



Lomond Community School

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These continue to be unprecedented times. I thank our staff and community members for their patience as we navigate these uncharted territories. The focus of the Lomond Community School Staff team is to do what is best for our students. This is our central focus!

I welcome your questions and input as we move into the fall semester.

This plan has been developed using guidelines provided by the [Province of Alberta](#) and [Horizon School Division](#). It is important to note that we will be reviewing this plan and will provide updates as deemed necessary. As new research and AHS guidelines become available we will be updating our plan. Please know you can always ask questions as we journey through this together.

-- Beginning of Day Process --

Staff Entrance -- Staff may enter through either of the front doors. They must sanitize their hands as they enter. Sanitizing stations will be available at every door.

Traveling to School -- **Students will not be allowed into the school until 8:20 each day.** Supervision at sanitization stations is required prior to students entering.

Bus Policy -- working with First Student and Horizon School Division ---

Where possible parents are encouraged to drive their children to school to decrease the transportation density.

Students will be grouped with other family members and begin filling from the back of the bus. All buses will have assigned seating. Students are required to wear a mask on the bus. As students board the bus they will sanitize their hands.

Buses will arrive at staggered times to eliminate crowding at the school doorways.

Student Entrance -- **Student screening** will occur at home by parents. If a child gets on the bus or is brought to the school the parent is saying they have gone through the screening process and their child is safe to attend school.

Please see *appendix 4*
(updated November 2, 2020)

Buses will have a staggered entry onto the school property. This will help reduce numbers entering the school at one time.

Students will be assigned a door to enter the school through. This will help prevent congestion and crowded doorways/ hallways. **Each entrance will be supervised by a staff member and will require students to sanitize as they enter.**

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|---------------------|--|------------|
| - Grade 1/2 and 3/4 | through the front door | Malinowski |
| - Grade 5/6 | through the side stairway door | Quinn |
| - Grade 7/8 | through the junior/ senior high front door | Cayford |
| - Grade 9/10 | through the side stairway door | Sweetman |
| - Grade 11/12 | through the multi-purpose door | LeFrancois |

- Mrs. Greene and Mrs. Garty will be in the hallways and classrooms upstairs and downstairs

Late Drop Off -- **If a student is being dropped off at a later time the parent should call the office and provide information regarding the late drop off.** The secretary will meet the child at the front door and ensure proper sanitization occurs.

Upon sanitization, students will **go directly to their classroom** (while ensuring physical distancing). Students and staff are expected to sanitize upon entry to the classroom. Students will keep all personal items (backpack, jacket, etc.) with them at their desk. We will not be using lockers for the first part of the school year.

-- Screening --

Visitor Entrance -- **We encourage all visitors to make an appointment prior to arriving at the school.** Unfortunately, all our doors will be locked. Visitors will use the front door after ringing the doorbell and the secretary will meet them at the entrance with screening questions. Those with any symptoms or contact with those showing symptoms will not be allowed in the building. Please see *appendix 1* for this process.

Pre-existing Symptoms -- **The secretary will keep a record of student symptoms when parents call-in.** Students are required to get a COVID test or doctor's note to show symptoms are not COVID related. This will be the student's baseline health. Written confirmation by a physician that a student or staff member's symptoms are due to a chronic illness is not necessary but would help establish a common understanding. Repeat testing is not indicated unless the nature of the symptoms change (chronic cough worsens). Please see *appendix 2* for this record.

At School Sick Protocol -- **Staff and the school office will ensure protocol is completed when a child becomes ill at school.** Please see *appendix 3* for this process. The school principal will follow-up with the family for additional steps (10 days away from school/ COVID testing/ plans for continuing learning).

If a staff member becomes ill a substitute teacher will typically be called. Another staff member will supervise the class until the substitute arrives. **The ill staff member will leave the school immediately.**

In both cases all areas where the child or staff member has been will be sanitized. All disposable PPE will be discarded. Any staff who had contact will be asked to wash their hands and sanitize.

-- Cohorting --

A cohort is a group of students and staff who remain together. Building cohorts allows for easy contact tracing and limited contact within the school setting. Students will remain in their cohort as much as possible.

Assigned Seating -- **Assigned seating will be mandatory in all classes.** Flexible seating may be an assigned option for optimal learning but this will happen on a weekly basis and be disinfected prior to a new student using the seating option.

Recess and Breaks -- See **fall schedule** for staggered or positioned recesses, breaks and lunch times.

-- Face-to-Face Learning --

As announced, we will be returning to in-class learning. The parameters around this allow for a cautious re-opening of schools. We will continue to evaluate our plan as guidelines are adjusted. Please note the following:

- Our adjusted timetable will accommodate cohorts of students.
- Desks have been placed in classrooms allowing for 2m of physical distancing where possible.
- Students who become ill and are required to stay home but will be able to join classes through zoom. Digital assignments will continue to be sent home for students who are ill.
- We understand these are difficult decisions for parents. Please be in contact with Mrs. Gartly if you are thinking of Learning at Home. We are committed to working with you.

*Note: It would be easiest to just stick students in a desk and eliminate all “extra courses” (PE, music, art, etc.). We are not prepared to do this as true learning engages all parts of the brain and these “extras” only enhance learning.

Elementary Option Classes -- For the month of September we will be doing art (with no shared supplies) and an enhanced math/ language arts time.

Work Experience Classes -- These classes will resume as long as the risk of infection is mitigated for all participants. Assignments will be reviewed and coordinated through Mrs. Gartly.

Physical Education -- Our PE teachers have been working hard to design classes that are active but more independent. For example our grade 9 - 12 class will be using an app to work on a personal workout regime that is built around their personal skill and ability.

- We will begin with all PE classes outdoors. Students are encouraged to bring lots of deodorant to school:).
- All shared equipment will be sanitized before and after each use.

Music -- We are looking at some great alternatives for music (eg. ukeleles, drums, body percussion, etc.)

Library -- Our library will be used on a minimal level through the month of September and October. That being

said, if students are wanting to sign out a book arrangements can be made with Mrs. Gillespie. We want to encourage reading but we will need all adult hands in classrooms to get the year started.

Staff working less than 2m from a student -- In this situation (eg a support staff member with a student), a mask will be provided for the staff member.

-- Lunch Breaks, Hot Lunch, Snack Shack and Nutrition Program --

Unfortunately, we will **not be serving hot lunch** for the first part of the school year. We will reevaluate this as provincial guidelines change.

As previously stated, **microwaves will not be available**. We will continue to reevaluate this.

Assigned Eating Area -- Each grade has been assigned an eating area for lunch.

After lunch is complete students must **sanitize their eating area**. Supplies will be provided.

Physical-distancing protocols will be required in all lunch areas.

Going Uptown -- Junior and Senior High students will be permitted to go off-campus during lunch, however, they will require a note from a guardian or parent giving them permission to leave the school property. They will also be required to sanitize at the doors as they re-enter the school.

Nutrition Program -- Our nutrition program will continue but not in a self-serve manner.

A support staff member (with gloves and proper sanitation) will distribute snacks to all

students. If a student does not want a snack they can opt out during the distribution.

A staff member will distribute cutlery, napkins and other items as needed.

Our nutrition program will switch to pre-packaged items (granola bars, yogurt, dried fruit, apple sauce and other prepackaged items).

Water Fountains -- We will not be using water fountains. Instead students are **encouraged to bring a full water bottle to school** and use the two bottle filling stations to refill their bottles.

-- General Building Safety --

Sharing of Supplies -- In very rare situations, **if items are shared, they must be disinfected between uses.**

Use of Hallways -- Hallways will be marked to guide students of one-way traffic as much as possible. Physical distancing of 2m is encouraged whenever possible. We have marked our schedule so only one cohort should be in the hallway at a time.

Masks -- Masks are effective when physical distancing is not possible. Students are encouraged to bring a mask with them for these times. We have done our best to organize classes allowing for physical distancing but there may be times where a student would prefer to wear a mask. Masks are required from grade 4 and up when in close proximity to others. Masks are also required for all staff and visitors.

Sanitization -- Sanitization supplies will be available in every classroom. Students will sanitize their learning area at the beginning and end of each class. Even if students remain in the same room they will still sanitize as a preventative measure.

Procedures for Cleaning -- Custodians are working with the Horizon maintenance department to ensure high touch surfaces and washrooms are cleaned both at the end of the day and throughout the day. Supplies are also available for sanitization of equipment and staff will be trained in these protocols.

General Assemblies -- School assemblies or other large gatherings (e.g., concerts or dances) will be avoided virtual options will be offered instead of in person gatherings.

-- End of the Day Process --

Pick-Up of Students -- Students will be sent out to meet their parent. Parents will not be allowed in the school for pick-up.

Bus Pick-Up -- Dismissals will be staggered for cohort groups at the end of the day. Younger students will start early to ensure buses can leave close to regular time.

-- Communication with Parents and Students --

We will continue to use both our website and facebook to post updates.

Often we will also contact families individually to ensure everyone has received the same message. It is important that both staff and student families are making an effort to connect with each other. We want to journey well together.