

Boyle Street Education Centre

Re-Entry Plan – August, 2020

Message

As directed by Alberta Education, in-person classes at school will resume in the fall in scenario 1 or near normal. When that happens, things will be different. It will be our collective work to make it safe and easy for our students to access learning and supports within the bounds of several new routines. This document is a guide for some of those new routines and it is by no means final. Some procedures may not be necessary after a while and others will become new “normal” routines.

Our mission is to inspire and support the educational success and social development of youth who have previously experienced interruptions in their formal learning. We are optimistic that with the correct protections, tools and procedures in place, we will be able to offer our students the same safe and caring school they have always known.

Operational Goal

To achieve our mission during this health emergency (or any other event that disrupts student access to the school going forward), our school must offer **continuity of learning and supports to students from anywhere with whatever tools they happen to have.**

As such, this document assumes that at times “in-person” and some “at-home” student learning and supports will take place simultaneously.

2020-21 School Year Calendar

The 2020-21 school calendar remains as posted on our website. Here are some considerations related to that:

School Re-Entry

We must make it as easy as possible for people to access our school while also keeping them safe (students as well as staff members). This is a multistep process that must be undertaken systematically. The steps below itemize the re-entry considerations **within our school’s control** and, while it may be possible to take some actions before others, every step contributes to a safety for all stakeholders.

Needs Assessment

School Admin have designed and collected information from staff regarding the return to school in September. School Admin has reviewed this information and are addressing factors which are within our ability to control.

- Scheduled staff members such that there is redundant coverage in curriculum areas.

- Staff members should be aware that they have a right to the training necessary to do their work and have the right to refuse work they consider to be unsafe. Concerns regarding unsafe work need to be addressed with the School Admin. Once these hazards have been mitigated to the best of the School's ability in a reasonable and flexible way it will be incumbent upon the staff to return to work

Sufficient resources for students and staff members to safely work in school or from home have been secured. (Personal Protective Equipment - PPE, barriers, sanitation stations, special equipment, signage, etc.).

All staff offices and classes have access to sanitizing wipes, and gloves for staff to be able to clean their own areas.

Standardized staff member access from anywhere (school laptops, docking stations, monitors, software suites, etc.).

Design and Implementation

- A thorough cleaning of school facilities will be completed prior to school return in September. After school is in session, deep professional cleaning will be implemented on a frequent basis.
- School has developed and posted print and visual information regarding hand hygiene, placement of hand sanitizers throughout the school, scheduling of our custodian to clean and disinfect high touch areas and equipment, directional flow plans for movement throughout the school, constructed barriers between staff and others in areas of communication, supplied barriers for office staff who have requested this and PPE supplies for all staff and students.
- School has developed and posted print and visual procedures regarding protocols for entering and leaving the building for staff, students, and visitors.
- School Admin/school staff have designed learning areas to facilitate physical distancing to the best of our ability and will have a system in place for being able to contact trace any person who may become ill. Room occupancy guidelines will be established. Masks will be mandated for both students and staff in classrooms and areas where physical distancing is not possible.
- Food will be distributed both upstairs and downstairs in our building and served individually to maintain safety and physical distancing. Scheduled breaks will be supervised by school staff to support students in maintaining physical distancing. There will be a directional flow of traffic for both upstairs and downstairs with designated doors for entry and exits. Staff will be supervising breaks to ensure that the directional flow of traffic is observed by students.

- Due to health and safety risks as well as time management, microwaves and coffee will not be available in the school. Shared kitchen spaces will not be in use until further notice.
- Prior to leaving home, staff, students and community members must self-screen for symptoms of COVID-19 each day that they enter the building. Staff, students and contracted people will sign the “fit for duty/fit for school” form attached to this document and follow the procedures as outlined by the School.
- The entry door to the school will not be locked due to unpredictable situations within our community of learners. Leaving the school once you have arrived, during the school day will continue to be discouraged. If you choose to leave you will need to be reassessed upon your return and you may be refused entry.
- Student schedules will be designed to minimize the number of people in a space at one time. Scenario 2 - alternate days for students, alternate floors open on given days, etc.).
- OHS committee members in consultation with school staff have developed safety protocols for option classes (see document outlining specific requirements in each area). If we are to move to Scenario 2 at any point in the school year, in-class and hands-on option learning may be impacted. Digital learning will be developed for these classes.
- Schedule staff members so it is possible to cover all program area instruction from in-person as well as at-home (this will include a team-teaching approach and the establishment of in-person and online teaching planning). As this will be a new area of learning, School Admin will make changes as needed once there has been some experience with this instructional method.
- Identifying methods for teaching students how to use the Office 365 Environment as part of classes in the fall.
- Established professional and deep cleaning schedules to maintain sanitization of school areas.
- Use of shared items or equipment is to be avoided where possible and proper hand hygiene implemented if there is any shared use of equipment.
- Equipment that must be shared should be cleaned and disinfected after each use – cleaning and disinfection of Calming room will be conducted after each use.
- Students must carry their own supplies in their own personal backpacks. Bags for managing personal belongings will be supplied by the school. Students will be responsible for carrying these with them at all times and will not be able to store these items at the front desk. Storage of individual student classroom tools/assignments are available in individual areas in each classroom.
- Individual water bottles will be given to students and there will be two water bottle filling stations – one upstairs and one downstairs.

- Refer to Staff/Student Procedures during a Pandemic for specific steps regarding issues impacting staff due to COVID-19.
- Update supervision responsibilities to include new wayfinding and safety precautions.
- Restroom use procedures.
 - Cleaning procedures
 - Post visual signs for safety in bathrooms
 - Close off each washroom 2 to 3 times a day for sanitizing
 - Have disinfection wipes in each stall to wipe the door handle/lock after each use
 - Partition divider for urinals
 - Keep all outside doors to bathrooms open to prevent the spread
 - Ensuring most light switches are converted to motion sensors.

Emergency procedures will be revised for August 24 return of staff that reflect requirements for physical distance as well as the ability to evacuate or shelter in place safely.

- Designated areas for “overflow.”
- Scenario 2 - Considering procedures for when to turn people away (capacity, wintertime, etc.).
- Use proper hand hygiene when handling any shared equipment or paper assignments.
- Identify procedures that may be “by appointment.” These may include:
 - School doctor and nurse.
 - Counselling
 - Visiting the school.

Step 3 – Procedure Evaluation and Modification

As the situation changes or as program needs demand, we may evaluate the suitability of our procedures and collaborate to improve them. For the sake of input, staff members may raise concerns by sending an email to one of the members of the Occupational Health and Safety Committee or to school administration.

Diploma Examinations

Diploma examinations will be held four times next year as is the case for our school on a regular basis.

Mental Health and Well-Being

BSEC students are particularly susceptible to variations in access to school. While staff members have a wide array of access to supports through the Board's benefits package, students generally access pathways to support through the work of school staff members.

This work must continue. The school will prioritize programming breadth to the degree possible so that students who depend on the accommodations and variety of learning and supports may still access these.

Contracted Services

Similar protocols to those being used in core classes will be implemented for addressing activities such as cultural events and contracted services such as Artist in Residence, yoga, Improvisational Drama, massage therapy and acupuncture. Contracted people will need to fill out the "fit for duty" form and these will be included with their contracts. To offer these learning opportunities school Admin will be making sure there is enough space for physical distancing in classes and the use of masks when this isn't possible, regular hand washing and not using commonly touched items. The Animal Assisted program will not be implemented at this time. School Admin will work with contracted personnel to apprise them of our safety protocols. If we move to Scenario 2, contracted services will be suspended until such time as it is safe.

CMO Contact Numbers

Edmonton Zone – edmontonzone.environmentalhealth@ahs.ca

780-735-1800

Central Zone – centralzone.environmentalhealth@ahs.ca

403-356-6366