High School and Lloydminster Catholic School Division will be implementing during the 2020/2021 school year in order to welcome back your child(ren) to the classroom. This plan seeks to clarify elements of what Holy Rosary is implementing in order to have a safe and happy return to school.

### **1. Prior to the Start of School:**

*By September 4th, 2020, your Advisor Teacher will be communicating with you to show you what the classroom looks like and some advice for the first day of school. We look forward to our teachers welcoming you back in their own special way for each homeroom.*

1. I would please request that if your child(ren) has a pre-existing medical condition, you inform the school of this underlying issue. This information is critical for us to ensure vigilance in safety protocols and in creating the safest possible environment for your child.
2. We are requesting (2) emergency contacts to be listed in our Student Information System in case your child has to be picked up due to illness. We hope to ensure that between you, and your chosen contacts, there is someone who will be able to pick up your child in a timely manner.
3. As there will be no sharing of items in the classroom (pencils, pens, calculators, etc) please ensure that you have the items on the [school supply list](#) that was sent home in June. In addition to the supply list which can be found on our school website at the [HRHS Website](#) Please note that we will have sanitizer in our classrooms, however

students may also bring their own individual sanitizer to ensure fast access to sanitizing materials.

4. We are strongly encouraging students to bring their own water bottles for personal use. This decreases foot traffic in the hallway and reduces the risk of spreading germs.
5. There are two reusable masks provided for each student. Please have a mask for the first day of school for your child.

## **2. School Start-up - Staggered Entry:**

On August 19th, 2020 Lloydminster Catholic School Division sent an email explaining that we will have a staggered entry for our students. This was done to ensure that we would have smaller groups in order for teachers and administration to go over new procedures and protocols due to COVID-19. The following is the schedule for entry:

- **Last name: A-L on Tuesday, September 8th, 2020.**
- **Last name: M-Z on Wednesday, September 9th, 2020.**
- **Last name: A-L on Thursday, September 10th, 2020.**
- **Last name: M-Z on Friday, September 11th, 2020.**
- **Regular classes begin on September 14th, 2020.**

## **3. Mask Protocol and Hygiene:**

At LCSD all students in grades 4 to 12 wear masks outside the classroom in common areas (hallways, buses, etc.) Therefore, we will be asking these students to be vigilant about wearing their masks outside of the classroom. Please remind your child of proper mask usage:

1. wash/sanitize hands **before** donning mask
2. wash/sanitize hands **after** taking mask off
3. how/where to store their mask

Also, the school has **Prevention with a Purpose** which includes instruction on specifics such as handwashing, lunch and entering the school after recess. Each class will be given instruction using these videos on a continual basis. Further, cohort teachers will be providing time during the day for handwashing and/or sanitizing.

## **4. Dropping off Zone:**

The Drop off and Pick up of Zone for Holy Rosary is in the drive-thru lane at the front of the school. Students being dropped off will use the main entrance into the school. Please have your mask on prior to entering the school. Drivers please be cautious of students walking from the student parking lot into the school.

## **5. Building Entry/Exit:**

Holy Rosary is limiting the number of visitors in the school in order to minimize exposure risk for students and staff. Parents and visitors may only enter the school by appointment. For students and staff the following protocols have been put in place in order to mitigate potential exposure:

1. In order to reduce large numbers of people entering the building at once, there are few changes to our morning procedures and dismissal procedures. Most notably, **students will be able to enter the building at 8:35 am** and go directly to their classroom. Students registered in Early Bird Senior Band and Jazz Band will go through the main entrance and go directly to the Bandroom.
2. Once students enter the building, they are to go directly to their classroom and are to avoid hanging out in the hallways, library, commons, etc.
3. Students that ride a school bus to school will enter the school through the south entrance by the teacher's parking lot. Students that drive themselves and park in the small parking lot on the northwest side of the parking lot, will enter the school through the west entrance by the kitchen. Students that get dropped off by parents will enter the school through the main entrance. Students that drive themselves and park in the main student parking lot will enter through the main entrance.

Please speak to your child about their assigned door and drop off before the first day of school. Once the bell rings and classes start, all doors will be locked with the exception of the front doors. All visitors (parents) and deliveries will be directed through the main entrance. Please note, that EVERYONE (including parents) who enters the building will be screened for COVID-19 (questionnaire). You will also be required to wear a mask while in the school. Please call the School (780-875-3600) for an appointment and we will be able to accommodate you.

When students are dismissed at the end of the day they are to exit the building using the same door they entered the school in the morning. Students riding the bus home need to adhere to the spaces marked on the sidewalk at the bus lane. Students need to wear their masks while waiting in line and also while riding the bus. Bus arrival and departure times to and from the school are:

8:35 AM - 8:55 AM

3:32 PM - 3:55 PM

We are kindly asking that if you need to pick up your child early, please call the school office and we will escort your child (if required) to the parking area and ensure your child is safely passed to you. The Parent Pick Up area in the drive thru lane in the front of the school.

If your child is coming into school late (after 9:00 am), they will need to check in at the office for attendance purposes.

At this time, we are asking parents who wish to volunteer in the school to please wait as we will be asking teachers not to have volunteers for the time being for further direction from the school and the school division

## **6. Cohorting:**

Students' classes are "cohorted". This means that when a student is in a class, they are spending as much time as possible with that group and academic/social time with other groups is minimized or eliminated. This is done for contact tracing, and as a means of reducing potential covid exposure. This is done in accordance with advice from the Medical Officer of Health and the Ministry of Education.

In addition to cohorts for classes, students will remain in a cohort for lunch. We are asking that students in grade 8 and 9, if they are staying at school for lunch, sit in the commons with their period three class. Students in grade 10, 11 and 12, who stay in the school for lunch, are asked to sit with their period two class in the commons for lunch.

Students will still have physical education classes, however we will be doing as much as possible to provide these opportunities outside in the fresh air.

## **Physical Distance in the Classroom:**

In order to be able to physically distance as much as possible, the following procedures will be implemented in each cohort class:

1. Seating plans will be established and not changed for the month of September unless significant educational reason as determined by the school administrator. Please explain this to your child.
2. Students will face one direction (facing the board).
3. Group work will be virtual or with appropriate masking and hand washing precautions.

## **Minimizing Physical Distance in Common Hallways and Washrooms:**

In our hallways, we will be placing directional arrows indicating one-way traffic flow. Also, there will be Raider Logos that indicate what appropriate traffic flow is required when in the hallway. We kindly ask that you reinforce to your child(ren) the need to respect these markers and to use these visual cues in order to maintain safe traffic flow for class transitions.

## **Lunch Break:**

Please note, all microwaves have been removed from classrooms and common areas. This has been done because we cannot ensure proper sanitization after each use. Therefore, we ask that your children's lunches not be required to be heated.

Our cafeteria is open, lunches will be pre-packaged in order to minimize the time it takes to order and pay for food. This will reduce the chance of large lines forming and will minimize the number of touch points during the ordering and paying process.

Our Cafeteria will follow all SK Health Guidelines including:

- Students are to eat lunch in the commons each day with adequate spacing between each other. Tables will be arranged to maintain physical distancing.
- Proper hand hygiene must be practiced before and after eating.
- Students must not share utensils, dishes, and water bottles or drink containers.
- Food will be pre-packaged meals.
- Utensils should be used to serve food items. Reusable utensils must be cleaned and sanitized after each use.
- Dispense cutlery, napkins and other items to students rather than allowing them to pick up their own items.
- Staff will distribute food and students will not follow self serve procedures.

We will have three noon hours:

Period Three - 11:24 a.m. - 12:24 p.m. - will be noon hour for our grade 10, 11 and 12 students. Students in this age group are encouraged to leave campus during this time. For those who wish to stay for noon hour we will have the commons area open for a limited number of students, some classrooms will also be open for students to each lunch in.

Period Four - 12:24 - 1:26 p.m. - will be noon hour for our Grade 9 students. Students are free to leave campus during the noon hour, those students that stay for lunch will be in the commons and in designated classrooms. Students in STEAM 9 are an exception to this and will have lunch in period 3.

Period Five - 1:26 - 2:28 p.m. - will be noon hour for our Grade 8 students. Students are free to leave campus during the noon hour, those students that stay for lunch will be in the commons and in designated classrooms. Students can bring a snack with them to period four and eat in their class if they require it. Students in STEAM 8 are an exception to this rule and will have lunch during period 4.

To meet the needs of students, and to promote safety, reducing the number of students breaking for lunch at a given time allows students to eat their lunch comfortably in a well supervised environment that maintains distancing norms.

For the first month of school we are going to split the noon hour grade groups up by gender. For example: When grade 8 students break for lunch during the week of September 8-11, boys that stay at school for lunch will remain in their classroom; girls that stay in the school for lunch will use the commons area. When the students that leave for lunch return to school, they will be asked to either sit in the commons (girls) or go to their designated classroom (boys). This will be the same for all grades, and the rotation of classroom and commons use will be switched every week. Dividing the groups this way allows our supervisors to quickly recognize where a student should be during their noon hour. We will revisit the grouping concept after the first few weeks of school and evaluate the effectiveness and make changes if necessary.

The cafeteria is open for all three noon hours and we will make the cafeteria available for all students regardless of where their lunchroom is located during the week. We will make time for those who need cafeteria services to get their food and then return to their lunchroom.

## **7. Music/Physical Education/Option Programs:**

**Band** will continue to be offered at school for the upcoming year.

The school will continue to offer **Physical Education** classes. Phys Education will be taking advantage of as much outside time as possible in the month of September. Our Physical Education teachers are adjusting programming to begin with activities that promote physical distancing. The traditional sequence of sport seasons may be altered at Holy Rosary to maximize physical distancing and non contact sports. In addition, students and staff will be sanitizing equipment as each class cohort leaves in the gymnasium. Wearing a mask during P.E. class is not required.

## **8. Extra Curricular, Sport and Field Trips:**

At this time the extra curricular activities will look different from those that we typically have to begin the school year. To begin this year all Extracurricular, Sport and Field Trips are on pause.

At Holy Rosary we are governed by two sport authorities. Our grade 8 and 9 sports, and girls soccer, are governed by the Saskatchewan High Schools' Athletic Association (SHSAA). All other high school sports are governed by the Alberta Schools' Athletic Association (ASAA).

We anticipate that sport will begin in Saskatchewan in late September with the SHSAA providing the date of September 28th, 2020 for sports to begin. More details will be available in mid September on start dates for teams and schedules for sport seasons this year.

The ASAA has indicated that all provincial championships for the fall sports (Cross Country Running, Golf, Football and Volleyball) have been postponed for the time being. When the

Government of Alberta indicates that it is acceptable, the ASAA in consultation with principals and senior administration, will allow students to resume full participation.

Not all student trips are extra curricular, programs such as cosmetology require travel in order to function. In this our travel will be to sites which accommodate the program with the staff who deliver it.

Field trips such as a trip to other public spaces will be deferred until Thanksgiving with an evaluation being done at this time to determine what travel will be permitted. Again, these decisions will be made under the advice of the Area Medical Officer of Health and our Director of Education.

### **9. Shared Equipment/Items:**

If equipment is being shared (a basketball, or a computer), that equipment will be sanitized before and after use. Also, students will be asked to wash/sanitize their hands prior to and after the use of that equipment.

Additionally, we strongly encourage students to keep personal items (portable electronic game systems, Pokeman cards, etc) at home so the risk of exposure to other individuals is kept to a minimum. If you have questions regarding bringing personal items to school, please contact the school directly.

Lockers are not available at this time. We will re-evaluate this after a couple of weeks and make informed decisions that are in the best interest of students.

### **10. Procedure For Students Who are Ill at School:**

If a student discloses that they are ill (presenting symptoms) or staff identifies an ill student, they will be escorted to the office and we will ask the student to wear a mask (if age appropriate). We will then ask the student to rest in a room that we have designated as the "Illness in Care" room. Students will be supervised while in care until a parent or guardian can pick up the student. We appreciate your support in making sure the pickup is in a timely manner. Please ensure that if you are unable to pick your child in a timely manner, your emergency contact will be able to do so.

Student privacy will be respected and our priority is to ensure that if your child is sick you are contacted immediately. The steps to this process are:

1. A child is identified as being ill.
2. Teacher will contact the office.

3. Our trained staff members will come to the classroom to escort them to the office/Illness in Care room. Please be advised your child will be asked to wear a mask.
4. You will be contacted. We will ask for a pickup time.
5. Your child/student will be in a designated room supervised by our staff.
6. We will take their temperature and ensure your child is comfortable.
7. Parents, or the contact provided, will pick up their child as soon as possible.
8. The Public Health office will be informed that a child was sick at school and you will be contacted. If you wish to contact Public Health directly, you will be asked to call 811.
9. Public Health will advise you about isolation, testing, and what is required to return to school. Generally this means taking a COVID-19 test or staying home until symptom free for 48 hours or for 14 days.
10. Public Health will determine who the close contacts of any COVID-19 case are and contact them at home.

In order to maintain privacy, only the required contact with Public Health will be made by the school as required by the Province. As with any illness, our goal is to care for your child, ensure you know and to make them comfortable. Staff will follow the procedures outlined in [AP 137 Illness in Care](#). We appreciate your support in ensuring that if you are asked to pick up your child, it is done as soon as possible.

## **11. Students Requiring Individualized Supports**

Students are screened case by case to determine levels of support required to safely bring students into the school environment and any specialized support will be noted in the IIP, Medical Plan and/or BIP. Staff working with students that have individualized plans in place must review these plans prior to working with the child.

### Programming to Support Learners with Intensive/Additional Needs

- Students with additional needs may require updated assessments and revised individual goals. Assessments within LCSD will be scheduled face to face in a set location. PPE will be provided upon request.
- For personal interactions, conditions must be created to allow for the provision of support(s) within a safe and secure environment, which may include the school setting or other appropriate spaces.
- All health and safety measures must be in place and communicated with the relevant staff and family prior to the provision of the service.
- All engagements will occur in a supervised setting, which may include the school or other appropriate spaces, and staff will not enter into private residences or provide personal transportation.



- Other methods of providing service or additional precautions may be suggested for those with compromised immune systems, in consultation with a medical professional.
- Consideration will be given to the directions given by the professional governing body of the staff providing the support.
- It may not be possible to support all students with Intensive/Additional needs in-person due to health and safety guidelines.

## **12. Mental Health and Social Emotional Supports**

LCSD has individuals trained in Psychological First Aid in addition to staff trained in Mental Health First Aid for Youth. We have a fully trained LCSD CIRT team. All staff have had access to Kids These Days online training. Our school has a counselor on site every school day. Parents may contact the school counselor directly or the counseling team at [counselor@lcsd.ca](mailto:counselor@lcsd.ca). Within our school we will continue to provide social emotional learning and supports including:

- Resiliency course for our grade 9 students
- Our Social Emotional Response to Intervention tiered support including Behaviour Matters, Prevention with a Purpose, BIP, etc. All supported by Robin Collins, our Social Emotional Coordinator.

## **13. Enhanced Cleaning Protocols:**

Lloydminster Catholic School Division has enhanced cleaning protocols in all schools. We have a schedule for cleaning and sanitizing high touch surfaces such as door knobs, sinks, and washrooms. Shared technology devices will follow enhanced cleaning protocols as outlined division wide in our LCSD Reopen Plan. **We have caretakers for an additional 6 hours per day to enhance our already clean school environment.**

## **14. Stay Informed and Stay in Touch**

Please ensure that you are signed up for our Newsletter, this year communications is more important than ever and we will be providing regular updates as well as information from our school division. Sign up on the [HRHS Website](#) to ensure you are in touch.

Schools in Lloydminster are beginning the school year at the Provincial Level 2 for School Re-entry. Any changes to the precautions we are taking in September will be in response to the work done in our local area with the Medical Officer of Health. The Director of Education is working directly with the medical officer and will keep schools informed of any changes. We encourage you to refer to the [LCSD: Return to School Plan](#) on the LCSD website for more information on return to school at Holy Rosary.

As always, should you have any questions or concerns, please do not hesitate to contact us at 780-875-3600

God Bless,

Vince Orioux

Principal

Holy Rosary High School