



Iron Ridge  
Intermediate Campus

# Iron Ridge Intermediate Campus 2020-2021 SCHOOL RE-ENTRY PLAN

***Information for Parents & Guardians***



**Wolf Creek Public Schools**

*Creating Success For All Learners*

If you have questions about the school re-entry plan, please contact us at [iri@wolfcreek.ab.ca](mailto:iri@wolfcreek.ab.ca)

# Table of Contents

<b>Message from the Superintendent and Board Chair</b>	<b>3</b>
<b>Message from your Principal</b>	<b>4</b>
<b>In-school Classes</b>	<b>5</b>
Transportation	5
Entry Protocols	6
General Protocols	8
Classes and Programming	15
Cleaning Protocols	21
Mental Health/Psychosocial Supports for Students and Staff	22
<b>Options for Parent-directed/taught At-Home Learning (WCPS Virtual Learning Program)</b>	<b>23</b>
What is the Wolf Creek Virtual Learning Program?	23
Time Expectations and Focus Areas within the Wolf Creek Virtual Learning Program for Families	23
What is Homeschooling and how is it different?	25
Parent Responsibilities in Home School Programs with Outside Agencies	25
<b>Plan Updates</b>	<b>25</b>
<b>Resources</b>	<b>26</b>
Government of Alberta Guidance for School Re-entry - Scenario 1	26
References	26
<b>Appendix - A</b>	<b>27</b>
What is COVID-19?	27
Symptoms	27
Prevention	28
Good Hygiene	28
Parent/Student Support: Guide and Videos	28
Quarantine and Isolation	29

# Message from the Superintendent and Board Chair

Parents, families and guardians,

On July 21, 2020 the Government of Alberta announced that students would return to in-person classes in September, at near-normal operations, with health measures in place. Following the provincial government's direction, Wolf Creek Public Schools (WCPS) is implementing the [Guidance for School Re-entry - Scenario 1](#) from Alberta Education and Dr. Hinshaw, the Chief Medical Officer of Health, for September 2020. Wherever possible, having children physically attend school is recommended and our teachers are eager to get back into the classroom and work with students. Parents should be reassured that our schools are meeting Alberta Health Services (AHS) guidelines in providing a safe environment for student learning. Dr. Hinshaw has stated the decision to allow in-school learning with public health measures in place weighs the risks of prolonged school closures on students' educational experience and overall well-being against the risk of COVID-19 outbreaks.

Student and staff safety remain our number one priority. To keep everyone as safe as possible, we have made a number of changes to school routines and practices. This school year will undoubtedly be different but by working together, being flexible and adaptable, and drawing on the trust and partnerships within our school communities, we enter this year with optimism and confidence.

It is possible that we may have to transition between scenarios during the school year. Health officials will work with school authorities to make the decision to transition all students to *partial* In-school Classes learning (Scenario 2) or Distance Education (Scenario 3) based on multiple factors including the number of COVID-19 cases in a zone or a school and the risk of ongoing transmission. Please note that changes may be made to this plan in response to changes directed by Alberta Education. The decision to transition to a different scenario will be made by Alberta Education, not Wolf Creek Public Schools.

In September, teachers will initially focus on the social and emotional needs of students and administering screening tools to identify gaps in student learning. Supporting students to be ready to learn is an important first step in school re-entry. Once teachers have identified gaps in student learning, they can plan their instruction to address these gaps prior to moving forward.

WCPS recognizes that each Wolf Creek family has unique needs and we are aware that not all families are comfortable with their child(ren) returning to in-school classes in September. While we will be offering in-school classes for students in September, an online learning option will be available through a shared responsibility model. Details on this option are included in this document. By providing options we remain committed to providing an educational program for all students that best supports the child through different program delivery choices in WCPS.

Thank you in advance for supporting your child and our school system to take all measures to protect one another. There is nothing more important to us than the safety and well-being of our staff and students.



Jayson Lovell  
*Superintendent of Schools*



Pamela Hansen  
*Board Chair*

## **Message from your Principal**

Dear Students, Parents and Families,

We hope that you and your family had a wonderful summer! We are really looking forward to seeing your kids and supporting their learning in the best way that we can during this time. We appreciate your patience, diligence and support for all of the COVID rules, routines and protocols that have to be in place in order to help stop the spread of COVID-19. The following document outlines our safety measures, rules, routines and protocols to get students back in school in the safest way possible as outlined by Alberta's Chief Medical Officer and the Minister of Education.

When school ended in June, we were hopeful that we might be able to return to school in September without social distancing restrictions. While the efforts of Albertans across our province have limited the spread of COVID-19 and allowed us to return to school on a regular basis, our school environment will be different when we begin this coming school year. As you already are aware, grade 4-6 students are required to wear a mask where physical distancing can not be maintained. At IRIC our class sizes and space will not allow for the full 2 meter physical distance, therefore masks are mandatory within the classroom and common spaces. All students will be provided with 2 masks as outlined by the Alberta Government.

We know there are a number of changes and many people are feeling uncertain about school being relaunched. Please take the time to read through this document carefully as we have worked hard to anticipate questions and concerns you may have. We will be doing our utmost to ensure that students are learning in the safest possible environment. This will involve a variety of measures including hand sanitizing at school upon classroom entry and exit, wearing masks, staggered entries and exits, and cohorted classes. Students and families will be required to self-identify illness before coming to school and students exhibiting any symptoms will be sent home. Please be sure all contacts are up to date, as well as emergency contact information.

To assist in easing our students back into our building we will have a staggered entry start date for all students during the first week of school, Sept. 1-4. On Sept. 8, after the long weekend, all students in gr. 4-6 will be back at school. This will allow staff to introduce new procedures and policies to students and practice these new expectations. This will also allow students a chance to have their questions answered and become comfortable in their new environment with fewer students in the school to begin with. We want our students, staff and families to feel safe and reassured as we begin this new school year.

**Staggered Entry for Iron Ridge Intermediate Campus**

Tuesday, Sept. 1 - Grade 4 only - all day orientation

Wednesday, Sept. 2 - Grade 5 only - all day orientation

Thursday, Sept 3 - Grade 6 only - all day orientation

Friday, Sept 4 - All Grades 4-6 return to IRIC Campus

Thank you for your patience and understanding as students begin learning on Campus again in September. The start of this year will be different than any other, however, we are truly looking forward to a new school year! Please continue to be healthy and enjoy the rest of this summer. Stay IRIC STRONG!<3

Della Lastiwka

Principal

Iron Ridge Intermediate Campus

## In-school Classes

	<i><b>District Plan</b></i>	<i><b>School-Specific Added Guidelines</b></i>
<i>Implementing School Re-Entry Guideline</i>	The <a href="#">Implementing School Re-Entry Guideline</a> document released on August 20, 2020 should be reviewed by all schools as part of their re-entry planning.	
<i>Daily Health Check for Students and Staff</i>	Before leaving home, staff, children/students, visitors, and volunteers who will access the school for work or education, must self-screen for symptoms <b>each day before they leave for school</b> using the <a href="#">Alberta Health Daily Checklist</a> .	
<i><b>Transportation</b></i>		
<i>Buses</i>	<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="#">self-screening tool</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</li> </ul>	

	<p>metres of physical distancing.</p> <ul style="list-style-type: none"> <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>*Parents will be contacted by the school admin assistant and all appropriate isolation and safety protocols will be followed until parents arrive.</p>
<p><i>Arriving at the School</i></p>	<ul style="list-style-type: none"> <li>• Parents and children/students should not be in the pick-up area or enter the bus if they have symptoms of COVID-19.</li> <li>• Each school will develop procedures for student pick-up and drop-off that allow physical distancing of 2 metres between families (as much as possible), support respiratory etiquette and access to hand hygiene.</li> </ul>	<ul style="list-style-type: none"> <li>• Busses will be required to unload one at a time.</li> <li>• Students will exit the bus from the front to the back, maintaining 2m distance.</li> <li>• Once students have exited the bus, they will be directed to proceed to their assigned door to wait in a supervised, socially distanced line until entry is permitted by supervisors. Each cohort line will be identified with a pylon outside their door. Teachers will instruct students to line up in alphabetical order with appropriate distancing.</li> <li>• Students being dropped off by parents or arriving independently (walking or biking, etc) will be directed to wait at their designated door in a socially distanced, supervised line until entry is permitted by supervisors.</li> <li>• Door supervisors will ensure social distancing is maintained in boot rooms by controlling the flow of</li> </ul>

		<p>traffic and minimizing student contact.</p> <ul style="list-style-type: none"> <li>• Students will utilize hand sanitizing stations located at each door, supervised by staff.</li> <li>• Students will be directed to proceed directly to their classroom, directly to their seats with all of their belongings.</li> </ul>
<b>Entry Protocols</b>		
<i>Stay at Home when Sick</i>	<ul style="list-style-type: none"> <li>• Stay at home if exhibiting symptoms of COVID-19 that are not related to a pre-existing illness/health condition.</li> </ul>	
<i>Staggered School Year Start Dates</i>	<ul style="list-style-type: none"> <li>• Students have not been in school since March 13 and we have added a number of new protocols designed to keep students as safe as possible. Staggered entry will include a reduced number of students. Following the schedule below, staff will work with students to explain new processes and procedures that must be followed. This will give students the opportunity to become familiar with new routines that will be in place in the school and classrooms.</li> <li>• Every school from Pre-K to 12 will create a staggered entry plan during the week of September 1-4 to ensure a safe and orderly return to school. This will ensure new routines and protocols can be taught and carefully followed by students and staff.</li> <li>• Regular classes Grades 1-12, will commence no later than September 8, 2020. <ul style="list-style-type: none"> <li>○ Each school will create this plan and communicate it to their parents/students prior to August 17.</li> </ul> </li> </ul>	<p><b>**** On the grade 4, 5 and 6 orientation days only, all students will meet their homeroom teacher outside in a clearly marked area. During the orientation day, students will be shown and will practice where their assigned door is.</b></p> <p>September 1 - All grade 4 students attend full day orientation. Only grade 4 students to attend this day.</p> <p>September 2- All grade 5 students attend full day orientation. Only grade 5 students attend this day.</p> <p>September 3 - All grade 6 students attend full day orientation. Only grade 6 students attend this day.</p> <p>September 4 - all students grade 4-6 attend.</p> <p>September 8 - All classes resume.</p>
<i>Drop-off and Pick-up Procedures</i>	<ul style="list-style-type: none"> <li>• Where feasible schools will coordinate staggered drop-off and pick-up times and locations to limit contact between staff, parents/guardians, children and students as much as possible. Please follow the schedule determined by</li> </ul>	<ul style="list-style-type: none"> <li>• Parents will drop off their students outside the building. In order to minimize the number of people in the building and to create physical distancing, parents are not permitted to enter the building. Should you need to have a discussion with one of our staff, please call the office and book an</li> </ul>

	<p>your school for drop-off and pick-up times.</p> <ul style="list-style-type: none"> <li>• Adults bringing students to school will be asked to stay in their vehicle or outside the school, and to maintain a safe physical distance between themselves and others. Those who need to enter the school must book an appointment with the school office. Individuals without an appointment will not be able to enter the school.</li> <li>• Adults who come to pick up students from school will be asked to stay in their vehicle or outside the school, and to maintain a safe physical distance between themselves and others. School staff will bring students outside to meet the adults who are picking them up.</li> </ul>	<p>appointment. 403-885-6100.</p> <ul style="list-style-type: none"> <li>• Bus students will be dismissed prior to the end of day bell and sent to a muster point in the school, lined up in bus seating/loading order, and supervised by an EA. Students will be grouped by bus cohort. Each cohort will be escorted to their bus by the supervising EA, ensuring physical distancing is maintained. Only one cohort will load at a time.</li> <li>• After all bus students have exited and loaded, all other students will be dismissed by classroom cohorts, working from closest to their exit door to furthest away. Staff will supervise to ensure hand hygiene is adhered to and physical distance is maintained.</li> <li>• Adults who come to pick up students from school will be asked to stay in their vehicle.</li> <li>• Parents who are picking up students during the school day must call the main office (403-885-6100) to inform staff that they have arrived. Students will be called from their class and sent outside to their waiting parents.</li> </ul>
<p><i>Open or closed campus school communities</i></p>	<ul style="list-style-type: none"> <li>• Junior high and high schools will work with their school community to decide if students will be allowed to leave campus during lunch breaks. If students are permitted to leave the school building, they must: <ul style="list-style-type: none"> <li>○ exit through their assigned door</li> <li>○ respect physical distancing and all other COVID-19 health protocols when off campus</li> <li>○ assess whether they have any symptoms of illness before they re-enter the school—students with newly developed symptoms will not be permitted to return to school</li> <li>○ re-enter the school through their assigned door</li> </ul> </li> <li>• Additionally, high schools will need to determine if</li> </ul>	<ul style="list-style-type: none"> <li>• Students will be required to stay on campus for lunch</li> </ul>

	<p>students may leave campus and return to the school building during a spare period. Schools will also need to identify a space or spaces in the school where students on spares can be accommodated while physical distancing.</p>	
<i>Hand Hygiene and Safe Practices</i>	<ul style="list-style-type: none"> <li>• Everyone must perform hand hygiene (hand sanitizer) when <b>entering and exiting the school</b>. Hand sanitizer stations will be available at each school's main entry/exit locations.</li> <li>• Each school will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations.</li> </ul>	
<b>General Protocols</b>		
<i>Physical Distancing</i>	<ul style="list-style-type: none"> <li>• Everyone in the school shall maintain 2 metres physical distancing whenever possible.</li> <li>• Where physical distancing is not possible, extra emphasis on cohorting, hand hygiene, respiratory etiquette, and cleaning and disinfecting on a regular basis (before and after activities) will be implemented.</li> <li>• In the school setting where 2 metres of physical distancing is not possible, masks will be mandatory for Grades 4-12 students, and optional for Grades Pre-K - 3 students. Please see the section on "Masks and Face Shields" for additional details including exemptions.</li> <li>• It is important that students and staff stay home if they have any <a href="#">symptoms of COVID-19</a> that are not related to a pre-existing condition.</li> </ul>	
<i>Cohorts</i>	<ul style="list-style-type: none"> <li>• Cohorting limits exposure to others and aids in contact tracing if needed.</li> <li>• Each class will be considered a cohort and efforts to maintain physical distancing even within a cohort will minimize the risk for disease transmission.</li> </ul>	<ul style="list-style-type: none"> <li>• Students will be part of their homeroom class cohorts and will remain together for the duration of the school day.</li> <li>• Teachers will record and submit seating plans to school administration for contact tracing purposes.</li> <li>• During the school day, teachers will dismiss single students from class to use the washroom as needed and</li> </ul>

	<ul style="list-style-type: none"> <li>• Every effort will be made to limit the number of cohorts that each student is part of.</li> <li>• When interacting with people outside the cohort, maintain physical distancing of 2 metres.</li> <li>• If two or more people from different cohorts are required to come within 2 metres of one another for the purposes of instruction, practice or undertaking examinations, additional protections must be instituted such as engineering controls (such as plexiglass barriers or partitions), or administrative controls (adapting the activity to minimize or eliminate close contacts).</li> </ul>	<p>2m distance in the hallways should always be maintained.</p> <ul style="list-style-type: none"> <li>• Teachers may choose to modify the timings of breaks and periods of their classes to better meet the needs of their students.</li> </ul>
<p><i>Engineered and Administrative Controls in Schools</i></p>	<ul style="list-style-type: none"> <li>• School offices will be required to create a barrier to maintain physical distancing with office visitors.</li> <li>• All school entry/exit doors will have COVID-19 signs posted to indicate that anyone with symptoms cannot enter the school.</li> <li>• Directional arrows will be posted in each school to support physical distancing.</li> <li>• Schools may designate different entrances and exits for different classes of students.</li> <li>• Schools may post occupancy limits for bathrooms, common areas and meeting rooms to allow physical distancing.</li> <li>• All rugs/soft surfaces that cannot be cleaned and sanitized have been removed from classrooms.</li> <li>• Unnecessary furniture has been removed from classrooms.</li> <li>• The following high touch items will not be used in schools except as needed in Foods classes: refrigerators, microwaves, dishwashers and vending machines.</li> <li>• There will be no use of school cutlery, cups, dishes, etc. except as needed in Food Studies classes.</li> <li>• All school assemblies or other large gatherings (e.g. concerts or dances) will be virtual.</li> </ul>	<ul style="list-style-type: none"> <li>• A plexiglass barrier will be installed in the main office at the front desk.</li> <li>• Directional arrows will be placed in common areas to ensure physical distancing is maintained during transitions.</li> <li>• Each class will have a designated entrance and exit</li> <li>• All rugs/soft surfaces that cannot be cleaned and sanitized have been removed from classrooms.</li> <li>• Unnecessary furniture has been removed from classrooms.</li> <li>• Microwaves will be removed from all classrooms.</li> <li>• There will be no use of school cutlery, dishes, etc.</li> </ul>

<p><i>Volunteers and Visitors</i></p>	<ul style="list-style-type: none"> <li>• No one should enter the school if she or he is ill. (<a href="#">Complete the self-assessment tool</a>)</li> <li>• In-person visitors and volunteers will not be allowed in Division schools at this time. This includes guest speakers, sports-team coaches and artists in residence. Individuals are encouraged to communicate with the school through email or by phone.</li> <li>• Currently, parent volunteers are not permitted in the school building.</li> <li>• Individuals authorized to enter the school include Canada Post, service providers, delivery and maintenance personnel who support the running of the school, and emergency responders. These people will only enter the school if the <a href="#">COVID-19 Information Screening Questionnaire</a> indicates they are safe and if they have no symptoms. They must also sign the school's COVID-19 visitor log.</li> <li>• Only required visitors can attend the school and must make an appointment prior to be let into the school.</li> <li>• Masks will be required for all school visitors.</li> <li>• A record of all visitors will be kept at each school.</li> <li>• The number of schools that substitute teachers will work in will be limited as much as possible.</li> </ul>	<ul style="list-style-type: none"> <li>• Visitors can book appointments by calling the main office at (403) 885-6100 and speaking with our administrative assistant.</li> <li>• Meetings will be held by phone or online where possible.</li> <li>• All entrances will be locked at all times. The office phone number will be posted on the front entrance to allow delivery and maintenance personnel to call when they arrive.</li> <li>• No one should enter if they have any symptoms (list will be posted).</li> <li>• Our Admin Assistants will ensure that our COVID-19 visitor log has been filled out.</li> <li>• All visitors must be wearing a mask.</li> </ul>
<p><i>Pre-existing Conditions</i></p>	<ul style="list-style-type: none"> <li>• The guidance that Alberta Education and the Chief Medical Officer of Health have provided us addresses children with known pre-existing conditions. <i>"The student should be tested at least once before returning to school and have a negative COVID-19 test result to confirm that COVID-19 is not the source of their symptoms. These symptoms would be their baseline health status. As long as the cough or runny nose is always the same and does not get worse, the student can attend school. Talk to your school about your child's pre-existing medical condition so the school may keep a confidential record of this condition."</i></li> </ul>	

	<ul style="list-style-type: none"> <li>● WCPS recommends that a COVID-19 test be done closer to the start of the school year and as the guidelines state, talk to your child's school at that time. Should a student be required to self-isolate or quarantine, our teachers will provide materials for students who are at home if students are healthy enough to do school work.</li> </ul>	
<p><i>Responding to Illness</i></p>	<ul style="list-style-type: none"> <li>● No one should enter the school if he or she has any possible symptoms of COVID-19.</li> <li>● Each school will have two (2) contactless thermometers to assist with managing student and staff health in the event symptoms develop during the school day. If a student or staff member has a fever greater than 38°C, immediate steps will be taken to isolate and assist with transferring to home. <ul style="list-style-type: none"> <li>○ Daily temperature checks will not be conducted unless directed by Alberta Health Services.</li> </ul> </li> <li>● If a child/student develops symptoms while at the school, the child/student will wear a non-medical mask, and be isolated in a separate room. The parent/guardian will be notified to come and pick up the student immediately. If a separate room is not available, the child/student will be kept at least 2 metres away from other children/students. The parent/guardian/student will be asked to access COVID-19 testing by accessing the <a href="#">AHS Online Self-Assessment Tool</a>.</li> <li>● If the child/student requires close contact and care, staff can continue to care for the child/student until the parent is able to pick-up the child/student. The student and staff will wear a mask and close interactions with the student that may result in contact with the student's respiratory secretions will be avoided. If very close contact is required and the child is young the staff member will also use a face shield or eye protection.</li> <li>● Staff/students must wash their hands before donning a mask and before and after removing the mask (<a href="#">Guidance</a>)</li> </ul>	<ul style="list-style-type: none"> <li>● If a student develops possible COVID-19 symptoms while at school the student will be placed in a private isolated room which is attached to the main office.</li> <li>● The parent/guardian will be notified by an administrator or administrative assistant to come and pick up the student. It is vital that parents pick up immediately.</li> <li>● In the event that there is more than one student who is exhibiting possible COVID-19 symptoms at the same time, alternate isolation space in the office will be provided.</li> <li>● Students in isolation within the office will be monitored by the administrative assistant and/or administration.</li> <li>● Students will be provided a mask, hand hygiene will be followed, and staff will be wearing PPE to minimize risk.</li> <li>● The area that the student is isolated in will be fully sanitized after each use as well daily sanitization of the area.</li> <li>● Parents need to ensure that their emergency contacts are up-to-date and are able to respond quickly if the parent is unavailable.</li> <li>● Should a positive case occur, school staff will follow AHS guidance and directions.</li> <li>● Contact tracing protocols as outlined in WCPS re-entry plan will be followed. <ul style="list-style-type: none"> <li>○ Full class lists, including teachers and other staff present in the classroom</li> <li>○ Daily attendance records for students and staff, (including substitutes and other temporary staff)</li> <li>○ Records of students and staff that become symptomatic during the school day</li> <li>○ Class seating arrangements</li> </ul> </li> </ul>

	<p><a href="#">on non-medical mask use</a>), and before and after touching any items used by the child/student.</p> <ul style="list-style-type: none"> <li>● All items the student touched/used while isolated must be cleaned and disinfected as soon as the child/student has been picked up. Items that cannot be cleaned and disinfected (e.g. paper, books, cardboard puzzles) will be removed from the classroom and stored in a sealed container for a minimum of 10 days.</li> <li>● The zone medical officer of health will work with school authorities to quickly: <ul style="list-style-type: none"> <li>○ Identify cases</li> <li>○ Identify close contacts</li> <li>○ Create isolation measures when needed</li> <li>○ Provide follow-up recommendations</li> <li>○ <a href="#">Resource Guide for COVID-19 in Schools</a></li> <li>○ <a href="#">COVID-19 Cases in Schools</a> (Appendix B)</li> </ul> </li> <li>● A COVID-19 case will not automatically lead to school closure. It could be that only the group of students and staff who came in close contact will be required to quarantine for 14 days.</li> <li>● Parents will be notified if a case of COVID-19 is confirmed at school and public health officials will contact those who were in close contact with the person.</li> <li>● WCPS will support students and staff to learn or work at home if they are required to self-isolate.</li> <li>● Any school authority/school connected to a confirmed or probable case of COVID-19 will be contacted by AHS and may be required to close in-person classes to allow the public health investigation to take place. The decision to send a cohort/class home or to cancel classes will be made in consultation with the local health authorities.</li> <li>● If there is an absence rate of 10% due to illness OR there are an unusual amount of individuals with similar symptoms, school administrators must report to the local</li> </ul>	<ul style="list-style-type: none"> <li>○ Outlines of other school control measures in place</li> <li>○ Visitor records</li> <li>○ Any additional information requested by AHS Public Health</li> </ul>
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	<p>public health unit or school nurse as per their usual outbreak notification process, regardless of the COVID-19 test results for each individual. The purpose of this is to continue to monitor for other clusters of illness that may not be COVID-19 related and alert Alberta Health Services to potential outbreaks of other diseases.</p> <ul style="list-style-type: none"> <li>● Schools should assign a single responsible person to maintain records for contact tracing, including communication with public health representatives. <ul style="list-style-type: none"> <li>○ Contact tracing records may include: <ul style="list-style-type: none"> <li>■ Full class lists, including teachers and other staff present in the classroom</li> <li>■ Daily attendance records for students and staff, (including substitutes and other temporary staff)</li> <li>■ Records of students and staff that become symptomatic during the school day</li> <li>■ Class seating arrangements</li> <li>■ Outlines of other school control measures in place</li> <li>■ Visitor records</li> <li>■ Any additional information requested by AHS Public Health</li> </ul> </li> </ul> </li> </ul>	
<p><i>Masks and Face Shields</i></p>	<ul style="list-style-type: none"> <li>● <a href="#">Public Health Order 33-2020</a> (Facemasks in Schools) will guide and be followed in every school.</li> <li>● Masks are mandatory for grade 4-12 students, staff and visitors in schools when physical distancing cannot be maintained. This includes wearing them in all shared and common areas such as hallways and buses.</li> <li>● Masks are optional for students in Grades Pre-K - 3. Non-medical face masks may be considered but are not routinely recommended for younger students in grades K-3. It is recommended that these students instead adhere to the other public health strategies that mitigate the risk of transmission of COVID-19, such as cohorting, hand hygiene</li> </ul>	<ul style="list-style-type: none"> <li>● Students will be provided with 2 washable masks, on their first day of school, from the Alberta Government. Students are asked to bring a mask from home to school on the first day. If a student is unable to bring a mask from home, disposable masks will be available at the entry doors.</li> <li>● Masks will be distributed to students in their homeroom cohort class on orientation day. Masks will be in a labeled ziplock bag.</li> <li>● All students and staff will wear masks in all classroom spaces as we will not be able to achieve 2m distance.</li> </ul>

	<p>and respiratory etiquette to reduce the risk of transmission.</p> <ul style="list-style-type: none"> <li>○ When non-medical face masks are used, hands should be cleaned before and after putting it on and taking it off. Avoid touching the mask once it is on. Masks should be changed after they become wet or soiled.</li> <li>○ After removing a reusable non-medical face mask that will be re-worn prior to washing, it should be placed into a clean, breathable bag or container (allows for evaporation) for storage. Consider using a bag that can be washed. All masks should have two distinct sides, one side that touches the face and one that faces outwards.</li> <li>○ Do not reuse masks that are wet or soiled prior to laundering. A wet or soiled mask that requires laundering should be placed into a sealed bag or container where it is stored until it can be taken home and washed.</li> <li>○ Disposable masks that are damaged or dirty should be discarded into a garbage bin that is lined with a plastic bag.</li> </ul> <ul style="list-style-type: none"> <li>● Non-medical masks are not required while students are seated in the classroom during instruction if following the physical distancing guidance above. If close contact between students, or students and teachers/staff is occurring as a result of classroom activities, non-medical masks should be used for the duration of this activity.</li> <li>● All students attending grades 4 through 12, staff members and visitors must wear a non-medical face mask that covers their mouth and nose while attending an indoor location within a school, unless the student, staff member or visitor: <ul style="list-style-type: none"> <li>○ is unable to place, use or remove a non-medical face mask without assistance;</li> <li>○ is unable to wear a non-medical face mask due to a mental or physical concern or limitation;</li> <li>○ is consuming food or drink in a designated area;</li> <li>○ is engaged in physical exercise;</li> <li>○ is seated at a desk or table</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● In order to best support your student's return to school, we ask that you start practicing mask wearing at home so that students are comfortable with the process.</li> <li>● Students may store their mask at lunch in a labeled ziplock bag while eating.</li> <li>● When possible teachers will embed some mask-free times where they can go outside, socially distance, and take a break from wearing their masks following <a href="#">Public Health Order 33-2020</a>.</li> <li>● Exemptions to mask requirement for all teachers and staff in all school settings and students in grades 4-12 include: <ul style="list-style-type: none"> <li>○ Persons who are unable to place, use or remove a non-medical face mask without assistance;</li> <li>○ Persons unable to wear a non-medical face mask due to a mental or physical concern or limitation;</li> <li>○ Persons consuming food or drink in designated areas;</li> <li>○ Persons engaged in physical exercise;</li> <li>○ Persons providing care or assistance to a person with a disability where a non-medical face mask would hinder that caregiving or assistance;</li> <li>○ Persons engaging in services that require the temporary removal of the non-medical face mask, and</li> <li>○ Spaces where physical barriers have been installed between persons.</li> </ul> </li> <li>● While on the bus: <ul style="list-style-type: none"> <li>○ Non-medical face masks are required for students in grades 4-12.</li> </ul> </li> <li>● Wearing a mask is an expectation that will be monitored and enforced within the school. Refusal to wear a mask will result in the student's parent or guardian to be called to pick up their child immediately. The student will only be allowed back to the school when they are compliant to wearing a mask as outlined in the Government of Alberta's Guidance for School Re-entry document.</li> <li>● Mask wearing graduated level of response:</li> </ul>
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	<ul style="list-style-type: none"> <li>■ within a classroom or place where the instruction, course or program of study is taking place, and</li> <li>■ where the desks, tables and chairs are arranged in a manner <ul style="list-style-type: none"> <li>● to prevent persons who are seated from facing each other, and</li> <li>● to allow the greatest possible distance between seated persons.</li> </ul> </li> <li>○ is providing care or receiving assistance where a non-medical face mask would hinder that caregiving or assistance;</li> <li>○ is separated from every other person by a physical barrier.</li> <li>● While on the bus: <ul style="list-style-type: none"> <li>○ Non-medical face masks are required for students in grades 4-12, all staff members and all visitors.</li> <li>○ Non-medical face masks may be considered for students in grades K-3, however they are not routinely recommended.</li> </ul> </li> <li>● Every student in the Division will be provided with two reusable masks. Parents/guardians may provide additional masks for their child.</li> <li>● If someone forgets their mask, schools will ensure there are supplies available for students and staff.</li> <li>● Non-compliance for mask wearing will be addressed through school code of conduct requirements and through provincial policies and requirements specific to public health orders.</li> <li>● Face shield use is at the discretion of the individual staff member. Masks are still required for staff who are wearing face shields.</li> <li>● Based on Alberta Health's Guidelines for making or buying a cloth mask should be a type of fabric or cloth: <ul style="list-style-type: none"> <li>○ Using multiple layers of tight woven fabric - 4 layers is optimal.</li> <li>○ Use a combination of fabrics such as a high thread count cotton (e.g. 600-thread count</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ If a student in Gr. 4-6 students takes their mask off when deemed inappropriate a staff member will remind them of the mask expectations.</li> <li>○ If a student does not comply then administration will be notified and the student will be reminded about the mask protocols.</li> <li>○ If a student refuses to wear a mask or continually is removing it, the administration will call home and remind parents/guardians of the expectation for student protocol as it relates to the use of masks. The only exception will be due to medical conditions with proper documentation.</li> <li>○ Finally if the two previous steps do not change the student behaviour as it relates to wearing their mask, administration will follow the <a href="#">school code of conduct</a> protocol.</li> </ul> <ul style="list-style-type: none"> <li>● Bought or decorated masks must be school appropriate as per the school dress code. No inappropriate words or graphics.</li> <li>● In accordance with Part 3, Division 1, Section 31 of the Education Act and the School Code of Conduct, a student, as a partner in education, has the responsibility to: comply with the rules of the school and the policies of the board</li> </ul> <p><b>A type of fabric or cloth</b></p> <ul style="list-style-type: none"> <li>● Use multiple layers of tight woven fabric – 4 layers is optimal.</li> <li>● Use a combination of fabrics such as a high thread count cotton (e.g. 600-thread count pillowcases and cotton sheets) with spunbond polypropylene or polyester.</li> <li>● If possible, use different fabrics or colours for each side of the mask. This helps you to know which side faces your mouth and which side faces out.</li> </ul>
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	<p>pillowcases and cotton sheets) with spunbond polypropylene or polyester.</p> <ul style="list-style-type: none"> <li>○ If possible, use different fabrics or colours for each side of the mask. This helps you to know which side faces your mouth and which side faces out.</li> <li>○ Keep in mind that you should verify that the mask should have multiple layers of fabric, fit securely against your face, allow for clear breathing and have the ability to be laundered.</li> </ul> <ul style="list-style-type: none"> <li>● There are many resources regarding proper masks available from the Government of Alberta at the following links: <ul style="list-style-type: none"> <li>○ <a href="#">COVID-19: Masks</a></li> <li>○ <a href="#">Guidance for Wearing of Non-Medical Face Masks for the General Public</a></li> <li>○ <a href="#">COVID-19: Choosing the right non-medical mask for wearing in public</a></li> </ul> </li> <li>● PLEASE NOTE: Based on the information provided by Alberta Health Services, students and staff cannot wear: <ul style="list-style-type: none"> <li>○ Balaclavas, bandanas, buffs, or scarves.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Choose a fabric or cloth that can withstand frequent cycles through washing and drying machines</li> <li>● Keep in mind that you should verify that the mask should have multiple layers of fabric, fit securely against your face, allow for clear breathing and have the ability to be laundered.</li> <li>● There are many resources regarding proper masks available from the Government of Alberta at the following links: <ul style="list-style-type: none"> <li><a href="#">COVID-19: Masks</a></li> <li><a href="#">GUIDANCE FOR WEARING OF NON-MEDICAL FACE MASKS FOR THE GENERAL PUBLIC</a></li> <li><a href="#">COVID-19: Choosing the right non-medical mask for wearing in public</a></li> </ul> </li> </ul> <p><b>PLEASE NOTE:</b> Based on the information provided by Alberta Health Services, students and staff cannot wear:</p> <ul style="list-style-type: none"> <li>● balaclavas, bandanas, buffs, or scarves</li> </ul>
<p><i>Expectations for Shared use of Equipment</i></p>	<ul style="list-style-type: none"> <li>● Absolutely no sharing of personal items will be permitted (pencils, crayons, erasers, toys, water bottles, books, etc.).</li> <li>● When school equipment must be shared (i.e. Chromebooks, CTS shop equipment, P.E. racquets, etc) it must be cleaned and disinfected after each use.</li> <li>● Students and staff are required to perform hand hygiene before and after using shared equipment.</li> </ul>	<ul style="list-style-type: none"> <li>● Each individual teacher will be responsible for providing an access plan for retrieving and returning chromebooks.</li> <li>● Please label all school supplies prior to the first day of school.</li> <li>● If your student requires noise cancelling headphones, please provide your own and be sure to label them.</li> </ul>
<p><i>Water Bottles and Fountains</i></p>	<ul style="list-style-type: none"> <li>● AHS guidelines state that water fountains can remain open. Mouthpieces of drinking fountains are not a major source of virus transmission and require regular cleaning according to manufacturer recommendations.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Water fountain knobs and push buttons are considered high touch surfaces and must be regularly cleaned and disinfected.</li> <li>• It is recommended that students bring their own water bottle (labelled with their name) and fill water bottles rather than having them drink directly from the mouthpiece of a fountain.</li> </ul>	
<p><i>Lunch</i></p>	<ul style="list-style-type: none"> <li>• It is important for students who stay at school for lunch to remember to bring their lunch each day—schools will not be able to accommodate family members who want to drop off lunches. If a student forgets their lunch, families should phone the school to work out a solution.</li> <li>• Students will store lunches with their other personal belongings.</li> <li>• All students must wash their hands before eating, and eat only their own food. Students are not permitted to share food under provincial health guidelines.</li> <li>• At this time, microwaves will not be available to students and vending machines will not be operating to maintain physical distancing.</li> <li>• Elementary students will remain in their cohort to eat lunch. Multiple cohorts will not gather together to eat.</li> <li>• Junior high and high school students who stay on campus will be assigned to an area of the school for lunch.</li> <li>• If the school is using a common lunch area, cohorts of students will eat in staggered shifts and the space will be cleaned and disinfected between each cohort.</li> <li>• Given the limitation on food handling and concerns for safety, school curricular cafeteria programs (Culinary Arts) can continue but food sales or serving of foods is not permitted.</li> <li>• Food delivery services for students will not be permitted in any school.</li> </ul>	<ul style="list-style-type: none"> <li>• No food service will be available to students. All students must arrive with their own lunch and snack.</li> <li>• Students will be supervised in their homeroom cohort class.</li> <li>• Students are to remain in their assigned desk during the lunch break.</li> <li>• Students staying at lunch are required to store their mask in a labeled ziplock bag while eating.</li> <li>• Please provide a lunch that is easy to eat with no prep required and can be eaten at a desk.</li> <li>• Microwaves will be removed from classrooms therefore there will be NO access to microwaves. If a lunch needs to be warm, please send it in an insulated thermos.</li> <li>• Please provide any necessary supplies for their lunch (cutlery, napkins, condiments, etc).</li> <li>• Students will be required to clean and disinfect their assigned desk after eating.</li> <li>• The Hot Lunch program will not be offered at this time.</li> </ul>

<p><i>Personal Belongings</i></p>	<ul style="list-style-type: none"> <li>● Locker use is allowed when a school can provide the following: <ul style="list-style-type: none"> <li>○ A plan must be developed by each school to ensure appropriate physical distancing will be maintained at all times throughout the day.</li> <li>○ A plan must be developed by each school to ensure sanitizing of the locker handle, lock, and touch surfaces daily. This task is to be completed by students without reliance on school custodians due to the frequency and time associated with this requirement.</li> <li>○ Boot racks can be used providing physical distancing can be maintained.</li> </ul> </li> <li>● All students and staff are encouraged to use a backpack for all personal belongings.</li> <li>● Lunches are to be stored with personal belongings (in a backpack). Please consider wide mouth thermos containers for hot food as microwaves are not available.</li> </ul>	<ul style="list-style-type: none"> <li>● Teachers will develop and implement procedures and routines for students to access personal belongings in locker cubbies and other storage areas.</li> <li>● Due to the space constraints in the classroom, please only send essential items. We will not be requiring all the supplies on the supply list to be sent at the start of the year. Teachers will communicate with families which items are required at the start of the school year. Please do not send toys, stuffies, etc at this time.</li> </ul>
<p><i>Electronic Devices</i></p>	<ul style="list-style-type: none"> <li>● Students are encouraged to bring their own educational devices (BYOED).</li> <li>● Student personal devices are to be stored with their personal belongings.</li> <li>● Wolf Creek Public Schools works with a vendor partner to offer a parent purchase program for Chromebooks. More information about this optional program <a href="#">can be found on our website.</a></li> <li>● Schools will develop a protocol for disinfecting high touch surfaces on district owned shared electronic equipment between uses. Schools will also emphasize hand hygiene etiquette (washing or use of hand sanitizer) before and after students use shared district equipment.</li> </ul>	<ul style="list-style-type: none"> <li>● Each individual teacher will be responsible for providing an access plan for retrieving, sanitizing, and returning chromebooks.</li> <li>● All students are encouraged to have their own Chromebook.</li> <li>● Families with students in Grades 4-6 that are able to provide a personally owned Chromebook will not need to access a shared device. This reduction in sharing would help the classes reduce the number of times the devices would need to be sterilized each day and increase the amount of possible access to technology.</li> </ul>
<p><i>Posters</i></p>	<p>Schools will use the following posters throughout the school to promote important safety practices:</p> <ul style="list-style-type: none"> <li>○ <a href="#">Cover your cough</a></li> </ul>	

	<ul style="list-style-type: none"> <li>○ <a href="#">Do not enter</a></li> <li>○ <a href="#">Healthy distance</a></li> <li>○ <a href="#">Personal items</a></li> <li>○ <a href="#">Stay safe</a></li> <li>○ <a href="#">Wash your hands</a></li> <li>○ <a href="#">Wash and sanitize your hands</a></li> </ul>	
<b><i>Classes and Programming</i></b>		
<b><i>Classroom Hygiene</i></b>	<ul style="list-style-type: none"> <li>● Everyone entering the classroom must perform hand hygiene.</li> <li>● Proper hand hygiene and respiratory etiquette is required and should be regularly promoted among students and staff.</li> <li>● Students and staff will wipe their own workspace such as desks, chromebooks, etc. before and after using. Younger students may require help from the teacher or educational assistant.</li> </ul>	<ul style="list-style-type: none"> <li>● Teachers will develop and implement classroom hygiene routines in their classrooms. These procedures will be communicated to students.</li> <li>● All classrooms at IRIC have sinks, soap, and paper towels for handwashing and will also have sanitizer available.</li> <li>● Students will practice hand hygiene upon entering and exiting the building as well as entering and exiting the classroom.</li> </ul>
<b><i>Class Sizes and Configuration</i></b>	<ul style="list-style-type: none"> <li>● Class sizes will be similar to previous years.</li> <li>● Where 2 metres is not possible between desks, they will be separated by the greatest possible spacing in each classroom.</li> <li>● If 2 metres cannot be arranged between desks/tables, students should be arranged so they are not facing each other (e.g. arranged in rows rather than in small groups of 4 or a semi-circle). This way, if a student coughs or sneezes, they are not likely to cough or sneeze directly on the face of another student.</li> <li>● Masks are mandatory for students in Grades 4-12 in schools where physical distancing cannot be maintained. This includes wearing them in all shared and common areas such as hallways and buses.</li> <li>● Masks are optional for students in Grades Pre-K - 3.</li> <li>● In situations where physical distancing is not possible,</li> </ul>	<ul style="list-style-type: none"> <li>● Everything will be done to follow the guidelines set out by Alberta Learning and Alberta Health Services regarding spacing of students.</li> <li>● Teachers will prepare seating plans and submit these to the administration. Should seating arrangements change, updated copies will be provided to administration.</li> <li>● Each homeroom is considered a cohort and interaction between cohorts will be minimized.</li> <li>● Due to the size of our classes and our anticipated enrollment, it is anticipated that grades 4-6 will need to wear a mask in the classroom as well as in the common areas.</li> <li>● Physical Education will be outdoors as much as possible. Please ensure that your student is dressed for the weather each day. Some classes have Physical Education early in the morning and students may need a hoodie or light gloves.</li> </ul>

	<p>extra emphasis on hand hygiene, respiratory etiquette, not participating when sick and cleaning and disinfecting on a regular basis before and after activities will occur.</p> <ul style="list-style-type: none"> <li>● Teachers will have seating plans for all classes.</li> <li>● Each class will be considered a cohort and interaction between cohorts will be minimized. <ul style="list-style-type: none"> <li>○ Cohorts encourage individuals who cannot maintain 2 metre physical distancing (i.e. classes) to interact with the same people (their cohort) rather than switching daily contacts or randomly interacting with other people.</li> <li>○ Within each cohort (classroom), students will maintain the greatest physical distancing possible to minimize the risk for disease transmission (i.e., spacing between desks, facing the same way).</li> <li>○ If two or more people from different cohorts are required to come within 2 metres of one another for the purposes of instruction, practice or undertaking examinations, additional protections must be instituted such as engineering controls (such as plexiglass barriers or partitions), or administrative controls (adapting the activity to minimize or eliminate close contacts).</li> </ul> </li> </ul>	
<p><i>Student Movement</i></p>	<ul style="list-style-type: none"> <li>● Where possible, teachers will move between classrooms and students will remain at their desks.</li> <li>● Hallway protocols are developed to ensure students remain a safe distance apart while moving throughout the building.</li> <li>● Each school will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations. Teachers and staff will reinforce protocols.</li> <li>● Masks are required for all staff and students in grades 4-12 in high traffic areas.</li> </ul>	<ul style="list-style-type: none"> <li>● Posters are displayed with information regarding hallway protocols</li> <li>● All students will remain in their cohort classroom during the day.</li> <li>● Hallways are marked with directional and distance stickers. Only one student per classroom can leave the class at a time, unless the classroom teacher is leading the students outside for a break.</li> <li>● Staff will assist with directional flow as needed.</li> <li>● Teachers will be responsible for ensuring the hallway is vacant or that proper distancing can be adhered before proceeding into the hallway.</li> <li>● The music teacher will travel to each class and provide</li> </ul>

		<p>instruction in students' homeroom classrooms.</p> <ul style="list-style-type: none"> <li>• Masks are required for all staff and students in grades 4-12 in high traffic areas.</li> </ul>
<i>Breaks</i>	<ul style="list-style-type: none"> <li>• Snack, lunch, recess, and class change breaks will be staggered in each school to maintain physical distancing among children/students.</li> </ul>	<ul style="list-style-type: none"> <li>• Snack breaks, lunch and recess will be staggered and organized by cohorts, to ensure students remain with their homeroom classes.</li> </ul>
<i>Food and Nutrition Services</i>	<ul style="list-style-type: none"> <li>○ No activities that involve the sharing of food between students or staff should occur.</li> <li>• Sharing food between students would be allowed if there was a designated server serving the food, appropriate hand hygiene, and physical distancing. <ul style="list-style-type: none"> <li>○ For classroom meals and snacks: <ul style="list-style-type: none"> <li>■ No self-serve or family-style meal service. Instead, switch to pre-packaged meals or meals served by designated staff.</li> <li>■ Food provided by the family should be stored with the student's belongings.</li> <li>■ Close the food preparation areas off that could be accessed by students/children, non-designated staff, or essential visitors.</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>■ Utensils should be used to serve</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• At this time, students and staff are not allowed to share food. Students will not be permitted to bring food for class parties, birthdays, and other special events.</li> <li>• Hot lunch will not be offered at this time.</li> <li>• Students must arrive at school each day with their own lunch. Food will not be provided by the school.</li> </ul>

	<p>food items (not fingers).</p> <ul style="list-style-type: none"> <li>■ If a school is using a common lunchroom and staggering lunch times, ensure that the area including all surfaces of the tables and chairs (including the underneath edge of the chair seat) are cleaned and disinfected after each use.</li> </ul> <ul style="list-style-type: none"> <li>○ School Cafeteria Curricular Programs</li> <li>○ Given the limitation on food handling and concerns for safety, school curricular cafeteria programs (Culinary Arts) can continue but food sales or serving of foods is not permitted.</li> </ul>	
<p><i>Using Playground Equipment</i></p>	<ul style="list-style-type: none"> <li>● Each school will have posters promoting hand hygiene, respiratory etiquette, physical distancing etc., posted in visible locations.</li> <li>● Playground users should maintain physical distancing at all times.</li> <li>● Ensure there are hand sanitizer stations available to maintain hand hygiene.</li> <li>● Encourage children to avoid sharing toys or sports equipment and limit contact with individuals outside of their cohort.</li> <li>● Increased focus on respiratory etiquette and physical distancing will be taken around playground equipment.</li> </ul>	<ul style="list-style-type: none"> <li>● Playground etiquette will be reviewed in each classroom in September with safe distancing in mind.</li> <li>● Teachers will be responsible for supervision of their class cohort on the playground, and for the enforcement of playground rules and etiquette.</li> <li>● Hand sanitizer will be provided at each entrance.</li> <li>● Each classroom has their own bin of sports equipment for use in their class cohort.</li> <li>● Each classroom teacher will be responsible for sanitizing any sports equipment used by their class cohort on the playground.</li> </ul>
<p><i>Physical Education</i></p>	<ul style="list-style-type: none"> <li>● When possible physical education will be done outside instead of inside as the risk of transmission is more likely to occur indoors rather than outdoors and will follow the <a href="#">Guidance for Sport, Physical Activity and Recreation</a>.</li> <li>● Teachers will choose activities or sports that support physical distancing (e.g. badminton over wrestling).</li> <li>● Locker rooms and change rooms: <ul style="list-style-type: none"> <li>○ Kindergarten through Grade 6 students will not</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● All physical education classes will be scheduled and taught by homeroom cohort teachers.</li> <li>● Because two classes are scheduled at a time for phys ed, teachers will be expected to keep their own class distanced by either teaching phys ed outside or using the partition curtain when sharing the gym space with another class.</li> <li>● The gathering area can be booked for phys ed classes as an alternative space, provided distancing can be maintained.</li> </ul>

	<p>change for Physical Education classes.</p> <ul style="list-style-type: none"> <li>○ Schools will develop change room protocols for Grades 7 through 12 students that will reflect time and space availability.</li> <li>○ Locker rooms may be used but should be disinfected between classes/cohorts.</li> </ul>	<ul style="list-style-type: none"> <li>● Physical Education will be outdoors as much as possible. Please ensure that your student is dressed for the weather each day. Some classes have Physical Education early in the morning and students may need a hoodie or light gloves.</li> </ul>
<i>Option Courses</i>	<ul style="list-style-type: none"> <li>● Where AHS recommendations and guidelines can be followed (i.e. cleaning, physical distancing, cohorting, etc.) these courses may continue to be available to students as determined by each school.</li> <li>● Practice, rehearsals, and instruction of dance, music and drama programs may proceed as long as the <a href="#">Guidance for Music, Dance and Theatre</a> is followed.</li> <li>● Music, dance and drama performances are suspended at this time.</li> <li>● In-person singing, cheering or shouting or playing wind instruments should be postponed at this time. Consider alternatives such as: <ul style="list-style-type: none"> <li>○ Recording or live-streaming individual performers in separate locations;</li> <li>○ Including more lessons focused on music appreciation or music theory;</li> <li>○ Choose to play instruments that are lower risk (e.g., percussion or string instruments over wind instruments). Ensure these items are disinfected after each use.</li> </ul> </li> <li>● Classes that teach food preparation may occur as long as students do not share the food they prepare with other students or staff. Enhanced cleaning protocols will be implemented.</li> </ul>	<ul style="list-style-type: none"> <li>● Music programming will be delivered in homeroom classrooms by the music specialist, who will move from class to class.</li> <li>● Students will remain seated in their assigned desks during music instruction.</li> <li>● The music teacher will be responsible for sanitizing any shared music equipment and instruments after each student uses them.</li> <li>● Wind instruments will not be used at this time.</li> <li>● Art instruction will be delivered in homeroom classrooms by homeroom teachers.</li> <li>● Art projects will be limited to those involving supplies students own, and no shared art supplies will be available.</li> <li>● If teachers choose to utilize the art room, they will be responsible for ensuring all surfaces are sanitized.</li> </ul>
<i>Work Experience/Work Study/RAP/Life Skills</i>	<ul style="list-style-type: none"> <li>● These programs may resume as long as the risk of infection is mitigated for all participants.</li> <li>● If the placement is in a workplace, the child/student is expected to follow health rules set out by the workplace which should comply with the <a href="#">Workplace Guidance for</a></li> </ul>	<ul style="list-style-type: none"> <li>● Not applicable.</li> </ul>

<p><i>Programming Off-Site</i></p>	<p><a href="#"><u>Business Owners.</u></a></p>	
<p><i>Library/Learning Commons</i></p>	<ul style="list-style-type: none"> <li>● The protocol to access library materials and resources will be as follows, based on provincial recommendations: <ul style="list-style-type: none"> <li>○ students and staff will not access directly.</li> <li>○ staff will submit a request for the resources</li> <li>○ a library staff member wearing a mask and gloves will pull the resources</li> <li>○ the resources will be disinfected and then delivered to the classroom</li> <li>○ inside the classroom, resources will be disinfected after each use by a student</li> <li>○ Store items for 72 hours between use.</li> <li>○ When staff are assigned to work in the library, all hard surfaces and the overall space will be cleaned and disinfected daily according to COVID-19 cleaning standards.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● IRIC will continue to have a strong emphasis on reading and literacy. We will have curated collections of books from the library provided to each classroom for periods of 1-2 weeks. This will provide our students access to a rotating classroom library. Sanitizing protocols will be followed.</li> <li>● Students will have access to classroom libraries once a system is in place to distribute books and sanitize them</li> </ul>
<p><i>Extracurricular Activities, Student Clubs, Field Trips (Local, Provincial, International)</i></p>	<ul style="list-style-type: none"> <li>● Extracurricular activities, including athletic events/leagues, field trips requiring busing, and all overnight student excursions are postponed. This will be reviewed by September 30, 2020.</li> <li>● Where a student club can meet while maintaining physical distancing they can continue as long as they wipe down touched surfaces. Clubs that cannot maintain physical distancing are cancelled until further notice.</li> <li>● Once Canada lifts travel restrictions and non-essential international travel resumes, international travel programs and international education programs will be reviewed.</li> </ul>	<ul style="list-style-type: none"> <li>● At this time, no extracurricular programs or clubs will operate. We will revisit this at a later date.</li> </ul>
<p><i>Community Use and Joint Use Agreements in Schools</i></p>	<ul style="list-style-type: none"> <li>● All community use of indoor school space is currently suspended—this is required to support the proper cleaning and disinfecting of the school facility and to limit access to the school by individuals who are not regular members of the school community.</li> </ul>	

	<ul style="list-style-type: none"> <li>All indoor joint use of schools for community members is currently suspended. School fields, tennis courts and ball diamonds will remain available for community use through the joint use agreement in the evenings and on weekends. The Division will work with joint use partners on an ongoing basis to work toward safely reopening school spaces for community use.</li> </ul>	
<i>Student teachers</i>	<ul style="list-style-type: none"> <li>The Division will continue to support the placement of student teachers.</li> <li>Student teachers will be expected to follow all safety and health protocols in place for Division staff and students, including the daily <a href="#">COVID-19 Information Screening Questionnaire</a>. They will not be permitted to attend the school if they have symptoms of illness.</li> </ul>	
<i>Graduations</i>	<ul style="list-style-type: none"> <li>At this time, any rescheduled traditional Grad 2020 events, or previously scheduled fall traditional Grad events, are to be virtual events or “drive in” events with proper protocols for distancing and safety of participants as per <a href="#">Alberta Health restrictions for gatherings</a>.</li> <li>The Division has not made a decision about traditional grad ceremonies for the class of 2021 as this will be determined at a later date.</li> </ul>	<ul style="list-style-type: none"> <li>Grade 6 Farewell will be a drive through, as was conducted in June 2020.</li> </ul>
<i>School Council Meetings</i>	<ul style="list-style-type: none"> <li>School council meetings for the 2020–2021 school year may go ahead.</li> <li>These meetings must follow Alberta Health restrictions for social gatherings as well as the safety protocols and expectations outlined in both the provincial School Re-entry Plan and this school re-entry plan.</li> <li>Schools will support their school council members to determine if they will hold in-person meetings or online virtual meetings.</li> <li>Any in-person meeting must adhere to COVID-19 health and safety protocols.</li> </ul>	<ul style="list-style-type: none"> <li>School council meetings will be held virtually for this school year. Dates and links will be provided in September.</li> </ul>

## Cleaning Protocols

<p><i>Hand Hygiene</i></p>	<ul style="list-style-type: none"> <li>● In addition to hand washing with soap, WCPS will provide appropriate amounts of recommended <a href="#">hand sanitizer</a> in schools and on buses, and hand sanitizing dispensers will be available at each school entry/exit way.</li> <li>● While washing with soap and water for 20 seconds is the preferred method for cleaning hands, hand sanitizer can be used when this is not practical.</li> <li>● Proper hand hygiene and respiratory etiquette is required and should be regularly promoted among students and staff.</li> <li>● <b>Required</b> hand hygiene protocols:             <ul style="list-style-type: none"> <li>○ Before leaving home, on arrival at school, and before leaving school.</li> <li>○ After using the toilet.</li> <li>○ Before and/or after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions, etc.).</li> <li>○ After sneezing or coughing.</li> <li>○ Before and after breaks and sporting activities.</li> <li>○ Before and after eating any food, including snacks.</li> <li>○ Before touching face (nose, eyes or mouth).</li> <li>○ Whenever hands are visibly dirty.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Each homeroom teacher will provide detailed instruction about handwashing and use of hand sanitizer.</li> <li>● Students and staff will sanitize hands upon entry/exit to the building.</li> <li>● Teachers will ensure students have adequate time and reminders to sanitize before and after eating, as well as transitions throughout the day.</li> </ul>
<p><i>High Touch Areas</i></p>	<ul style="list-style-type: none"> <li>● There will be increased frequency of cleaning and disinfecting of high-touch areas in schools.</li> <li>● Where required, extra custodial time has been added to accommodate this work.</li> <li>● <a href="#">High Touch Areas</a></li> </ul>	<ul style="list-style-type: none"> <li>● Teachers will plan and implement cleaning of high touch areas for their classroom.</li> <li>● Office staff will ensure high touch areas in the office are cleaned throughout the day as needed.</li> </ul>

<i>Bus Cleaning</i>	<ul style="list-style-type: none"> <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 and vehicle cleaning logs will be kept.</li> </ul>	
<i>Cleaning Workspaces</i>	<ul style="list-style-type: none"> <li>• Materials for staff and students to clean/sanitize their own workspace (desks, shared devices, etc.) will be available in the classroom.</li> <li>• Students and staff will wipe their own workspace before and after using. If students remain at the same desk all day, this would be done at the beginning and end of the day.</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers will plan and implement cleaning protocols for their work spaces.</li> </ul>
<b><i>Mental Health/Psychosocial Supports for Students and Staff</i></b>		
<i>Providing Mental Health Support</i>	<ul style="list-style-type: none"> <li>• Staff have access to professional learning on supporting the mental health of students.</li> <li>• Information on accessing mental health resources for students, families and staff is posted on the Wolf Creek Inclusive Learning Services Resources for Parents webpage and through the <a href="#">Social/Emotional Supports document</a>.</li> </ul>	<ul style="list-style-type: none"> <li>• Our School Social Worker has traditionally run a number of programs for students. <ul style="list-style-type: none"> <li>○ In previous years we have held programs such as Lego Club, Girls Group, Rainbows, Self Esteem groups, etc.</li> <li>○ This year program offerings will be based on student needs and the ability to socially distance while meeting. Some groups may not be possible under our current restrictions (eg, Lego) and we will provide other options for students.</li> <li>○ Programs and groups are essential to supporting the mental health of our students. Meeting these needs has a direct connection to academic success.</li> <li>○ Please watch the school newsletter for further details.</li> <li>○ If you are interested in speaking with our school social worker, please feel free to call Karina Nottveit at 403-885-6100 or email her at <a href="mailto:karina.nottveit@wolfcreek.ab.ca">karina.nottveit@wolfcreek.ab.ca</a></li> </ul> </li> </ul>

## Options for Parent-directed/taught At-Home Learning (WCPS Virtual Learning Program)

<p><i>What is the Wolf Creek Virtual Learning Program?</i></p>	<p>The Wolf Creek Virtual Learning Program provides opportunities for parents to have access to digital resources, with occasional support from a Lead Teacher, for their children to temporarily bridge at-home learning experiences due to specific COVID-19 concerns related to attending school. Parents will be responsible to lead this work each day with students who participate in this program. Lead Teachers will provide supportive online resources designed to assist parents in leading learning environments within their home while maintaining a connection to their regular assigned school. This bridge will ensure a stronger transition back to the school and classroom when the student is able to do so. This program will operate under Alberta Education’s Shared Responsibility Program as outlined at <a href="#">this link</a>.</p> <p>Unlike emergency at-home learning that took place in the Spring of 2020, the Wolf Creek Virtual Learning Program requires students to participate for a greater number of hours at home to meet the full outcomes of the Alberta Programs of Study. It is important to note that the Wolf Creek Virtual Learning Program will not offer the same direct teacher supports, learning opportunities or regular classroom supports as in-person learning. However, the program will provide a bridging support in cases where a future return to school is planned for later in the 2020-2021 school year.</p> <p>More information on accessing this program can be obtained by contacting your school principal to determine if this opportunity families who find it necessary to have students learn at home due to specific COVID-19 concerns.</p> <p>The <a href="#">Wolf Creek Virtual Learning Program FAQ</a> will assist with some initial questions. After August 25, school administrators will be available to respond to inquiries by specific parents.</p>
<p><i>Time Expectations and Focus Areas within the Wolf Creek Virtual Learning Program for Families</i></p>	<p>Wolf Creek Public Schools is committed to offering quality learning experiences at each grade level that lead to high school completion. This program still requires students to meet all the outcomes in the Alberta Program of Studies while learning at home. There will be specific focus areas at the various grade levels to ensure students are moving forward in their learning journey during the 2020-2021 school year.</p> <p><b><u>Kindergarten</u></b></p> <ul style="list-style-type: none"> <li>● A focus on early development skills to develop strong foundational skills for students prior to entering Grade One. Activities will be designed to help children explore, create and play with learning as a foundation within those activities.</li> <li>● Weekly and Daily Times: <b>8 to 10 hours</b> throughout the course of each week.</li> <li>● Breaks, Lunch and regular, daily physical activity is also necessary to integrate into this time allotment.</li> </ul>

### **Grade 1 to Grade 3**

- A focus on literacy and numeracy to develop strong foundational skills in letter recognition, reading and writing skills as students progress through Division One.
- Weekly and Daily Times: **12 to 14 hours per week** and/or 3 hours per day.
- Breaks, Lunch and regular, daily physical activity is also suggested to take place beyond this amount of time.
- Optional activities such as Art and virtual field trips will also be provided beyond this amount of time.

### **Grade 4 to Grade 6**

- A continued focus on literacy and numeracy at high levels of understanding, comprehension and complexity to prepare students for older grade level expectations in core areas such as Math, Language Arts, Social Studies and Science.
- Weekly and Daily Times: **16 to 20 hours per week** and 4 hours per day.
- Breaks, Lunch and regular, daily physical activity is also suggested to take place beyond this amount of time.
- Optional activities such as Art and virtual field trips will also be provided beyond this amount of time.

### **Grade 7 to Grade 9**

- A focus on core academic programs in Math, Language Arts, Social Studies and Science in order to prepare students for entry to future high school programs through a solid foundation is key. There will be no complimentary (options) courses provided.
- Weekly and Daily Times: **20 to 25 hours per week** and 5 hours per day.
- Additional time may be required to complete work in core subjects that require more research, writing or practice/remediation.
- Breaks, Lunch and regular, daily physical activity is also suggested to take place beyond this amount of time.
- Optional activities such as Art and virtual field trips will also be provided beyond this amount of time.

### **Grade 10 to Grade 12**

- An academic program that mirrors course content the student would be enrolled in at the high school level to assist with acquiring the course learning experience and prerequisite skills to continue into high school courses at the academic level of the student. Complementary (CTS) Courses will be limited with a stronger focus on core courses. Upon re-entry into the regular high school program some courses may continue to be completed online while other courses may switch to direct classroom instruction.
- Weekly and Daily Times: **Up to 30 hours per week** and typically over 5 hours per day depending on the nature of the course load.
- Additional time may be required to complete work in core subjects that require more research, writing or practice/remediation.
- Breaks, Lunch and regular, daily physical activity is also suggested to take place beyond this amount of time.

<p><i>What is Homeschooling and how is it different?</i></p>	<ul style="list-style-type: none"> <li>● Homeschool Programs require the parent to be completely in charge of the student learning plan having the primary responsibility for planning, managing, providing, evaluating and supervising their child’s course of study while developing a home education plan to meet the learning outcomes. This plan must adhere to the provincial <a href="#">Home Education Regulation</a>. Details are available in the <a href="#">Home Education Handbook</a>.</li> <li>● Wolf Creek does not currently maintain a homeschooling program within the Division but utilizes a connected school approach for parents to work with local schools.</li> <li>● Parents that wish to access a home school program are referred to agencies outside of Wolf Creek that operate these programs. These can be found through consultation with the <a href="#">Alberta Home Education Association</a>.</li> </ul>
<p><i>Parent Responsibilities in Home School Programs with Outside Agencies</i></p>	<ul style="list-style-type: none"> <li>● Parents have four key responsibilities: <ul style="list-style-type: none"> <li>○ Submit a home education plan (HEP) that meets the Home Education Regulation requirements.</li> <li>○ Submit a mid and a year end written summary of the child’s progress toward the learning outcomes identified in the HEP.</li> <li>○ Provide dated samples of the child’s learning in all of the subject areas identified in the HEP (minimum of 4 core subjects).</li> <li>○ Attend student progress review meetings with the child twice yearly with the Home-based Coordinator.</li> </ul> </li> </ul>

## Plan Updates

All Wolf Creek schools have been given guidelines to prepare for Scenario 1, and will make adjustments based on their unique school community and physical layout of each school.

**Please note that this plan may be updated in response to changes directed by Alberta Education.** Any changes in the school re-entry scenario will be determined by Alberta Health and Alberta Education with information on local school-based and zone information. We will remain in communication with the Alberta government and will continue to follow its advice.

## Resources

*Government of Alberta Guidance for School Re-entry - Scenario 1*

[COVID-19 information: Guidance for School Re-entry - Scenario 1](#)

## *References*

[Alberta K to 12 School Re-entry Website](#)

[Alberta Health Daily Checklist](#)

[Screening Questionnaire](#)

[Guidance for Sport, Physical Activity and Recreation](#)

[Guidance for Playgrounds \(updated June 18, 2020\)](#)

[Elementary - Returning to School Safely Video](#)

[Junior and High School - Returning to School Safely Video](#)

# Appendix - A

## ***What is COVID-19?***

COVID-19 is an illness caused by a coronavirus. It is a new disease that has not been previously identified in humans. [Coronaviruses](#) are a large family of viruses. Some cause illness in people and others cause illness in animals. Human coronaviruses are common and are typically associated with mild illnesses, similar to the common cold. COVID-19 is a new disease caused by the coronavirus (SARS-CoV-2) and was declared a global pandemic in March 2020. Coronaviruses are most commonly spread from an infected person through:

- respiratory droplets when you cough or sneeze.
- close personal contact, such as touching or shaking hands.
- touching something with the virus on it, then touching your eyes, nose or mouth before washing your hands.

These viruses are not known to spread through ventilation systems or through water.

## ***Symptoms***

COVID-19 symptoms can be mild and are similar to influenza and other respiratory illnesses. According to information from the [Government of Alberta](#), most healthy people who are infected with the new, or novel, coronavirus will have a mild illness like a cold or flu. They may have a fever, cough, sore muscles or a sore throat. Some people may feel short of breath. Most people (about 80%) recover from this disease without needing special treatment. People who are much older or who already have health problems are more likely to get sicker with the novel coronavirus and may need to be hospitalized.

Alberta Health identifies the following [symptoms for COVID-19](#):

- Common symptoms: cough, fever (over 38°C), shortness of breath, runny nose or sore throat.
- Other symptoms can include: stuffy nose, painful swallowing, headache, chills, muscle or joint aches, feeling unwell in general, new fatigue or severe exhaustion, gastrointestinal symptoms (nausea, vomiting, diarrhea or unexplained loss of appetite), loss of sense of smell or taste, conjunctivitis (pink eye).
- Symptoms of serious illness: difficulty breathing or pneumonia.

If you have any of these symptoms, stay home and self-isolate to avoid spreading it to others. Alberta Health recommends calling Health Link at 811 for more information.

Evidence indicates that the virus can be transmitted to others from someone who is infected but not showing symptoms. This includes people who have not yet developed symptoms (pre-symptomatic) and those who will never develop symptoms (asymptomatic).

While experts know that these kinds of transmissions are happening among those in close contact or in close physical settings, it is not known to what extent. This means it is extremely important to follow the proven preventative measures.

## ***Prevention***

Novel coronavirus spreads the same way as other viruses that cause colds and cases of flu. When people cough or sneeze, tiny drops of liquid go into the air. If the person has the coronavirus, the virus can be in those droplets and make others sick. One way a person can get sick is by breathing in tiny drops that have the virus in them, that can happen while talking with or being close to someone who is sick. Another way is by someone touching something that tiny drops have landed on and then touching their mouth, nose or eyes. Sharing dishes and forks and spoons, water bottles and drink containers could also spread the virus from someone who is sick to someone who is not.

You can help prevent the spread of COVID-19. Prevention starts with awareness. The following practices will help reduce the spread of COVID-19:

- Practice physical distancing
- Self-isolate when you're feeling sick
- Wash your hands frequently
- Cover coughs and sneezes
- Avoid touching your face

## ***Good Hygiene***

Wash your hands really well and often with soap and water for at least 20 seconds. Soap and water are always the best. But, if soap and water are not available, you can use hand sanitizer. If your hands are dirty, or you have touched a surface that others have touched, wash your hands. Don't touch your eyes, nose or mouth until your hands are washed. Cough or sneeze into your elbow or a tissue, then wash your hands. Washing your hands, not touching your face, and staying home when you are sick are the best ways to help you and your family and friends stay healthy.

## ***Parent/Student Support: Guide and Videos***

Parents and students can use the following resources to prepare for the new school year.

The [2020/21 Parent Guide](#) contains steps parents and students should follow to reduce the risk of COVID-19 in schools.

## ***Videos - Returning to school safely***



[https://www.youtube.com/watch?time\\_continue=2&v=GLaj98wmgRc&feature=emb\\_logo](https://www.youtube.com/watch?time_continue=2&v=GLaj98wmgRc&feature=emb_logo)

[https://www.youtube.com/watch?time\\_continue=2&v=CwYmS-P3Nn0&feature=emb\\_logo](https://www.youtube.com/watch?time_continue=2&v=CwYmS-P3Nn0&feature=emb_logo)

If there is anything you might be confused or worried about, don't be afraid to ask someone you trust. More information can be found online at [alberta.ca/COVID19](http://alberta.ca/COVID19).

## ***Quarantine and Isolation***

Alberta Chief Medical Officer of Health (CMOH) Order 05-2020 has several legal requirements for quarantine and isolation (please see the table below).

<b><i>Quarantine</i></b>	<b><i>Isolation</i></b>
Required when people are not sick, but have been exposed to someone who has COVID-19.	Required when people are sick, to keep them from infecting others.
The quarantine period for COVID-19 is 14 days. This is because it can take up to 14 days for an individual to develop symptoms.	The isolation period for people who have symptoms (but not diagnosed with COVID-19) is 10 days or until symptoms resolve, whichever is longer.

# Appendix - B

## COVID-19 Cases in School

The following guide summarizes the practices, procedures, roles and expectations in the event of cases of COVID-19 in a school. The complete guide can be viewed in the Alberta Government's [COVID-19 IN SCHOOL \(K-12\) Setting: A resource guide for schools before, during, and after a COVID-19 outbreak.](#)

### **Standard Practice: If there are NO CASES in a school**

Schools continue health and safety measures including class cohorting, physical distancing, mask wearing for students in grades 4-12, and daily health checks at home of students and staff.

### **Symptomatic Individual(s): NO CONFIRMED CASES, but one or more people with symptoms**

Symptomatic students will be isolated from others, and parents called to pick up the symptomatic student. If staff are symptomatic, they would immediately leave to isolate at home. **Symptomatic students or staff should complete the [AHS Online COVID-19 Self-Assessment Tool](#) to see if a test is required.** Isolation of 10 days is required or when symptoms resolve, whichever is longer.

### **Alert: If there is ONE (1) confirmed case in a school (with or without symptoms)**

The school will be put on Alert Status by Alberta Health Services. Schools will be in contact with the Division office to notify of a confirmed case. Record keeping will be shared with AHS to ensure contact tracing. **If required, an Alert message will be shared to inform school parents/guardians of one case in the school and actions being taken, while protecting the identity and privacy of the individual.** Continued learning will be supported for students in self-isolation. The individual with the confirmed case of COVID-19 will self-isolate according to Alberta Health Isolation Guidelines.

### **Outbreak: If there are TWO (2) OR MORE confirmed cases in your school setting (staff/child) within a 14 day period (one incubation period) OR two or more confirmed cases (staff/child) that are epidemiologically linked**

Schools and the school district are to work collaboratively with AHS Public Health under the authority of the Zone Medical Officer of Health/designate in order to manage their outbreak status and adhere to any recommendations or orders provided by the Medical Officer of Health/designate. This includes: contact tracing, communication to parents/guardians informing of a school outbreak and actions being taken, while protecting individual information and privacy. Individuals with the confirmed case of COVID-19 will self-isolate according to Alberta Health Isolation Guidelines. Schools will be in contact with the Division office to notify of confirmed case(s). **Decisions on the need for alternate instructional delivery plans or school closures will be made by the Government in conjunction with local officials.**

### **Public Reporting: If there are FIVE (5) OR MORE confirmed cases in the outbreak at your school setting, the outbreak at your school will be publicly reported on the Alberta Health outbreak website**

Schools, school districts and AHS will continue with all roles and responsibilities under Outbreak. Public health measures for outbreak management are at the discretion of the Zone MOH; **decisions on the need for alternate instructional delivery plans or school closures will be made by the Government in conjunction with local officials.** The Zone MOH may make recommendations or provide orders to effectively control the outbreak. These recommendations will be based on the number of active COVID-19 cases in the school and the risk of ongoing transmission, as determined by the public health investigation. Schools will be in contact with the Division office to notify of confirmed case(s). AHS can answer applicable questions from parents/guardians, the school or other partners involved in the outbreak. Public or media questions should be redirected to Alberta Health at this time.