



# PLAN DE RELANCE POUR LE RETOUR EN CLASSE 2020-2021 DU CSCN



[centrenord.ab.ca](http://centrenord.ab.ca)

Dear families,

On 21 July, the province announced that students will be returning to school under the directives in Scenario 1 of the government re-entry plan that was made public in June. These directives are the starting point for the CSCN's own re-entry plan, which we are sharing with you now.

The first part of this plan contains general information about various aspects of going back to class in our 19 schools. Please take the time to read the information about returning to class.

In the second part of the plan, individual schools will contact you with details of operations during the pandemic that are specific to your school.

We remind you that the situation we are in is constantly evolving. We may need to make changes to our re-entry plan so that it conforms to the demands of the ministries of health and education, but we will be sure to offer safe and welcoming spaces for all of our students and staff. Our approach to returning to class under the present circumstances will have to be flexible and fluid. We hope that you find this information useful.

Information in this document is correct at the time of publication. Updates and the most recent information can be found on the CSCN's web site at this address <https://centrenord.ab.ca/parents/covid-19>.

If you have questions, please contact us at this e-mail address: [covid19@centrenord.ab.ca](mailto:covid19@centrenord.ab.ca).

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## CSCN RE-ENTRY PLAN: RISK REDUCTION MEASURES BY ORDER OF PRIORITY

CSCN schools are all unique and re-entry plans will vary from one school to another. The CSCN's re-entry plan prioritizes the following:

### 1. **Frequent, documented cleaning and hygiene inside buildings.**

Measures include a strict approach to disinfection, which will apply to all schools. In addition to regular surface cleaning, we are recommending personal hygiene such as handwashing and sanitizing solution. A daily, self-evaluated health questionnaire for all persons present at the school will be available to students and staff.

### 2. **Grouping students into cohorts**

A cohort is defined as a group of students (and teachers) that stay together. The size of the cohort depends on the physical space in the classroom or other learning environment.

As far as reasonably possible, students will be organized into cohorts from the moment they leave for school in the morning and remain in the same group inside the school. This is going to present major challenges to programming. While CSCN schools will make core subjects their priority, other study programs will be integrated.

### 3. **Respecting physical distancing protocols as much as possible**

Two metres between individuals is suggested to reduce the spread of the virus. In the majority of CSCN classrooms, it will be possible to position students' desks in a way that respects the two-metre separation. In certain schools and on buses, however, it will not be practical to do this if we wish to offer a program that is as complete as possible.

### 4. **Increased use of personal protective equipment when social distancing is not possible**

Wearing PPE such as masks and visors will be permitted for all staff members who work with students. For individuals who are called in to work with students with special needs and for whom proximity is unavoidable, protective equipment may be issued. Parents of these students will be informed in advance.

## DAILY SELF-EVALUATION PRACTICES

### What is self-evaluation?

Parents and guardians must evaluate the health of their children daily, looking for symptoms of colds, flu, COVID-19, or any other respiratory illness by carrying out the daily health assessment **before** sending their children to school.

Parents who need to enter the school must also perform a self-evaluation **before** arriving at school.

School staff must also perform this self-evaluation before coming to work.

The daily screening questionnaire is available [here](#). It is not necessary to send the completed form along with your child, but this daily check will be an important factor in the success of the CSCN's re-entry plan.

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### Can I send my child to school if he or she has symptoms?

No. We are asking everyone who presents symptoms to stay at home, get advice (by calling HealthLink 811 or their family doctor, or 911 in case of emergency) and complete the AHS [Online Self-Assessment](#) to determine whether they should be tested.

### What do I do if my child has allergies or a pre-existing medical condition?

Schools must keep a register of students' known pre-existing conditions. If a student develops symptoms that could be caused by COVID-19 or by a known pre-existing condition (e.g. allergies), the student should be tested for COVID-19 to confirm that the virus is not the cause of the symptoms before attending school or before returning to school. The student must obtain at least one negative test for COVID-19 before returning to school.

### What happens if my child develops symptoms while at school?

Students showing signs of illness must be confined to a designated place within the school. Parents/guardians must be informed and advised to come and get their child **within one hour of notification**.

If parents/guardians are unable to collect their child, they must designate an emergency contact so that their child may leave school as soon as possible.

If a student shows symptoms at school, it is expected that he or she will be taken into the care of family or the emergency contact.

Staying at home when symptoms are present is one way to contain the spread of coronavirus. According to the Alberta government's pandemic response, it is a responsibility that every family must accept.



## WE ALL HAVE A ROLE TO PLAY IN PREVENTING THE SPREAD OF CORONAVIRUS

1. Check for symptoms every day
2. Keep children at home if they have symptoms
3. Get children tested at authorized clinics
4. Children come back to school when it is safe to do so

### What happens to a student who shows symptoms at school?

- The student will go to the designated place.
- If the student needs close contact or care, staff may continue to care for the student until a parent or guardian comes to collect him or her.
- The student and the staff must be wearing personal protective equipment (e.g. a mask) and any close contact with the student that might put the staff member in contact with the student's respiratory secretions must be avoided.
- If close contact is needed and it involves a young child, the staff member who is taking care of the child will have access to personal protective equipment such as a visor, gloves or mask as well as protective clothing.
- Everything that the student has touched or used when he or she is isolated must be cleaned and disinfected as soon as the child leaves the school. Articles that cannot be cleaned or disinfected (e.g. paper, books, puzzle pieces) must be removed from the classroom and kept in a sealed container for at least 10 days.

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### When can my child come back to school if he or she shows symptoms?

- If a student develops symptoms that could be caused by COVID-19 or by a known pre-existing condition (e.g. allergies), the student should be tested for COVID-19 to confirm that the virus is not the cause of the symptoms before being able returning to school. The health ministry's directives will apply.

### What happens if there are confirmed cases of COVID-19 in a school?

If cases of COVID-19 are identified in the school environment, regional health authorities will manage the situation, working directly with the school board and the school administration. Regional health authorities will provide follow-up guidelines and messages for staff, parents/guardians, and students.

In the case of an outbreak in a school or in a class, in-person teaching may be suspended while the regional health authority carries out its investigation.

The decision to send home a cohort/class or to close a school will be taken by the regional health authority. If that should happen the school will try to limit interruptions to learning as much as possible.

### How can I prepare my child for returning to school during a pandemic?

We are counting on the support of parents during this time. Before your child returns to class, it is important for you to have a family discussion and review your preventive hygiene measures. The protocol contains sanitary measures, such as handwashing, which follow the recommendations made by government public health agencies and the education ministry.



Schools will take steps to ensure that children understand the hygiene required during a pandemic.

The Alberta government has prepared the following resources for families:

[Video about return to class during a pandemic](#) (for secondary students in upper and lower cycles)

[Video about return to class during a pandemic](#) (for elementary students)

The Alberta government has created [the following resources](#) for parents.

Will my child fall behind if he or she is at home because of symptoms?

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To meet the needs of students who need to stay at home because they are showing symptoms of the COVID-19 illness or if they are waiting for the results of a COVID-19 test, lessons will be broadcast simultaneously. Lessons will not be recorded, and teachers will not be obliged to prepare different lesson plans for students who need to stay at home for these reasons. Students will be able to watch lessons in core subjects at certain hours of the day. Individual schools will inform families of the details of how this will function.

## SCHOOL ROUTINES DURING THE RE-ENTRY

What will CSCN schools do regarding physical distancing?

Considering the number of students in the building, we will work to minimize risk. However, we cannot always keep a physical separation of two metres between students. This is why it is so important that all persons who exhibit symptoms stay at home, get tested and be confirmed virus-free before returning to school. Distancing is one measure that can be put in place to reduce risks. The CSCN's strategy is based on a combination of measures to ensure children's well-being, including the grouping of students into cohorts, as suggested by the ministry of education.

### *Grouping students into cohorts (bubbles)*

A cohort is defined as a group of students and staff members who stay together. The size of the cohort depends on the physical space in the classroom or other learning environment and the number of students registered. Under Scenario 1, class size will be close to the normal CSCN class size. Activities that bring together several classes will have to be limited as much as possible under this scenario. There will be no large gatherings or class merging.

Moving from room to room will be necessary for the teaching of core subjects in elementary schools. However, the CSCN prefers that teachers move around rather than students.

For secondary students, it is possible that they can change location over the course of the day. If this is the case, steps will be taken to disinfect desks and chairs in between cohorts.

### *Arrival and entry of students*

Parents/guardians must limit the time they spend in the schoolyard when they are dropping off their children. They must avoid the school entrance unless they have a meeting. Students will



be divided into groups (cohorts or bubbles) and they will have points of entry assigned to them to avoid crowding.

The school will create schedules for supervision to ensure students' safety.

The school will prepare a schedule for cohorts entering so that physical distancing is maintained.

Cohorts will use the doors that are assigned to them for entering and physical distancing will be respected when getting off the bus.

All members of staff and students must use hand sanitizer when they enter the school and before entering their classroom.

Once inside the school, students will go directly to their class. Lockers in hallways will not be used.

Students' personal belongings must be placed in a tub that is assigned to each student (provided by the CSCN). Schools will provide details on this subject in their individual re-entry plans.

Schools will inform parents of the times at which they may drop off their children at school if they do not take the bus. Directives will also be sent out to students who walk to school.

#### *Movement of students inside the school*

Inside the school, directional signage in the halls and stairwells will help to reduce physical interaction. Each school will share the procedures and guidelines that will be followed in its building. Procedures will be explained and taught to students when school begins. Timetables will be posted for bathroom use and recess.

#### *Class configuration*

Classrooms will be emptied of all non-essential items to allow for physical distancing and to make the enhanced cleaning routines easier to carry out.

Carpets, fabric, and objects that are not easy to clean will be removed from classrooms.

Desks/tables will be arranged in a way that provides as much space as possible between students. Desks/tables will be arranged in such a way that students are not facing one another. Seats will be assigned and plastic tubs (provided by the CSCN) will be available to students to use in their personal space.

Students will keep school materials with them in their personal space at all times. Each class will keep its own reserve of sanitizing products.

#### *End of the school day*

Parents/guardians must limit the time they spend in the schoolyard when they pick up their children. They must avoid entering the school unless they have a meeting. Staff will make sure that all students use hand sanitizer before leaving at the end of the day.

School will communicate further details in their individual re-entry plan, but students will leave school in an orderly fashion and under the supervision of staff. Cohorts will use the doors that are assigned to them for exiting and physical distancing will be observed while waiting for the bus.

This may mean that schools create and post schedules for the end of classes to avoid crowding and in case of inclement weather. Schedules will not delay bus departure times.

Schools will inform parents of the times that they may come and pick up their children at school if they are not taking the bus.

#### *Shared school spaces*

Students may use libraries, gyms, and other large spaces inside schools if they are not being used for teaching a group.

Training rooms and student lounges will be closed. Training rooms may be used in the context of a physical Education class, under the supervision of a teacher with a cohort. Play structures may be used.

CSCN schools will have a strict protocol concerning visitors to the school. Schools will share details of the protocols that are pertinent to their own school.

Schools that have common dining rooms may use them while respecting physical distancing and sanitizing after each use.

#### *Lunch and snacks*

Students will eat in their classroom or in a place where physical distancing is possible. There will be no sharing of food by staff or students. Students may not share utensils, dishes, water bottles or food containers. Students will need to wash their hands or use sanitizer before and after eating. Students may be asked to help wipe desks or tables used for eating. The use of microwaves is not allowed.

If students get snack time, it will take place in class as usual.

Vending machines will not be operating.

#### *Recess*

At elementary schools, schedules will be created to reduce crowding in entrances and exits and in the schoolyard. Recesses will be structured, and it is likely that some schools will use this time for physical education.

Secondary schools will make all reasonable efforts to ensure that time outdoors is structured so that physical distancing is possible.

Supervisors at elementary and secondary schools will encourage students to practise physical distancing during recess.

#### *Lockers and storage of personal belongings*

Students will not be allowed to use lockers. Their personal belongings will need to be kept in a tub (provided by the CSCN) in their classroom. Students' personal belongings, including school materials, will be kept inside the student's personal space.

#### Will there be visitors to the school?

To minimize risk, volunteers and guests will not be allowed until further notice. Authorized visitors include parents, delivery personnel and CSCN staff. Before a visitor may enter the school, he or she must use the self-evaluation tool posted at the school entrance. If a visitor answers YES to any of the questions, he or she will not be allowed to enter the school. A record of all visitors who spend more than five minutes inside the school will be kept in the school guest register. Parents will be informed of the procedure for having meetings with the school's office staff or teachers. Virtual meetings and telephone calls will be preferred. Please note that in secondary schools, food deliveries by outside agencies will not be allowed inside the school building.

#### Will there be extracurricular activities?

In keeping with the principle of cohorts (bubbles), extracurricular activities will be cancelled for the first few weeks of school. The CSCN will continue to work with its partners and follow the



recommendations made by the authorities responsible, and consider offering extracurricular activities when those authorities decide that it is safe to do so.

Will students be able to use water fountains?

Water fountains may be used for filling water bottles and will be included in the enhanced sanitization routines. Families will be encouraged to provide a reusable water bottle that will stay at school during the week and sent home for cleaning at the weekend.

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Will there be excursions or out-of-school activities?

The CSCN will follow the health ministry's directives and not allow any outings that require transportation in groups. Excursions or outings will be limited to places within walking distance of the school.

Will schools be organizing school trips?

For now, international and national trips are cancelled, as well as travel within the province that requires transportation and accommodations.

Is the school council going to meet?

The CSCN would like to see school councils continue to have virtual meetings. The Annual General Meeting at the start of the year will also be held on line. Schools will provide you with further details.

Will the school still offer a breakfast program, a lunchroom, or vending machines?

Only programs that serve prepackaged food in individual bags will be authorized. Given that volunteers are not going to be allowed into schools for the moment, there will be an impact on certain programs. No hot meals or fundraising from the sale of food or meals will be allowed for the time being. Vending machines will not be available.

Will schools continue to have before and after school programs?

The CSCN is working with its partners to see how the various programs will be able to continue. Parents will be kept informed of the decisions as they are made.



What can students bring to school? Will they be able to bring things home from school?

#### September 4 update

To reduce risk, the transport of materials between home and school will be kept to a minimum. Ideally, only a lunchbox and water bottle and a backpack should be brought from home. The backpack should be small enough to fit inside the student's storage case. It is particularly important to avoid putting objects or toys from home into the student's school bag. These objects may be shared, which increases the risk of contamination. Assignments, homework, etc., will be available on line. Schools will work with families to find solutions that are acceptable to everyone.

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What cleaning and sanitization measures will be taken?

Following the recommendations made by the health ministry, cleaning and sanitizing routines will be increased in all the CSCN's schools. Surfaces that are touched frequently in school buildings will be disinfected at least two times more than normal over the course of the day. These surfaces include, and are not limited to, stairwell handrails, door handles, water stations, water fountains, toilet and sink handles, elevator buttons, thermostats, telephones, computers, etc. Schools will share with you the details of the steps they are taking for cleaning and disinfection. The CSCN will be changing the schedules of custodial workers to ensure that they are present during critical times of the day. Custodial staff will receive training and detailed directives concerning the cleaning and sanitization requirements in our schools.

What about the quality of the air the schools?

The CSCN has taken steps to explore options for improving the efficiency of ventilation systems in its schools. Among other things, we align with your recommendation regarding filters. We have initiated discussions with government authorities to better understand the effectiveness of filters.

How will the first days back at school play out under the circumstances?

Since students and school staff will need to make several adjustments to their regular routine during re-entry, schools may opt for a staggered return to school by students. Each school will provide details of this staggered return, but parents can expect that their children will not be at school every day of the first week of classes. We believe that this staggered start will help students get into the new routines more easily and understand the importance of respecting the new protocols that have been put in place to reduce risk.

What courses will be offered?

Under Scenario 1, the subjects taught will be the same ones as normal. However, priority may be given to core subjects in the early days to give students and staff the time to get used to the new routines in these extraordinary times. Optional courses will go on for as long as it is possible to offer them within the guidelines of the health and education ministries.

CSCN Re-entry Plan - September 4, 2020

Any update to this plan will be highlighted in yellow and republished with the most recent date.



If a school offers music, courses will be altered so that there is no singing, applauding, shouting or use of wind instruments. Since these restrictions are rather limiting, it is possible that music courses may be suspended for the time being.

Whenever possible, physical education should take place outside rather than inside. If physical activities are done in the gym, activities that allow for physical distancing, such as badminton, are preferred. Using shared items or sports equipment is discouraged. If equipment must be shared, such equipment must be cleaned and sanitized before and after each use, and users should practise hand hygiene before and after each use.

What is meant by “quarters” in certain upper cycle secondary schools?

Some of our larger secondary schools (Grades 10 to 12) will move to a calendar divided into quarters instead of semesters. This decision will limit the movement of students in secondary schools who are usually expected to move from one place to another during the day. Dividing the school year into quarters will allow schools to easily pivot from one scenario to another, should that prove necessary. A calendar of quarters means that students will have four sessions in a school year and fewer courses each day. The length of periods will be longer than before, and teachers will adapt their teaching practices to fit the new parameters. In the biggest schools, the calendar will be revised into quarters instead of semesters to optimize the cohort system for Grades 10 to 12. In some schools with students in Grades 7 to 9, trimesters will be replaced by semesters. Each school will provide you with details of their plans.

What is happening with masks and face coverings and PPE?

The ministries of Health and Education have made the wearing of masks compulsory for students in grades 4 to 12. Wearing a mask will be required for personnel in all contexts where physical distance cannot be maintained. Students in grades 4 to 12 will be required to wear the mask in all common and shared spaces such as hallways and buses.

Although the province has indicated that the use of the mask for Kindergarten to Grade 3 students will be optional, CSCN will require the wearing of masks on buses and shared spaces such as hallways and common areas for all students, including those in Kindergarten to Grade 3.

For the moment, masks will also be worn during recess since students will be in a shared space before exiting and upon entering school.

Wearing PPE such as visors will be permitted, but not compulsory, for all staff members who work with children. For individuals who are called in to work with students with special needs and for whom proximity is unavoidable, protective equipment will be issued. Parents of these students will be informed in advance.

Exemptions will be given to students and staff who cannot wear a mask due to medical or other needs.

Students and staff will receive two reusable masks.

What are the options for families who are not comfortable sending their children to school in the current situation?

The CSCN has the safety and well-being of students and staff at heart, and we are focusing our attention on the preparations for back to school in accordance with the guidelines from the health and education ministries. We are going to be constantly monitoring our re-entry plan and making the necessary adjustments.

Despite that, we know that some families will not be comfortable with sending their children back to school. With this in mind, we are going to send out a survey in the coming days to find out your intentions. Once you have read the CSCN's re-entry plans and those of the school that your children attend, you will have a better idea of day-to-day operations and you will be able to make an informed decision.

The following options will be offered to parents:

- Return to class under the provincial guidelines.
- [Home schooling](#), i.e., the family takes over the teaching completely. Teaching and evaluation become the responsibility of the parents.
- Virtual education program:

Exceptionally for the 2020-2021 school year, the Conseil scolaire Centre-Nord will offer a virtual education program for students from kindergarten to grade 12. This program will be offered to students whose parents do not want them to return to class despite the measures in place according to the requirements of the province.

This option will require support from parents at home. Classes will be offered at specific times and the requirements will be the same as for classroom students, such as:

- Attendance will be mandatory for daily scheduled classes
- Attendance will be recorded and reported on in students progress reports
- All assignments will be graded and will be used as evidence for the progress reports
- Students will be assessed on their learning and the results will contribute to their mark on their progress reports

For Kindergarten to Grade 9 students, only the core subjects will be offered for the 1st semester: French, English (Grade 3 and up), Mathematics, Social Studies and Science.

For students in grades 10 to 12, the majority of the courses will be offered by the Centre Francophone d'éducation à distance.

Virtual classes will only start on September 10 in order to put this structure in place.

Parents who choose to keep their child at home must understand and accept the conditions proposed in the CSCN model and their child's return to school, if they wish, will not be possible until February 1, 2021.

Students who participate in the virtual education program will be enrolled at their home school, but their teachers are unlikely to be teachers from that school. The CSCN guarantees that teachers in the virtual program will be certified, but as schools prepare to welcome all students, the vast majority of our teachers will be very busy with in-person learning.

For reasons of hiring staff, protection of cohorts and to ensure that students have the stability to learn well, families will have the opportunity to tell us their intentions at certain moments over the course of the school year (in August and in February). The first survey of your intentions will be sent out in mid-August. For families taking the third option, it is important to understand that

this type of teaching will involve the student every school day and he or she will not be limited to the essentials as was the case from March to June 2020.

Will CSCN students be participating in provincial evaluations?

#### September 4 update

Yes, as long as we remain in scenario 1, students in grades 6 and 9 will be writing provincial exams. The grade 3 Student Learning Assessment will be optional. Grade 12 students will be writing diploma exams.

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What will change for students with special needs?

CSCN schools are going to continue to offer a quality program for all students. Whenever physical distancing is not possible, school teams will discuss with families the extra hygiene measures that may be put in place to ensure the health and safety of students and staff. As is already the case, the school will discuss the fine details of teaching students with special needs with the families concerned.

How are individual schools' re-entry plans different from that of the CSCN?

Schools' individual plans will contain the same type of information, but they will be more specific to the characteristics of each school.

What will happen to school transport?

#### *Physical distancing*

- Students will have to respect physical distancing at bus stops. No one showing symptoms of COVID-19 should be at the bus stop.
- Students must respect physical distancing getting on and off the bus.
- Each student will be assigned a seat on the bus, grouped with members of the same family from all grades. A single child will be assigned a seat in the group of students who use the same bus stop. Students will always sit in the same assigned seats.
- It will not be possible to have empty bench sets in most buses.
- Schools in southeastern Edmonton where bus transfers are required will put measures in place to encourage physical distancing between students when they are getting on and off the bus. Parents will have to explain to their children that they must always follow supervisors' instructions at each school.
- Misbehaviour on the bus will not be tolerated. Students who do not follow the rules will have to be driven to school by parents.
- In August, families will receive a survey asking whether they have decided to drive their children to school or not.

#### *Hygiene rules*

- Each family should teach their children about the right hygienic practices to follow when sneezing or coughing and how to wash their hands properly.



- Each family must evaluate the health of their children before they take the bus and not send their children to the bus stop if they show symptoms of COVID-19.

#### *Personal protective equipment*

- Masks will be required on the buses for all students in grades. The ministries of Health and Education have made the wearing of masks compulsory for students in grades 4 to 12. Wearing a mask will be required for personnel in all contexts where physical distance cannot be maintained. Students in grades 4 to 12 will be required to wear the mask in all common and shared spaces such as hallways and buses. Although the province has indicated that the use of the mask for Kindergarten to Grade 3 students will be optional, CSCN will require the wearing of masks on buses for all students, including those in Kindergarten to Grade 3.
- All students from Kindergarten to Grade 12 will receive two reusable masks. Families will be responsible for procuring other masks if needed afterwards.
- Families should make sure the child understands how to put on and take off a mask.
- The CSCN is not responsible for masks lost on buses or at school.
- The bus driver will not be responsible for ensuring that a student wears their mask or correcting the way it is worn.
- The respect of the sanitary rules coming from the province requires an individual responsibility on the part of all. Families need to make sure their children understand that they should wear a mask or face covering on the bus.

#### *Additional responsibilities of the CSCN regarding school transport in a pandemic context*

- Provide two reusable masks to each student.
- Provide disposable masks to bus drivers for students who fall ill during bus journeys.
- Follow up with parents if there is a case of Covid-19 on their child's bus.

Each family that uses school transport acknowledges the risk associated with traveling on a school bus. The measures described herein are intended to provide access to buses for the greatest number of children while minimizing risk as much as possible.