



SLA 2020-2021 School Re-Opening Operational Management Plan

This plan was developed in consultation with our Regional Education Officer and the Department of Labour and Advanced Education (Occupational Health and Safety Division), and was informed by the following documents:

COVID-19 Guidance for Musicians (Vocalists and Instrumentalists) - July 14th, 2020

<https://novascotia.ca/coronavirus/docs/COVID-19-Guidance-for-Vocalists-and-Instrumentalists.pdf>

Nova Scotia's Back to School Plan, Department of Education and Early Childhood Development - July 2020

<https://novascotia.ca/coronavirus/docs/back-to-school-plan.pdf>

Nova Scotia's Back to School Plan: Executive Summary - July 2020

<https://novascotia.ca/coronavirus/docs/back-to-school-plan-executive-summary.pdf>

Nova Scotia Education and Early Childhood Development Back to School Online Directory

<https://www.ednet.ns.ca/backtoschool>

The August 14, 2020 "Use of Masks in School – Update" (corresponded by email)

<https://www.youtube.com/watch?v=fo-QHDGZk5M>

Dear SLA Families,

This plan has been developed in response to the new standards set by the province for safe school operation. It is currently a draft document, as it has not received final School Board approval (such approvals are delayed given that families are squeezing as much out of the summer as they can). Regardless, this should give you a clear picture of what life at SLA will look like in the new school year. This plan, with any necessary edits and changes, will be voted as official at the September School Board meeting. You will be informed as updates are made to the plan. The plan has been alphabetized into key headings for your convenience. I am only too happy to answer your questions or address your concerns; please email them to principal@sandylakeacademy.ca God's richest blessings on each of your families as you enjoy the final days of summer together.

Sincerely,

Steve Kibbee, SLA Principal 2020-2021

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Absences

The usual absence policy as delineated in the 2020-2021 SLA Parent-Student Handbook, while applicable in the event of unexcused absences and tardies unrelated to illness, will be superseded by a policy that is sensitive to the precautions being taken with regard to (potential) illness. There will be times that students, for no fault of their own, will not be permitted to attend classes in person while: awaiting test results; displaying symptoms of illness, or; recovering from illness. In this case, the teachers will make every effort - through regular communication and virtual posting of assignments and assessments - to ensure the student has the opportunity to remain up to date in their learning while not being penalized with an absence.

After School Care

SLA is currently waiting upon a guidance document from the Regional Education regarding the safe operation of our After School Care program.

Alternative Scenarios

The province may declare that school be moved to either (1) Blended Learning in which JP-8 students continue education on-site while grade 9-12 students transition to distance learning along with partial in-school programming [note that because of the nature and size of the SLA 9-12 cohort, we may be able to keep all students in school], with the rearranging

of classrooms to facilitate two-metre physical distancing, or (2) At-Home Learning in which all teaching and learning happens remotely. SLA will be prepared to transition to either scenario with no delay or disruption, and will work hard to ensure that all students have access to the appropriate technology should learning transition to a fully online platform. Teachers at the grade 1-12 level will be incorporating Google Classroom into their instruction so as to familiarize students and their families with the learning platform.

Assemblies

Assemblies may take place as long as cohorts are physically separated from one another either outside or in the gymnasium. Given the small size of our student population, we are able to comfortably accommodate assemblies while still maintaining cohort separation and physical distancing of groups.

Assessment

Quarterly Report Cards will be issued for all classes. All grades will be entered and kept up-to-date in Renweb regardless of whether learning is happening on-site or online. SLA remains in touch with the coordinators of the cat5 standardized testing online pilot program being planned for 2020-2021.

Birthdays

SLA students can still celebrate birthdays together. These celebrations will take place within class cohorts only, and guests will be limited to the parents of the birthday boy/girl. Parents will need to communicate with teachers well in advance when planning birthday celebrations. The food provided must be handled only by the teacher and/or parents.

Classrooms

Classrooms will be arranged so as to maximize physical separation between students, though 2m physical distancing will not be practiced. Furniture may be rearranged in classrooms or removed entirely to accomplish this goal. Teachers are being encouraged to maximize the amount of outdoor class time, and to keep a constant supply of fresh air in the class through the opening of windows when practical. Students will be supported to minimize direct physical contact.

Cleaning

General environmental cleaning and disinfection throughout the facility will occur daily. High-touch surfaces such as doorknobs, railings, bathrooms, desks, tables, and light switches will be cleaned twice per day. Shared devices will be cleaned after each use. SLA is currently collecting quotes for a cleaning of its ventilation system.

Cohorts

SLA students will be grouped into “cohorts” so as to minimize potential transmission of illness throughout the student body. Cohort will include JPP-2, 3-6, and 7-12. For events or activities in which cohorts have to necessarily be present together, appropriate physical distancing will occur between the cohorts.

Daily Checklist

SLA will share the Covid Daily Checklist with students and parents, and will resend them when updates are made. It is the responsibility of staff, students, and parento to self-screen before coming to school.

Events

Many of our school events will go virtual this coming school year, including (but not limited to): Parent-Teacher Conferences, which will be held online or by telephone Open House, which will be hosted on site by teachers but attended virtually by parents

Field Trips

Field trips will generally be avoided that require transportation or entry into another facility/building. Please note that this does not mean there will be no field trips. Specific rules will apply for transportation. Face masks are to be worn in shared vehicles when 2m of distance can't be maintained for drivers and students in grade 4-12. Shared vehicles should be wiped down and disinfected before and after group shared use.

Whenever possible, travel groups will be chosen based upon cohorts; specific travel groups will be formed in the event of regular trips off campus. The specific organizational requirements for any business or site we visit will be adhered to.

Food and Hot Lunches

SLA will continue to offer its hot lunch program this year. All food will be served by staff/volunteers, and no potluck or buffet style meals will be permitted. Children will not be permitted to cook any food intended for anyone but themselves. Hot Lunch food will be delivered to limit the interaction of cohorts and social gathering.

Healthy Living

SLA encourages all students, parents, and staff to seek physical, social, and spiritual wholeness through the counsels laid out in God's word. We encourage you all to rest well, stay hydrated, choose (mostly) whole unprocessed foods, exercise regularly, get outside, and put your trust in your loving Creator. And remember, "God has not given us a spirit of fear, but of power and of love and of a sound mind." ~ 2 Timothy 1:7.

Lockers

Nova Scotia's Department of Education and Early Childhood Development (EECD) is requiring that lockers not be used. SLA will be adopting a cohort-based locker system by isolating or moving the lockers

to new and separate locations for use by the 4-6 and 7-12 cohorts of students.

Masks

Masks will be required for all grades 4-12 students and teachers in their classrooms unless all of the following apply; (1) they are seated at their desks, (2) are separated by at least 2 metres, and (3) are facing the same direction. They must also be worn by all individuals (excluding grades JP-3 students) in hallways and other common areas if a two-metre distance cannot be maintained. This will apply to visitors and service workers as well. JP-3 teachers will only need to wear a mask when unable to physically distance. Face shields cannot be used in place of masks. Masks are never to be shared. Yes, it has happened!

Meetings

Parents may schedule meetings with the Principal, Treasurer, and Teachers. Unless absolutely necessary, we are encouraging virtual meetings (Zoom, Hangouts, Messenger, Meet, etc.) or email exchanges. Meetings must be scheduled in advance.

Music

Specific music guidelines are currently being developed in consultation with SLA Music Director Mr. Dias. The current approach would see a focus on individual and small group vocalists and instrumentalists, an emphasis on physical distancing, an increase in outdoor learning, cleaning of common surfaces in between classes, emphasis of

instrumental over vocal content, and minimization of shared equipment. Equipment that is shared will be sanitized and cleaned between each use. The Music class divisions will be as follows: JPP, 1/2, 3/4, 5/6, and 7-12.

Physical Education

The province is in the final stages of developing guidelines for sports and other physical recreation. This will impact our specific planning for PE and acrobatics classes. SLA will be emphasizing outdoor activity, regular sanitization and washing, and limiting the amount of close physical contact in its choice of activities. The Phys. Ed. class divisions will be as follows: JPP-2, 3-6, and 7-9.

Personal Protective Equipment (PPE)

SLA will keep a limited supply of Personal Protective Equipment (PPE) on hand for use by staff and students, though individuals who choose to don such equipment are encouraged to keep a ready personal supply available.

Recess

Elementary recess and lunch will be separated by cohorts. Students do not need to wear masks outside or while eating as long as they are not in close proximity with one another for long periods of time.

Records

SLA will keep records of staff and student absences, and will report unusual

symptoms or absenteeism of >10% to Public Health. A record of all visitors who have entered the school will be kept on hand in the office for contact tracing.

Sanitization Stations

Sanitization stations will be placed throughout the school in conspicuous places for student, staff, and visitor use. Hand cleaning will be required before entering the school and classrooms.

Screening

Anyone feeling ill during the day will go home as quickly as possible. SLA will set up an isolation space where students can wait until their parents arrive. If any student in school contracts Covid-19, Public Health will be alerted immediately. Parents are encouraged to call 811 with any specific questions about or related to Covid-19. Note that one (1) confirmed case of Covid-19 in a school is considered an outbreak.

Sharing

The sharing of any personal items including (but not limited to) handheld devices, food, and class supplies is prohibited. You may be sharing more than you intend to! Learning equipment will be cleaned between each use.

Signage

Laminated signage pertaining to proper handwashing technique, physical distancing, sanitization, and information

about Covid-19 will be placed conspicuously throughout the school.

Staff

Each SLA teacher will be responsible for the day-to-day sanitation of high touch areas in their classrooms. Staff will wear masks when unable to physically distance from their students and colleagues. We will communicate regularly with parents to ensure that they are satisfied and at ease with the arrangements and protocols practiced in the classroom.

Student Learning

Teachers will be spending instructional time at the beginning of the year assessing where students are in their learning, and responding instructionally to cover any gaps that may exist due to the 2019-2020 school closure and transition to online crisis schooling.

Student Drop-Off/Pick-Up

Parents must ensure that all pick-ups and drop-offs occur outside the building so as to minimize crowds in the building. Supervision staff will assist in this. SLA opens at 8 am, so students are not permitted to be dropped off before that time. Students will be dropped off in the parking lot or at the front of the school. Please be mindful of playing children; we will be taking every opportunity to get them playing outside. Supervision will occur between 8:00-8:15 am and 3:35-4:00 pm. Students will either be in the gym or outdoors during these supervised times;

we will no longer be using the space between the front double doors during supervision time. There will be two supervising teachers; one near the parking lot and one with the students. When parents arrive for pick-up, they will park in the parking lot and communicate with a teacher on supervision upon their arrival. The supervising teacher will then locate the student(s), who must depart immediately. The designated outdoor cohort areas are as follows: JP-2 and 3-6 will alternate between use of the play equipment and the island by the parking lot; 7-12 students will have use of the basketball court and the picnic tables around it. Due to more stringent requirements surrounding contact and crowds, students must vacate SLA as soon as their parents arrive; they are not permitted to continue to play and parents are not permitted to stay back and supervise. Parents of JP-6 students must either (a) pick up their child(ren) by 4 pm (M-Th)/12:30 pm (F), or (b) enroll them in After School Care. Students will not be permitted to wait in the building after 4 pm. Grade 7-12 students must wait outside after 4 pm (M-Th)/12:30 pm (F).

Technology/Computer Lab

Cleaning supplies will be made available to ensure that all devices are cleaned between use. Cleaners will be placed on a schedule to ensure that these shared devices are cleaned at the end of the day.

Visitors

SLA will be adopting usage guidelines for after-hour group use. Essential visitors (this includes parents and guardians who enter the school) will complete a verbal checklist to confirm they have no symptoms consistent with Covid-19 and are not required to self-isolate. A list of all essential visitors with confirmation that they have been screened will be kept on hand. Visitors are expected to wear a mask in the building if unable to physically distance (excluding the JPP and 1/2 classroom). Every visitor must sign-in with the office (arrival and departure) for contact tracing purposes. Please note that parents are not permitted to visit the classrooms without first making arrangements with the teacher. We wish to make parents a part of daily SLA life while at the same time adhering to what has been recommended for the safe and healthy operation of schools; thank you for your patience and understanding as we seek to meet both of these important objectives.

Volunteers

Volunteers are an essential part of the SLA story. Without them, so many of our amazing events - big and small - simply could not happen. Being a smaller school, SLA is positioned to accommodate a limited number of regular volunteers on

our campus. Note that volunteers can help in many ways remotely; this can be through their prayers, sharing resources, and preparing things at home (food, crafts, etc.) for school use. However, some on-site volunteers are essential to our program. SLA administration will be sending out a simple Google Form to gather information about people who would like to volunteer on-site, and in what capacity. All volunteers will need to sign in and out of the school, and consent that they have completed their self-screening for symptoms of illness.

Waiting Area

In the past, students have gathered between the double doors before and after school. This year, SLA will set up cohort waiting areas within the school to avoid the congregation of large crowds in a small space. Doors will not be unlocked until 7:45 am and will be locked at 4 pm sharp , so please plan your drop-offs and pick-ups accordingly.

Water

SLA is currently looking into purchasing a water bottle filling station. In the meantime, please ensure that your child arrives at school with sufficient water for the day. Water will be made available for purchase until a filling station is installed.