

Scenario 1

WRPS Supplemental Guide

for the 2020-2021 School Year

~ this Supplemental Guide is to be used in conjunction with the [WRPS Re-Entry Plan](#) ~

Information contained within this document is subject to change as additional information about COVID-19 becomes available. New directives and restrictions from the province or the Chief Medical Officer of Health may shift how WRPS conducts its operations at any time during the school year. As the situation evolves, WRPS will update and adjust this guide, as necessary. We encourage you to keep checking back to our website for the latest information.

*NOTE: weekly updates are in orange.
Links are provided to the Re-Entry Plan for categories without changes.*



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Overview

WRPS established its own re-entry plan in August 2020 in consultation with Alberta Education, Alberta Health Services, and the Local Alberta Teachers' Association, which ensured the transition back to school was smooth, and for operations to be as safe as possible during the COVID-19 pandemic. This plan was developed by senior administration, principals, and directors.

Given that we are now well into the school year, this *Supplemental Guide* acts as an addendum to the Re-Entry Plan, going beyond re-entry outlining current school operations under Scenario 1.

Points in this guide were not addressed in the Re-Entry Plan and are new to staff and families. Included is information learned from our experiences in the school year thus far, and additional considerations from the Alberta Government as noted in their [guiding document](#).

It is essential everyone understands and adheres to the guidelines, so the risk of transmission remains low, and students continue to learn in a safe classroom setting. Through a combined effort, everyone within WRPS is safer, healthier and better prepared for success throughout the pandemic.

We continue to follow the safety requirements provided by the Chief Medical Officer and the Minister of Education.

Thank you for supporting our school system to take all measures to protect one another. The safety and well-being of our students and staff is our priority.

Possible Re-Entry Scenarios for the 2020-21 School Year

- highlighted on page 4 of the [Re-Entry Plan](#)

If the increase in COVID-19 cases continues, AHS may direct us to transition from Alberta Education's Scenario 1 to Scenario 2 or 3 with short notice.

Schools must be prepared for all three scenarios at any given time.

Teaching, Learning and Assessment in Scenario 1 -

highlighted on page 5 of the [Re-Entry Plan](#)

Now that re-entry has occurred, there are new disruptions to learning continuity. Emerging COVID cases and contact tracing are causing quarantine and isolation of students and staff. Family circumstances are fluid. Schools have developed strategies to mitigate these challenges that best address the uniqueness of their communities.

Teaching and assessment are evolving to guide student learning. Ongoing communication between schools and families is essential.

Minimizing Risk of Transmission

Enhanced Cleaning - highlighted on page 6 of the [Re-Entry Plan](#)

Additional enhanced cleaning of each school classroom or bus is completed anytime a positive COVID case is identified in a class, with extra attention paid to the disinfection of high-touch areas and washrooms.

Custodial services are scheduled at the start and end of each school day. Access to schools is limited before and after cleaning.

Health Requirements to Enter a School - highlighted on page 6 of the [Re-Entry Plan](#)

AHS guidelines are evolving:

- The [COVID-19 Screening Questionnaire](#) for students was updated on November 2, 2020. Runny nose or sore throat are no longer symptoms that require isolation for 10 days. The adult symptoms list remains the same.
- The applicable age-group checklist shall be completed by staff, students, and essential personnel before leaving home.

Hygiene Strategies - highlighted on page 7 of the [Re-Entry Plan](#)

Personal Protective Equipment - highlighted on page 7 of the [Re-Entry Plan](#)

- Masks:
 - Masks must meet the standards set out for non-medical face masks. Neck gaiters, buffs, or bandanas are not acceptable replacements. [See Page 8 - Face Masks](#)
 - Grades 4-12 students and staff shall wear a clean mask each day. [How to Wash a Face Mask](#)
 - Masks shall be worn at all times. Exceptions:
 - Unless the staff member is in their office or at their workstation and no one is within 2 meters of them.
 - Classroom guidelines regarding masking remain as previously established in the Re-Entry Plan.
 - When interacting with anyone who is not in your [cohort](#), individuals shall maintain a distance of two metres or wear a mask when closer than two metres with others and ensure their meeting is less than 15 minutes. This also applies to school and facility staff rooms.

Physical Distancing - highlighted on page 8 of the [Re-Entry Plan](#)

- If two or more people from different cohorts are required to come within 2 metres of one another, additional protections must be instituted such as engineering controls (i.e.,

plexiglass barriers or partitions), or administrative controls (adapting the activity to minimize or eliminate close contacts). [Guidance for School Re-Entry - p. 8.](#)

Traffic Flow - highlighted on page 8 of the [Re-Entry Plan](#)

Visitors & Service Providers - highlighted on page 9 of the [Re-Entry Plan](#)

- For the safety of students and staff, contracted service providers (i.e., additional maintenance businesses, psychologists) who need to visit a school for an essential service must schedule an appointment with the school staff to enter the building.
- Parents and visitors are not permitted in schools at this time. Meetings shall be held virtually (i.e., via telephone or video conferencing). Transfers of items shall be arranged at the front door.

Community Use of Schools - highlighted on page 9 of the [Re-Entry Plan](#)

School Operations - highlighted on page 9 of the [Re-Entry Plan](#)

Protocols designed to keep students as safe as possible are required for the daily operations of our schools.

School Protocols - highlighted on page 10 of the [Re-Entry Plan](#)

Expectations for personal belongings - highlighted on page 11 of the [Re-Entry Plan](#)

Water Bottles and Fountains - highlighted on page 11 of the [Re-Entry Plan](#)

Cohorting - highlighted on page 11 of the [Re-Entry Plan](#)

- Teachers/staff shall not be in a [cohort](#) with each other unless they are working with the same classroom cohort (i.e., classroom teacher and educational assistant).
- If a staff member needs to meet with another staff member, they must follow masking and physical distancing guidelines and ensure their meeting is less than 15 minutes. This also applies to school and facility staff rooms.

Engineered and Administrative Controls - highlighted on page 11 of the [Re-Entry Plan](#)

- Engineered and administrative controls such as equipping offices with a Plexiglass dividers to protect staff and designating work areas do not replace PPE requirements directed by AHS.

Food Handling - highlighted on page 12 of the [Re-Entry Plan](#)

- Hot lunch programs:
 - Hot lunch programs are permitted where food items are pre-packaged.
 - The school must ensure a designated staff member is available to hand out food items to classrooms, ensuring that they are all handled by the same person and hygiene protocols are followed (wearing a mask and gloves).
 - The designated staff member must ensure they spend less than 15 minutes in each classroom.
 - The cohorted teacher receives the food and hands it out to students.

Library/Learning Commons - highlighted on page 13 of the [Re-Entry Plan](#)

Work Experience and other Learning Experiences - highlighted on page 13 of the [Re-Entry Plan](#)

- Live recordings of special events (i.e., Christmas concerts) are permitted. However, recording or archiving the event on social networking sites or the school website is prohibited because of copyright rules.
 - Regular FOIP permissions apply.
 - All other established protocols regarding cohorts and PPE must be followed.

Extracurricular Activities, Travel, Curricular Trips & International Travel - highlighted on page 13 of the [Re-Entry Plan](#)

- **Extracurricular activities** (i.e., sports teams' practices, performance groups and clubs) may continue provided students and staff follow all mandated health protocols (**NOTE:** the following do not apply to Phys Ed, only to after school activities).
 - Maximum of 10 total individuals, including all coaches, trainers, and participants.
 - Physical distancing must be maintained between participants at all times:
 - 3-metres physical distance for indoor activities
 - 2-metres physical distance for outdoor activities
 - coaches or trainers may enter physical distancing space for brief interactions with participants (for example, to correct form or technique)
 - Participants must be masked at all times, except during the training activity. Coaches and trainers must remain masked at all times.
 - Access to change rooms must be limited, including accelerated arrival and departure, emergencies (for example, first aid) and washroom use.
 - Performances or games are not permitted.
- Day curricular trips (in addition to what is stated on page 13 of the Re-Entry Plan)
 - Parent Volunteers can accompany the class on a field trip provided they follow all the same protocols as the school staff.

School Council Meetings - highlighted on page 14 of the [Re-Entry Plan](#)

- School council meetings shall be virtual meetings rather than in-person meetings.

Responding to Illness - highlighted on page 14 of the [Re-Entry Plan](#)

- If a student develops symptoms while at the school:
 - If a student requires care, protocols must be followed including limiting time to less than 15 minutes with the student.
- When a positive case is identified in a school:
 - The staff or student's parent/guardian shall notify the school principal.
 - The school principal shall inform the superintendent.
 - The person with COVID-19 shall be sent home immediately to self-isolate for 10 days according to the requirements set out by [AHS](#).
 - [Close contacts](#):
 - Close contacts are defined as anyone who was within two metres of a positive case of COVID-19 for 15 minutes or more of cumulative contact, without consistent and appropriate use of PPE.
 - Note: AHS advised that anyone meeting in the same room, regardless of whether or not they maintained two metres of distance, wore masks or other factors such as the length of the meeting, may still be considered close contacts.
 - If a positive case is identified in a classroom, AHS identifies everyone in the class as a close contact because they are a part of the same cohort.
 - AHS in conjunction with the superintendent shall identify close contacts who shall be sent home immediately to quarantine for 14 days according to requirements set out by [AHS](#).
 - Close contacts are identified by AHS as the date the infected person first experienced symptoms or 48 hours from the date they tested positive (deemed as the infectious period), whichever is earlier.
 - If the infected person rode the bus to school, the superintendent shall work with the Transportation Manager to identify additional close contacts who shall be sent home immediately to quarantine for 14 days.
 - Close contacts shall arrange for a COVID-19 test as soon as possible.
 - The school shall send communication to parents/guardians via School Messenger, the school website, and the school's social media accounts advising them of the situation and steps taken.
 - The Associate Superintendent Business shall advise the Facilities Manager of areas in the school that require enhanced cleaning.

School-at-Home-Learning Options - highlighted on page 15 of the [Re-Entry Plan](#)

- School-at-Home-Learning requires families to provide access to a computer, Chromebook or personal device; internet access is necessary. Exceptions may be made for students with identified special education needs.
- Strictly enforced timelines are established to support school-at-home-learning and in-school learning transitions, supporting learning continuity and teaching assignments.

- Families must communicate requests for changes in their child's learning program with their school principal by the established deadline.
 - Principals will forward the names of families with change requests to the principal of School-At-Home-Learning.
- There was more uncertainty when the initial timelines to designated in-school and school-at-home-learning were developed. Operating practices are now established for in-school learning and the school-at-home-learning program to confidently support students and their families. With guidance from their school principal, families are able to make an informed choice for the balance of the school year.
- As a result, the division revised its re-entry points for registered students to one final deadline:

	Alder Flats; Centennial; Clear Vista; Lynn Lauren; Falun; Griffiths Scott; Gwynne; Lakedell; Norwood; Parkdale; Pipestone; Queen Elizabeth; Winfield	BMCS; PLRS; WCHS; Wetaskiwin Outreach
Classes Start	January 4	February 1
Notice	December 7	December 7

- Families cannot opt to move their children between in-person learning and school-at-home learning after the December 7 deadline.

Transportation - highlighted on page 16 of the [Re-Entry Plan](#)

Mental Health Supports - highlighted on page 17 of the [Re-Entry Plan](#)

Resources for Families - highlighted on page 21 of the [Re-Entry Plan](#)

- [WRPS Covid-19 Resources](#)
- [November 6, 2020 Alberta Government Update](#)