



Stavely School Re-Entry Plan 2020-2021

August 7, 2020

Scenario 1: In School Learning – near normal operations with additional health measures.



Livingstone Range
SCHOOL DIVISION

TABLE OF CONTENTS

1. EVERY STUDENT, EVERY DAY	3
2. STAVELY SCHOOL PRIORITIES	3
3. SCREENING	4
4. ILLNESS AT SCHOOL	5
5. RETURNING TO SCHOOL	6
6. PPE's	6
7. BREAKFAST PROGRAM AND HOT LUNCHES	7
Eating Time	7
8. STUDENT MOVEMENT IN THE BUILDING	7
9. DROP-OFF, RECESS AND END-OF-THE-DAY DISMISSAL	7
10. PHYSICAL EDUCATION	9
11. MUSIC AND DRAMA	10
12. CENTERS & SHARED MATERIALS – KINDERGARTEN	10
13. WASHROOMS	11
14. WATER FOUNTAINS	11
15. PLAYGROUNDS	11
16. TRANSPORTATION ON BUSES	12
17. PROTECTING MENTAL HEALTH	13
18. INFECTION PREVENTION AND EXPOSURE CONTROL MEASURES	13
19. CLEANING AND DISINFECTING MEASURES	14
Cleaning and Disinfection	14
Additional Requirements	15
20. CLEANING PROCEDURES FOR COMPUTERS	16
21. WHAT CAN YOU DO TO HELP?	16



Stavely School Calendar 2020 - 2021 Stavely School Calendar



Approved by the Board of Trustees February 10, 2020

August 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	2	3	4	5	6	7
						1 / 8
	9	10	11	12	13	14
	16	17	18	19	20	21
	23	PD 24	PD 25	PD 26	DD 27	Meet 'n Greet 28
	30	PD 31				

Aug 24 - ONLY New Teacher
Aug 25, 26, 28, 31 Staff Plan Collab Days
Aug 27 - Divisional Day
Aug 28 - Tentative Meet 'n Greet 12 p.m. - 1 p.m.

September 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1st Day of School 1	2	3	4	5
	6	SH 7	8	K 1st Day 9	10	11
	13	14	15	16	17	SD 18
	20	21	22	Breakfast TF Run 23	24	PD 25
	27	28	29	30		

Sep 1 - First Day of School
Sep 7 - Labour Day
Sep 18 - Stavely Day
Sep 23 - Welcome Back Breakfast & Terry Fox Run
Sep 25 - Staff Planning Collab Day

October 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
	4	5	6	7	8	ISC 9
	11	SH 12	13	14	15	16
	18	19	20	21	22	SD 23
	25	26	27	28	29	RC1 30
						31

Oct 9 - Interschool Collab Day
Oct 12 - Thanksgiving Day
Oct 23 - Stavely Day
Oct 30 - Report Card 1

November 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	SLC 4	SLC 5	6
	8	9	10	SH 11	PD 12	ISC 13
	15	16	17	18	19	20
	22	23	24	25	26	SD 27
	29	30				

Nov 4 - 5 - Student Led Conferences
Nov 11 - Remembrance Day
Nov 13 - Interschool Collab day
Nov 27 - Stavely Day
Nov 28 - Staff Planning Collab day

December 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
	6	7	8	9	10	11
	13	14	15	16	CC 17	SD 18
	20	21	22	23	24	25
	27	28	29	30	31	

Dec 17 - Christmas Concert
Dec 18 - Stavely Day
Dec 21 - Jan 1 Christmas Break

January 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
	3	4	5	6	7	8
	10	11	12	13	14	SD 15
	17	18	19	20	21	K Friday 22
	24	25	26	27	28	PD 29
						30

Jan 4 - Return to School
Jan 15 - Stavely Day
Jan 22 - 1st Friday for Ks
Jan 28 - Last Day of 1st Semester
Jan 29 - Staff Planning Collab day

February 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	31	1	2	3	4	5
		7	8	9	10	11
	14	SH 15	DIL 16	DIL 17	TC 18	TC 19
	21	22	23	24	25	26
	28					

Feb 12 - Stavely Day
Feb 15 - Family Day
Feb 16 & 17 - Days in lieu P/T Interviews
Feb 18 & 19 - Teacher Convention

March 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	SD 5
	7	8	9	10	11	RC 2 12
	14	15	16	COL 17	COL 18	ISC 19
	21	22	23	24	25	26
	28	29	30	31		

Mar 5 - Stavely Day
Mar 12 - Report Card 2
Mar 17 - 18 Celebration of Learning
Mar 19 - Interschool Collab Day

April 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
	4	SH 5	6	7	8	9
	11	12	13	14	15	16
	18	19	20	21	22	23
	25	26	27	28	29	SD 30
						1

Apr 2 - Good Friday
Apr 5 - Easter Monday
Apr 6-9 - Easter Break
Apr 30 - Stavely Day

May 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	2	3	4	5	6	7
	9	10	11	ELA 12 PAT-A	13	14
	16	17	18	19	20	PD 21
	23	SH 24	25	26	27	28
	30	31				

May 12 - ELA Part A Exam
May 21 - PD Day
May 24 - Victoria Day

June 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
	6	7	8	9	10	11
	13	ELA 14 PAT-B	MATH 15 PAT-B	SS 16 PAT-B	SCI 17 PAT-B	RC3 18 Last Day
	20	SD 21 NAD	SD 22	SD 23	SD 24	SD 25
	27	28	29	30		

June 14 - ELA PAT
June 15 - MATH PAT
June 16 - SS PAT
June 17 - SCI PAT
June 18 - Report Card 3
June 18 - Last Day of School
June 21 - 25 - Stavely Days

Legend for Symbols	
DIL	Days in lieu P/T Interviews
SH	Stat holidays, Christmas Break, Easter Break
TC	Teachers Convention
PD	Staff planning, collaboration day
ISC	Interschool collaboration day
DD	Divisional Day
SD	Stavely Day
PAT-A	Gr. 6 PAT Exams Part A & B
NAD	National Aboriginal Day
	Special Day, Report Cards, Student Led Conferences etc.

1. EVERY STUDENT, EVERY DAY

Livingstone Range School Division is committed to ensuring that our schools are safe places for students and staff. This document outlines Stavely School's coordinated response and safety measures to reduce the risk of transmission of respiratory illnesses, including COVID-19.

Please refer to [LRSD Re-Entry Document](#) for extensive information and embedded links. This document is meant to highlight important information for ALL STAKEHOLDERS specific to Stavely School.

The COVID-19 pandemic has presented quickly changing scenarios for which we must prepare and be adaptable. While this document is our best plan with the current information and conditions, **it is subject to change** as the pandemic situation evolves.

Supporting the return to in-school classes will take the collective support of our Board of Trustees, Division Administration, school administrators, teachers, staff, students, and parents/guardians. Working with the provincial government and Alberta Health Services (AHS), we will work to ensure adherence to public health measures.

The return to in-school learning is not without risk of infection transmission. By bringing many people together in a closed setting, such as a school, it is expected that cases and even outbreaks of COVID-19 will occur in some locations within Alberta. Public health officials will be monitoring the situation closely and are ready to respond quickly to cases of COVID-19 in a school.

2. STAVELY SCHOOL PRIORITIES

The Alberta Ministry of Education's school re-entry plan for the Early Childhood Services (ECS) to Grade 12 (ECS-12) education system for the 2020-2021 school year is part of the Alberta government's relaunch strategy that was announced on April 30, 2020. The [Alberta Education 2020-21 School Re-Entry Plan](#) - released on June 10, 2020 - and its updates will guide the preparations, decisions, and actions of Livingstone Range School Division and Stavely School.

The following principles form the basis for Stavely School Re-Entry Plan:

1. The safety of children, students, and staff comes first.
2. Student learning continues.
3. School authorities have flexibility to do what is best for our community.

For activity planning, Stavelly School Staff will ask themselves the following questions to determine the risk of the activities and whether they should proceed:

1. Does the activity involve shared surfaces or objects frequently touched by hands?
2. Can an activity be modified to increase opportunities for physical distancing?
3. Can the activity be carried out successfully outside, if possible?
4. What is the frequency/possibility to clean high touch surfaces (electronic devices, instruments, equipment, toys)?

To the greatest extent that is reasonably possible, Stavelly School has developed procedures and plans that support physical distancing and separate cohorts.

Stavelly School Cohorts:

- Kindergarten
- Grade 1/2
- Grade 3/4
- Grade 5/6

TO ALIGN WITH PHYSICAL DISTANCING, FIELD TRIPS AND ACTIVITIES REQUIRING GROUP TRANSPORTATION ARE POSTPONED AT THIS TIME. WE WILL BE ENJOYING PLACE-BASED EDUCATION WITH WEATHER-DEPENDENT TRIPS AROUND STAVELY.

Lessons will occur outside whenever possible. Please dress and equip your children with clothes, hats, sunscreen etc. so they can enjoy their learning outside for social distancing as well as place-based education.

3. SCREENING

Before leaving home EVERY SCHOOL DAY, staff, children/students and potential visitors who will access the school for work or education, must self-screen for symptoms using the [Alberta Health Daily Checklist](#). Students are required to complete the Daily Screen Questionnaire but a copy does not need to be provided to the school. **Should anyone**

answer 'yes' to any of the daily health check questions, they are prohibited from entering the school. Your child will stay home from school. Please contact AHS for further instructions.

4. ILLNESS AT SCHOOL

Within normal educational settings, students and staff will often have influenza or other respiratory viruses with symptoms similar to COVID-19. **For this reason, all students and staff who are ill with fever or infectious respiratory symptoms of any kind need to stay home and be assessed by their health care provider and tested for COVID-19.**

If a student shows symptoms at school:

1. The student will be Immediately isolated from others. Stavelly School Isolation Room #1 is the Conference Room and Isolation Room #2 is the Counsellor Room.
 2. The student/staff member will be asked to wear a mask if able to do so safely.
 3. Notify the Principal.
 4. Notify guardians/parents so the student can be picked up immediately. If parents are not available to pick up their child, their emergency contact will be notified.
PLEASE ENSURE ALL UP-TO-DATE DEMOGRAPHIC INFORMATION IS PROVIDED TO THE OFFICE.
 5. Clean and disinfect all surfaces that may have come into contact with the symptomatic student.
- The zone medical officer of health will work with school authorities to quickly:
 - identify cases
 - identify close contacts
 - create isolation measures when needed
 - The zone medical officer of health will work with school authorities to provide follow-up recommendations.
 - 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 stay home for 14 days.
 - **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.**
 - Each school authority will support students and staff to learn or work at home if they are required to self-isolate.

In the event that a student becomes ill while on the bus:

1. The symptomatic student will be provided a mask to wear for the duration of the bus ride.
2. Upon arrival at school, the child will be brought to the available Isolation Room.
3. Notify the Principal.
4. Notify the parents/guardians so the student can be picked up.
5. Clean and disinfect all surfaces that may have come into contact with the symptomatic student.

5. RETURNING TO SCHOOL

A student showing COVID-19 symptoms who has allergies or other pre-existing medical conditions that cause similar symptoms should get at least one negative COVID-19 test result before returning to school. These symptoms would be their baseline health status. The student can attend school as long as they stay the same.

If your child is tested for COVID-19 and is cleared to return to school, please inform us of the negative test results. Currently, you do not need to provide evidence of the test result but we do need to know that it is safe to return.

6. PPE's

All students will receive 2 reusable masks. All grade 4-6 students must wear a mask and is encouraged for grade K-3 students, particularly if they cannot social distance. Students must wear a mask on the bus to and from school, as well as in common area, hallways and gathering areas. Masks may be removed in the classroom when students are seated, facing the front of the room. Teachers may ask students to wear masks when students cannot social distance. Masks must be worn when students are moving around in the classroom or in situations where they may be facing each other. Teachers will review and encourage appropriate protocols for safe mask usages often. Students unwilling to wear a mask will need to go home.

Grade 3 students will be asked to wear masks as well because of the combined Grade $\frac{3}{4}$ classroom.

Exemptions will be made for students and staff who are unable to wear a mask due to medical or other needs.

Mrs. Cyr's desk and the kitchen will be provided temporary plexiglass screens.

All classrooms will have a supply to temporary use masks, hand sanitizer and teachers will be supplied with a face shield and mask.

7. BREAKFAST PROGRAM AND HOT LUNCHES

Mrs. Biever's Breakfast Program is permitted but the breakfast items will be pre-packaged in individual bags and all food handling protocols from AHS will be followed including wearing of gloves and masks. Students are not permitted to participate in preparation or distribution of any breakfast or lunch programs.

PAC hot lunch program will be discussed at our first PAC meeting, which all parents are welcome to, as always.

Microwaves are not available for student use at this time unless a class has received approval from the administrator.

Eating Time

- All students will wash hands before and after eating.
- Classes shall eat together in their classrooms at their desks.
- There will be no sharing of food, cutlery or condiments.

8. STUDENT MOVEMENT IN THE BUILDING

Signs have been made and students will be briefed on social distancing and staying to the right of the hallways, a 'pool-noodle' distant away from the next person. Posters are also displayed in the building to remind students, staff and visitors of social distancing protocol.

9. DROP-OFF, RECESS AND END-OF-THE-DAY DISMISSAL

Physical distancing of 2 meters must be maintained at arrival between all persons (except household members). Parents must remain outside of the school to drop off their children

UNLESS YOU HAVE MADE AN APPOINTMENT WITH THE SCHOOL. We are also more than happy to meet you outside to assist with any needs you may have. Please remember, we are doing this to keep our students safe, but we are always available for all of your needs and/or questions.

- Students with a surname beginning between A - M - drop-off at 8:15 a.m.
- Students with a surname beginning between N - Z - drop-off at 8:20 a.m.

Students will sanitize their hands and then go directly to their classroom. Students can then place their backpacks and coats at their appointed chair or area (depending on their class), talk to their teacher about breakfast program and remain at their desk until classes begin.

Drop Off Locations:

- Northwest Boot Room (1) = Kindergarten and Grade 5/6 Students
- Southeast Boot Room (2) = Grade 1/2 and Grade 3/4 Students
- Students with a surname beginning between A - M - drop-off at 8:15 a.m. at their designated drop-off location (as per cohort).
- Students with a surname beginning between N - Z - drop-off at 8:20 a.m. at their designated drop-off location (as per cohort).

Northwest Bootroom (1) = Kindergarten and Grade 5/6

Southeast Bootroom (2) = Grade 1/2 and Grade 3/4

Class	Begin Recess 1	End Recess 1	Begin Recess 2	End Recess 2	Begin Recess 3	End Recess 3	End of Day
K	9:55 a.m.	10:00 a.m.	11:40 a.m.	12:00 p.m.	2:00 p.m.	2:15 p.m.	3:35 p.m.
1/2	9:55 a.m.	10:00 a.m.	11:40 a.m.	12:00 p.m.	2:00 p.m.	2:15 p.m.	3:35 p.m.
3/4	10:00 a.m.	10:15 a.m.	11:45 a.m.	12:05 p.m.	2:05 p.m.	2:20 p.m.	3:40 p.m.
5/6	10:00 a.m.	10:15 a.m.	11:45 a.m.	12:05 p.m.	2:05 p.m.	2:20 p.m.	3:40 p.m.

- Staff and students will wash/sanitize their hands before leaving the school.
- Students will social distance while they wait for pick-up or while boarding the bus.
- Students walking should be directed to leave for home immediately.

Additional Notes:

- Parents are asked to kindly drop off their child/children off between identified times. Parents should not be dropping off children earlier or later than this drop off window. Parents/guardians should only enter the school with prior approval.
- It is expected that when students arrive at school, they have completed their screening check with parents before attending school.
- If a student displays symptom they would remain in the isolation room until the parent or emergency contact is able to pick them up.
- Ms. Watson will be on supervision and will have the duty to re-evaluate students as necessary and make the final call as to whether or not the student would be able to attend school if there are any concerns about symptoms.
- Students are to store their personal items at their assigned desks.
 - Coats/backpacks will be on the back of students' chairs.
 - Masks will be stored in a Ziploc bag which is taped to their desk.
 - Belongings will be in clear cubbies under their desks.
 - Inside shoes will remain on their chairs when they are not at school.
 - Name tags will be placed on boot shelves.

Note: Students who are late shall report to the main doors for entry. Parents will be required to contact the school ahead of time to ensure staff member is there to meet them.

10. PHYSICAL EDUCATION

- If possible, students will participate in PE activities outside as the risk of transmission is reduced.
- Hallway traffic will be monitored to ensure that each cohort can walk outside maintaining social distancing protocol without wearing a mask (to reduce chances of cross-contamination of masks or losing masks once we arrive outside).
- We will follow the [Guidance for Sport, Physical Activity and Recreation, Stage 2](#) as relaunch progresses.
- Use of shared items or sports equipment will be discouraged. Equipment that must be shared should be cleaned and disinfected before and after each use, or users should perform hand hygiene before and after each use.
- Activities that encourage contact will be avoided.

11. MUSIC AND DRAMA

- Practice, rehearsals, and instruction of dance, music and drama programs may proceed as long as the [Guidance for Music, Dance and Theatre](#) is followed. **Music, dance and drama performances are suspended at this time.**

12. CENTERS & SHARED MATERIALS – KINDERGARTEN

We will be adhering [The Alberta Government's COVID-19 Guidance for Preschools](#) recommendations for our Kindergarten classroom, specifically referring to shared spaces and items.

- Shared spaces, structures and toys that cannot be cleaned and disinfected between cohorts will not be used.
- If indoor play structures are to be used by more than one group, the structures can only be used by one cohort at a time and must be cleaned and disinfected before and after use by each cohort.
- We will follow physical distancing practices when possible.
- There should be no non-essential visitors at the program. Parents or guardians are able to enter the program when needed, but should minimize the time spent there and stay two meters away from staff and other children at all times.
- Parents and children must not enter the preschool space if they have COVID symptoms.
- For reference, normal temperatures are:
 - Mouth: 35.5-37.5°C (95.9-99.5°F)
 - Underarm: 36.5-37.5°C (97.7-99.5°F)
 - Ear (not recommended in infants): 35.8-38.0°C (96.4-100.4°F) .
- Cleaning and disinfecting of toys should be done by:
 - Wash with detergent and water
 - Rinse with clean warm water
 - Wipe, spray or immerse for 2 minutes in an approved disinfectant
 - Air dry
- Discontinue shared use of items that cannot be cleaned and disinfected (natural materials such as acorns, sticks, cardboard etc.).
- Close all shared sensory tables including water tables, sand tables, shared play dough.

- Individual sensory bins or activities that are not shared between children may be used (play dough labelled for individual child use, small individual water bowl with sensory activities).
- Items such as books and puzzles that cannot be fully cleaned and disinfected will not be used unless the items can be assigned to a set cohort.
- Regarding items that travel with the child from home to the preschool on a daily or regular basis:
 - Children bringing in non-essential personal items will be discouraged.
 - Equipment that is required for children's day-to-day use (e.g., weighted blankets, headphones) should be cleaned and disinfected at drop off and pick up, and should not be used by anyone other than the child.

13. WASHROOMS

- Reduce occupancy to ensure physical distancing if needed. Maximum occupancy = 3 people.
- Sanitizing faucets, stall doors, toilet handles, paper towel dispensers, etc shall occur often.
- Garbage will be emptied regularly.
- Adequate supply of soap and paper towels will be provided.
- Proper handwashing signs will be posted.

14. WATER FOUNTAINS

- Water Fountains will remain open.
- Water fountain knobs and push buttons are considered high touch surfaces, and must be regularly cleaned and disinfected.
- Consideration should be given to having students fill water bottles rather than having them drink directly from the mouthpiece of a fountain.
- **Kindergarten and Grade 1/2 students can use their classroom sink to refill water bottles.**

15. PLAYGROUNDS

- Playgrounds can remain open as long as the Alberta [Guidance for Playgrounds](#) is followed.

- Students will sanitize/wash up prior to and after recess.

16. TRANSPORTATION ON BUSES

- Students should not enter the bus if they have symptoms of COVID-19.
- The driver will be provided with a protective zone, which may include:
 - 2 metre physical distance;
 - Physical barrier;
 - Non-medical mask or face shield with special consideration to ensure their visibility is not compromised.
- Students will be assigned seats and a record of this seating plan should be kept in order to assist with contact tracing in the case of a student being a case of COVID-19. Students who live in the same household should be seated together. The assignments should be arranged to provide the most physical distancing possible (ex. alternating rows, if only 1 student on a seat they are instructed to sit by the window)
- Students in Grades 4-12 must wear masks while on the bus; masks on the bus are optional for Kindergarten-Grade 3 students but encouraged.
- If a child becomes symptomatic during the bus trip, a mask may be made available. The driver will contact the school or parent (once the bus has stopped) to make the appropriate arrangements to pick up the child/student.
- Increase frequency of cleaning and disinfection of high-touch surfaces, such as door handles, seats and backs, window areas, and rails after each use.
 - Buses used for transporting students should be cleaned and disinfected in accordance with Alberta Health Services' [COVID-19 Public Health Recommendations for Environmental Cleaning of Public Facilities](#) document and the Government of Canada's [Cleaning and Disinfecting Public Spaces During COVID-19](#) document.
- Garbage shall be removed each day.
- Vehicle cleaning logs will be kept.
- If bus transportation is not available or if parents that are concerned with school bus transportation, they are encouraged to transport their child/children in their private vehicle.

17. PROTECTING MENTAL HEALTH

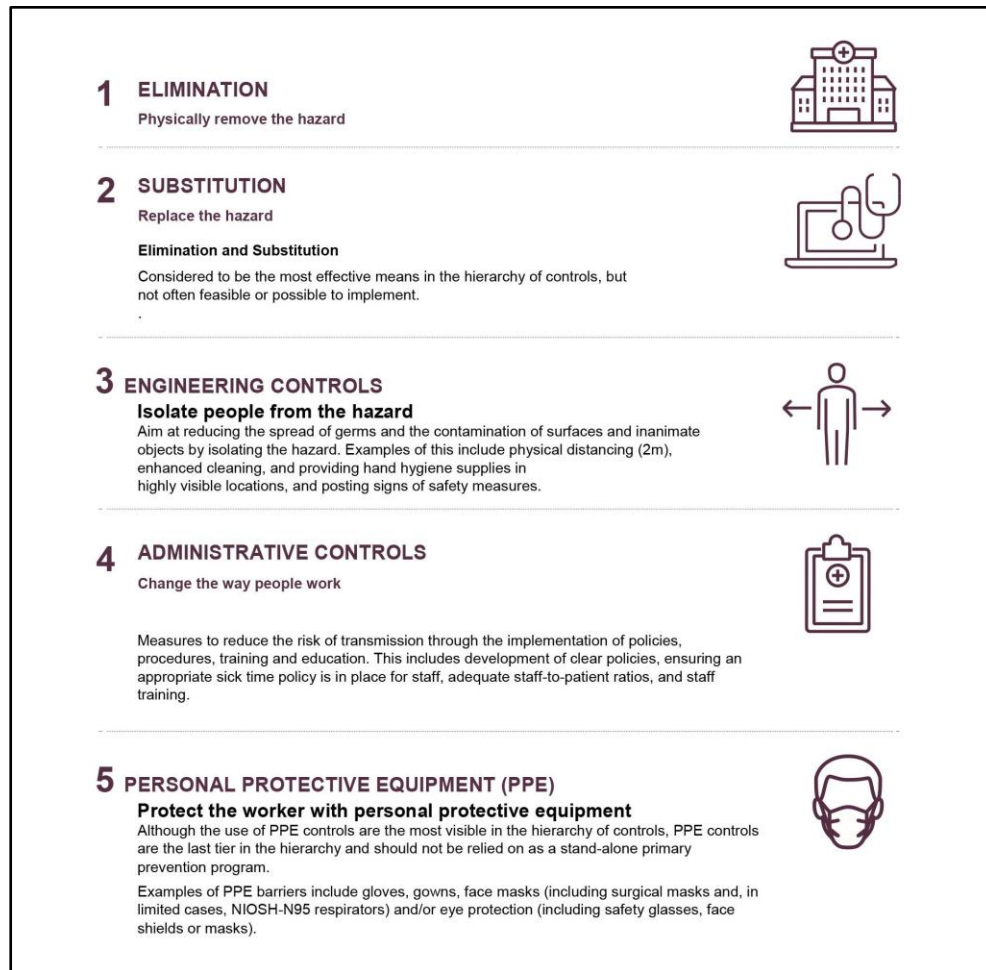
Staff and students may be affected by the anxiety and uncertainty created by the COVID-19 outbreak. It's important to remember that mental health is just as important as physical health, and to take measures to support mental well-being. Here are some resources that can assist with maintaining mental health during this time.

- [Alberta Health Services - Help in Tough Times](#)
- [Alberta Health Services - COVID-19 and Your Mental Health](#)
- Mental Health Help Line - 1-877-303-2642
- [MyHealth.Alberta.ca - important phone numbers](#)
- Alberta Community Resources - Call 211
- [LRSD's Resources for Parents During COVID-19 School Closure](#)

Livingstone Range School Division's Family School Liaison Counsellors are available to students virtually during class cancellations and will be available virtually and in person for the 2020-2021 school year. Staff have access to support through the Employee and Family Assistance Program (Homewood Health). Contact information is 1-800-663-1142 or www.homewoodhealth.com

18. INFECTION PREVENTION AND EXPOSURE CONTROL MEASURES

Infection prevention and exposure control measures help create a safe environment for students and staff. The Alberta government's Hierarchy of Control: Infection Prevention and Control Measures to Reduce Risk of Transmission image below describes measures that can be taken to reduce the transmission of COVID-19. By implementing a combination of measures at each level, LRSD is taking steps to substantially reduce risks for students and staff.



Source: <https://www.alberta.ca/assets/documents/covid-19-workplace-guidance-for-business-owners.pdf>

19. CLEANING AND DISINFECTING MEASURES

Cleaning and Disinfection

Regular cleaning and disinfection are essential to preventing the transmission of COVID-19 from contaminated objects and surfaces. Livingstone Range School Division and staff all have a joint shared responsibility to ensure our work areas are safe.

Schools should be cleaned and disinfected in accordance with Alberta Health Services' [COVID-19 Public Health Recommendations for Environmental Cleaning of Public Facilities](#) document and the Government of Canada's [Cleaning and Disinfecting Public Spaces During COVID-19](#) document.

This includes, but not limited to:

- Regular general cleaning and disinfecting of the premises shall occur.
- Frequently-touched shared surfaces shall be cleaned and disinfected multiple times during the day (e.g. doorknobs, light switches, toilet and faucet handles, tables, desks, chairs, electronic devices, water fountain buttons, keyboards and photocopier pads, handrails, shared phones, and other shared items).
- Clean and disinfect any surface that is visibly dirty.
- LRSD will be using disinfectants proven to be effective on Coronavirus'.
- Remove items that are not easily cleaned; if possible (e.g. fabric or soft items).
- Empty garbage containers daily.
- Removing or restricting shared items such as toys, pencils, crayons, and manipulatives. Where shared items are used they must be cleaned and disinfected prior to use by another individual.
- All students are encouraged to have their own supplies.
- Wear disposable gloves when cleaning blood or body fluids (e.g. runny nose, vomit, stool, urine).
- Wash hands before wearing and after removing gloves.
- Washrooms shall be cleaned and disinfected as necessary keeping in line with cleaning of high touch surface areas.
- If a staff member or student becomes ill at school, all items that were touched/used must be cleaned and disinfected as soon as they have left the site. Items that cannot be cleaned and disinfected (e.g. paper, books, cardboard puzzles) should be removed from the classroom and stored in a sealed container for a minimum of 10 days.

Staff who wish to enhance this level of cleaning/disinfecting are encouraged to use the designated disinfectant as trained.

Additional Requirements

Plan to reduce the risk of transmission:

- Buttons on water fountains will be disinfected often. Students are encouraged to bring their own water bottles.
- Provision of cleaning and disinfecting products for common devices and materials used for the delivery of education (e.g. photocopiers, supply rooms, etc.).

- Post signage on self-isolating if symptoms, physical distancing, hand washing, and proper respiratory etiquette.
- No sharing of food between students or staff shall occur.
- Providing alcohol-based hand sanitizer with a minimum of 60% alcohol at locations where hand washing is not available.
- Until further notice, outside organizations will not be allowed to use sites after hours or weekends.
- Area rugs and soft furnishings that cannot be easily cleaned and disinfected will be removed. Increased frequency of cleaning of permanent carpets will occur.

20. CLEANING PROCEDURES FOR COMPUTERS

Each student at Stavely School will use their designated device only. Thank you to the Stavely Education Foundation and Stavely PAC for providing financial assistance allowing our students 1:1 device ratio in our school.

To clean and sanitize Chromebooks, laptops, all-in-one desktop computers, and monitors, please use the designated disinfectant.

21. WHAT CAN YOU DO TO HELP?

Thank you for taking time to read this document. By ensuring you are up-to-date with expectations and procedures, it will help ensure the safety of our students and staff. Please make sure that you:

- ✓ Provide the school with up-to-date contact information immediately.
- ✓ Provide the school with up-to-date medical information of your child.
- ✓ Contact the school if there are any changes in your information, your child's health etc.
- ✓ **DO THE SELF-SCREEN EVERY SINGLE DAY.**
- ✓ Follow all AHS recommendations.
- ✓ **Have a back-up plan for if your child exhibits symptoms at school or may be sent home from school and you are at work. Discuss that plan with your child ahead of time so they are not worried or afraid.** It may help to review this plan frequently with your child. Feel free to let your child's classroom teacher know of the plan so they can help remind your child what the next steps are.
- ✓ Discuss the changes your child will see at school with them ahead of time.

- ✓ Practice wearing a mask.
- ✓ Practice hand-washing and sanitizing.
- ✓ Remind your child of social distancing.

Please do not hesitate to call the school if you have questions.