



Rotherglen School – Reopening for the 2020-2021 School Year

Rotherglen School will reopen with in-person delivery of teaching and instruction for the 2020-2021 school year, with enhanced health and safety protocols. We are fortunate to have large classrooms, small class sizes, and the resources to develop and enhance protection strategies at the school to promote a healthy learning environment.

The safe reopening of Rotherglen School for the 2020-2021 school year has been developed under the following principles:

- providing a safe and healthy school environment for students, teachers and staff;
- providing a consistently high-quality education;
- maintaining close communications with and adhering to the advice of Ontario's Ministry of Health, local health authorities and Ontario's Ministry of Education;
- respecting the opinions of our parent community;
- protecting the uniqueness and strength of our vibrant learning environment, putting our community first.

Our students in Casa to Grade 5 will attend school five days per week. Students will remain in cohorts in order to limit the mixing of students and staff. All students will remain in their classrooms with their cohorts, and specialty teachers will move from class to class in order to provide a full breadth of programming.

On July 30, the Ministry of Education announced guidelines for returning to the classrooms for publicly funded schools. As a private school, we have flexibility in preparing for the reopening of our campus and the delivery of our program, and will use the ministry's recommendations as a baseline.

Over the summer months, we have put tremendous efforts into making the in person experience for our students and faculty as safe as possible. This has involved an investment in numerous resources to support our return to campus planning. We have also hired additional full time cleaning staff to enhance our cleaning and sanitization of our school facility throughout the school day, and deep cleaning at the end of each day. Personal Protective Equipment (PPE) for staff and, plexiglass dividers in common areas and for teacher desks. Visual cues and signage to promote social distancing, hand washing, respiratory etiquette, caution in high traffic areas have been thoughtfully placed throughout the school to best guide and support our students and faculty. Desks or individual tables have been put in our classrooms to keep our learners at a distance.

Please take the time to carefully read through our School Re-Opening document. As parents, it is important that you understand our planning. You will also play an important role in keeping our community healthy with a strong commitment to daily screening your child/children before coming to school. Should you have any questions please do not hesitate to connect with us.

Health and Safety Measures

Outlined below are a number of health and safety measures that we have considered in the reopening of our campus for the start of the 2020-2021 school year. Careful planning and consideration has been given to all aspects of the school day to ensure that we maintain a healthy learning community.

Self-screening

All staff and students are required to perform a daily health screening before attending school. Our screening checklist will be provided to you to peruse. Parents are required to use this checklist to perform a daily screening at home to ensure awareness of possible symptoms of COVID-19, before arriving at school. Signs will be posted at entrances to the school to remind students, staff, and parents/caregivers of screening requirements. If a student or staff member is experiencing any symptoms of COVID-19, they must stay home from school and should seek testing and appropriate medical attention.

All staff and students who are experiencing new or worsening symptoms consistent with COVID-19 must not attend school and should seek appropriate medical attention as required, including getting tested at a COVID-19 testing centre.

Staff and students feeling sick should remain at home while waiting for test results. If a symptomatic individual tests positive for COVID-19, they should continue to remain in isolation at home and follow the directions of their local public health unit.

Temperature Checks

Given that each Rotherglen family is required to complete a daily self-assessment of their child to screen for COVID-19 symptoms, before coming to school each day, we will not be taking student temperatures prior to entering the school building. If a student becomes unwell during the school day, a staff member will take the student's temperature, and should the student have a fever or show other signs of illness, the student will be isolated and a parent will be required to come to the school for immediate pick up.

Monitoring and Responding to COVID-19 Symptoms at School

Any student or staff member who develops COVID-19 symptoms while in school will be immediately separated from others, and brought to our isolation area until they are able to go home. Isolated students will be supervised, with physical distancing maintained and PPE provided, consistent with public health guidelines.

Parents will be required to provide the name of an alternate person who will be available to come to the school to collect their child(ren), in the event we are unable to reach either parent. It is essential this alternate person is readily available for student pick up.

Staff with symptoms and parents/guardians of children with symptoms are directed to use the self-assessment tool provided by the Government of Ontario. Please check their website.

Students or staff who test positive may not return to school until they are cleared according to public health guidance. Persons who retest negative (after an initial positive test) can return to school once they are symptom-free for 24 hours.

The school will ensure records of classes, including seating charts, daily records of any approved visitors to the school, including supply/occasional teachers or custodians, are maintained and readily available to be provided to public health for contact tracing purposes.

As required under the *Health Protection and Promotion Act*, the school will immediately report any suspected or confirmed cases of COVID-19 within the school to the local public health unit, and provide any materials (e.g., daily attendance) to public health officials to support case management and contact tracing and other activities, in accordance with all applicable privacy legislation. Public health officials will determine any additional steps required. We will also report on a daily basis, any suspected or confirmed cases to the ministry.

All school staff members will have received training on outbreak management procedures, prior to the beginning of the school year.

Cohorting

Cohorting refers to minimizing the number of students and teachers any individual comes in contact with, and to maintaining consistency in those contacts as much as possible. The purpose of cohorting is to limit the mixing of students and staff and, in so doing, minimizing the risk of potential exposure to our students and staff.

In our classes, each student has his/her own work space. Excess furniture, tables and bookshelves have been removed to create additional space in the classrooms.

We are fortunate to have large classrooms and small class sizes. Students and homeroom teachers will primarily remain in their classroom throughout the day, and will move as a cohort to enter and exit the building, during recess time or when moving to other spaces within the school.

Social Distancing

As much distancing as possible between students, between students and staff, and between staff members will be promoted at all times. In classrooms, individual student desks or tables, have been spaced apart and face forward, rather than configured in groups, to provide students with their own learning area. In addition, we will be utilizing our library, music room, art room as classrooms, to use all available space.

Visual cues and signage have been placed throughout the campus that promote social distancing. High traffic spaces in common areas will have greater supervision, hallways will be divided with markings to promote one way traffic, and directional signage will be placed to support the flow of our students in hallways. Posters on walls will remind students of hand washing and keeping their distance in common areas.

Teachers will move from class to class, rather than students moving to prevent the interaction of cohorts.

Students will enter and exit the building during staggered arrival and dismissal times and while physically distancing. Staff will assist the children with arrivals and dismissal. Arrival and dismissal times for our students will be further staggered to promote distancing.

Our full planning of this process will be shared with families prior to the start of the school year, within the next few days. Students will have recess with their cohorts, and the school playground will be sectioned to keep cohorts apart.

Hand Hygiene

Appropriate hand hygiene is one of the most important protective strategies. All staff, faculty and students will be expected to practice regular hand washing throughout the school day. Students will be trained on appropriate hand hygiene, both with soap and water, and with the use of alcohol-based hand rub (ABHR). Age-appropriate posters or signage will be placed throughout the school.

Throughout the day, regular hand hygiene breaks will be scheduled, to allow students to wash their hands at appropriate times during the school day. This will include but is not limited to: upon entering the school building, entering/exiting the classroom, prior to/after recess, eating, after washroom breaks, coughing, sneezing, blowing one's nose, when arriving home.

Water Stations

Our filtered water stations will be made available for students to fill water bottles brought from home, when required. The drinking fountains will not be in use this year. It is highly recommended however, that every student brings enough water for the school day to avoid the using of the water dispenser.

Masks

Students

Students in Grades 4 to 5 **will be required** to wear non-medical or cloth masks in school, including in hallways and during classes. Students in Kindergarten to Grade 3 **are encouraged** but not required to wear masks in indoor spaces.

We remind families that masks should be tasteful and appropriate for a school setting. As well, masks must be washed daily. Outdoor times like recess will be used as opportunities to provide students with breaks from wearing masks within their "cohort".

Students are encouraged to practice wearing masks to learn which type of mask is most comfortable for them. Students may wear their own non-medical masks, or purchase a non-medical mask from our uniform supplier, DGN Kilters. Reasonable exceptions or accommodations may be made with regards to the requirement to wear a mask.

Teachers and staff

All school-based staff **will be required** to wear **medical** masks, with reasonable exceptions for medical conditions. School staff will be provided with all appropriate personal protective equipment (PPE), such as medical masks and face shields.

Lunch

All students will eat lunch in their classroom with their cohort to ensure chances of contact and transmission are minimized.

Students will wash hands before and after eating.

With respect to eating and drinking at school, it is expected that:

- Staff and students will perform proper hand hygiene before and after eating.
- Students will be required to bring their own lunch and snacks to school each day, with no common food items. Students will not be permitted to share food with their classmates.
- No lunch deliveries will be permitted.
- Students will be required to bring their own drink bottle that is labeled, kept with them during the day and not shared.
- Water bottles will be required to be filled prior to coming to school.
- We will no longer provide plastic cutlery to students
- No activities that involve students preparing or serving food will take place.
 - Out of an abundance of caution for the health and safety of our school community, our hot lunch program, pizza and sub days, special lunches and birthday celebrations will be suspended for Term 1 of the school year. This decision will be re-evaluated for Terms 2 and 3.

Families are reminded to adhere to our **Allergy Aware Policy**, to safeguard those individuals in our community with life-threatening allergies. To provide a minimized allergen environment, we require the support and cooperation of parents/guardians, caregivers and the school community.

Recess

We recognize the importance of outdoor time for our students. Casa to Grade 5 students will have scheduled recess times each day. Recess times will be staggered, to support social distancing and our playground will be divided into separate recess areas to provide each cohort with their own outdoor space.

Student Personal Belongings

Classroom cloakrooms will not be used at this time. For this reason, personal belongings brought to school should be minimized. Please ensure all personal items are labeled. Each student should bring a backpack each day with the lunchbox inside along with water and an additional beverage or two. Each grade will be receiving a specific email with regards to what supplies will be needed from home. These supplies will be kept at school at each student's individual work space.

Students in Grades Three, Four and Five, will be asked to bring in a laptop to school each day.

Detials will be provided on laptop information.

Visitors

In the upcoming school year, visitors will not be permitted to enter the school building, including parents. Video or telephone conferencing will be used to interact with families, rather than in-person meetings. Only essential service personnel (HVAC, plumbers, etc.) and visits to ensure school safety, such as inspections by the Fire Marshal's office or by public health, will be permitted to take place.

All authorized visitors to the school will be required to complete a health screening and wear a medical mask while on school premises.

Staggered Arrival and Dismissal

In an effort to maintain social distancing and cohorting health protocols, the arrival and dismissal of our students will be further staggered. Parents will not be permitted in the school building. A separate email will be sent to families to explain specific arrival and dismissal times for their child(ren).

School Uniform Policy

Students will be required to wear their school uniform while learning on campus. The Rotherglen School uniform will remain the same, with a few minor exceptions.

1. Students are not required to wear a blazer or tie in Elementary grades
2. Students are to wear black running shoes to school to eliminate the need to change shoes for outdoor play and for physical education classes.
3. Students at each grade level are to wear their physical education uniform to school on the days they have physical education class outside. The schedule will be provided.

Field trips

To align with physical distancing, field trips and activities requiring group transportation will not take place until public health data advises otherwise.

Academic Adaptations

In order to ensure the safety of our students, in line with current public health recommendations, we have made some adjustments to our programming. Specialty teachers will move from classroom to classroom.

French

Lessons in French will continue with students remaining in their classroom and our specialty teacher coming into the classroom. There may be specific days where lessons will be virtual and streamed onto the tv provided in each room

Music

Most overall expectations for the Music curriculum can be met without the use of instruments. Orff instruments, and recorders will not be part of the music program, at least for the first term. Students in Casa to Grade 5 will participate in in-person music lessons. Our younger students will have the opportunity to experience the steady beat and rhythm patterns on body percussion (stomping, patting, clapping and snapping) and on small percussion instruments. Students in Grades 2 and 3 will also create short compositions and experience melodic patterns, scales and intervals on one octave glockenspiels. Students in Grades 4 to 5 will play on two octave glockenspiels and they will also have the opportunity to learn many music concepts through composition. All students in Casa to Grade 5 will participate in a music listening programme designed to help them identify special musical features and elements. Students will develop their conducting skills while listening to famous pieces written by the “Composer of the Month”. Music theory will also be a focus for the older children. Music at every level will be delivered with a sense of fun so that students will experience the joy of music!

Physical Education

Physical Education classes will be held outside, for as long as the weather permits. Students will remain in their cohorts for classes, and each cohort will have their own gym equipment. Any equipment used during a physical education class will be disinfected before its next use. Should weather be inclement, indoor activity will be provided.

Extra Curricular Programming

We will endeavour to offer a range of co-curricular programming for our students, however, activities are on hold for the first term of school due to health and safety measures. This will be reviewed as school after the first term and information on offerings will be shared with families as the school year progresses.

Outdoor Learning

While the weather remains favourable, teachers will be encouraged to take their students outside for learning. Our playground will be divided and will provide a nice alternative to learning in the classroom. The age of students and course of study will influence the number of times a teacher may choose to take his/her class outside for learning.

Cleaning Standards and Protocols

The school has performed a review of its cleaning protocols and made necessary adjustments to ensure the protocols meet current public health requirements.

Cleaning program

The school has developed an enhanced cleaning and disinfecting protocol, including:

- increasing the frequency of cleaning and disinfection
- increasing custodial staff
- removing items that present cleaning challenges, such as porous or soft items (ie. stuffed toys, area rugs, fabric upholstered seating).

High touch surfaces

Cleaning plus disinfection will take place at an increased frequency in all high touch areas. This includes washrooms (for example, toilet fixtures, faucets), doorknobs, light switches, handles, desks, phones, keyboards, push buttons, handrails, computers, photocopiers, etc.

Cleaning products

Our custodial staff will use only Health Canada approved cleaning and disinfectant products with a Drug Identification Number (DIN), in according with the manufacturer's instructions.

Daily Deep Cleaning

The school will be deep cleaned at the end of each day, in preparation for the next school day. The school has invested in fogging machines to assist in this daily process.

Cleaning where an individual is suspected of having COVID-19 at school

- The school has established a protocol for identification and communication of suspected/confirmed cases to administration and relevant staff, in order to identify contaminated areas and carry out cleaning and disinfection, including timing, return to use, methods, PPE, waste disposal.
- The protocol requires that areas that may require cleaning plus disinfection (items used by the individual and all surfaces within 2 metres of the ill person) versus cleaning alone (such as a hallway or room where the individual has passed through) will be identified to custodial staff.
- The use of disposable cleaning equipment, such as disposable wipes, will be employed when possible.
- Items that cannot be cleaned (paper, books, etc.) will be stored in a sealed container for a minimum of 7 days.

Washrooms

The school washrooms will be cleaned frequently and we will ensure that there is an adequate supply of soap at all times. A daily cleaning log will be posted outside of all washrooms.

Isolation Area

Should a student or staff member become ill while at school, the individual will wait in a dedicated isolation area. Support staff will monitor the individual and PPE will be available. The isolation area will be cleaned after each use.

Heating Ventilation and Air Conditioning (HVAC) System

Our filters have been updated for our HVAC system to MARV 13 filters. Filters will be cleaned and changed on a monthly basis throughout the building.