

Ochre Park School
Relaunch Guidebook
2020-2021



Please refer to the SPS Relaunch Guidebook for Division Guidelines

Sturgeon Public Schools Relaunch Guidebook

Government Guidelines for School Re-entry:

[Alberta K-12 School Re-Entry Website](#)

[Alberta 2020-2021 Parent Guide](#)

[Get the Facts: Back to Class for 2020–2021](#)

[Returning to School Safely – Junior and High School Students](#)

[Returning to Schools Safely – Elementary Students](#)

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School Operations – what school will look like

Exterior School Doors

- All exterior doors will be locked during the day.
- If someone is required to enter the school during the day, they either need to make an appointment ahead of time, or call the school while waiting at the front door and someone will let them in. Masks will be mandatory.
- Students will be using the same entrance at all times throughout the day
 - Pre K - North Doors by parking lot
 - K - Front door - main entrance
 - 1G, 3/4W - South Doors
 - 2B, 1/2T and 4G - West Door

Student Arrival and Entry

- Buses will be unloaded one at a time starting at 8:40.
- Students will go to designated door and place outside shoes on assigned shelves and go immediately to homeroom
- Students that ride their bike or walk to school should time it so that they are not arriving before the 8:40 bell. Then they will go directly to their designated door.
- Students that are getting driven by parents should wait in the car until 8:40 and then proceed to their designated door. There will be supervisors outside to help direct children to their designated doors.

Student Flow within the school

- Hallways will be one way, students will travel through school in a clockwise direction. There will be directional arrows on walls.

Masks

Students (grade 4) are required to be wearing their masks on the first day of school. Parents may either schedule to pick up their child's masks from the school prior to the first day or send their child with their own mask on the first day.

Proper mask use will be taught and promoted. It is our collective responsibility to adhere to mask protocols. Two reusable, non-medical masks will be provided to each student. Parents are asked to consider supplying extra masks for their child. Used/soiled masks will be sent home daily for cleaning.

We encourage families to practice proper mask protocols prior to coming to school.

Recess/Breaks/Playgrounds

- The playground will be divided into 6 designated play areas.. Each classroom cohort will be assigned an area for the day. Students will rotate through the various areas throughout the week.

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- Teachers will dismiss classes for recess one at a time so that there is no more than one class in the boot room at a time.
- Supervisors will enforce playground procedures that support as much physical distancing as possible while making use of playground equipment.
- Students will practice proper hand hygiene before going out for recess and immediately following recess
- When shared toys and sports equipment are used on the playground, they will be cleaned and disinfected before and after each use
- each class will have a designated spot to go to at the end of recess and will be allowed into the school one class at a time

Playground use - before and after school

Schools will not be assigning staff to supervise playground equipment before and after school. To support safety, this equipment will be off limits to students during these times.

Families who wish to take children to the playground at other times of the day are encouraged to follow the province's [Guidance for Playgrounds](#) to use the equipment as safely as possible.

Snack time

- Students will have their lunch kits under their desk to minimize transitions
- Students will wash their hands with soap and water before eating snacks.
- Once students are finished eating, they will put any garbage in a plastic bag in their lunch kit (provided from home).
- All juice boxes, etc. will go back in their lunch kits. (recycle bins will not be available) -
- Lunch kits will stay at their desk until after lunch, to minimize transitions - Students will wash their hands before leaving for recess

Lunch time

- Students will be asked to practice physical distancing guidelines while eating lunch to the best of their ability
- Students will not share utensils, dishes, water bottles or drink containers.
- Use of microwaves is not allowed
- Children must bring a lunch that they access independently
- Students will wash their hands with soap and water before and after eating lunch.
- **There will be no Hot Lunch program until further notice**

Breakfast Program

Ochre Park will be offering the nutrition program again.

For classroom meals:

- Breakfast will be served as pre-packaged meals or meals served by designated staff.
- Food handling staff will practice meticulous hand hygiene and are excluded from work if they

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are symptomatic.

- Students will eat at their own desk.
- There will be no sharing of common food items (e.g., salt and pepper shakers, ketchup).
- Food service establishments will follow the Alberta Health restaurant guidance posted here.
- More information on our breakfast program will be coming out at the beginning of September.

Physical Education

- Physical education will be held outside when possible
- Students will be socially distanced while waiting for teacher instructions or the instruction will be provided in the classroom.
- Students will practice proper hand hygiene before and after gym class.
- when using the gymnasium - doors will be propped open for increased ventilation
- vinyl dots will be placed on walls around the gym for student to stand at when waiting for instructions or watching demonstrations
- When equipment is used it will be placed in a bin for sanitation before being used again.
- A range of activities will be planned
 - Individual pursuits; dance, movement, locomotor skills, gymnastics
 - alternative environment - land-based activities,
 - exercise without equipment,
 - fitness, mindfulness
 - target games
 - Work in small groups / stations / zoned games / outdoor spaces
 - Use grids on gym floor

Music

Music teacher will go to each classroom rather than Music room

- Vocal Music - Alternatives to singing will be used when possible, these could include:
 - Rhythmic Speaking, with an easy transfer to body percussion
 - Humming
 - Guided listening
- Movement:
 - Adhere to social distancing, use hoops, skipping rope or tape to mark spaces

Library

- Follow provincial guidelines for library relaunch
- Monitor for physical distancing in the library
- One class in the library at a time
- Self-serve check in/out
- Library books are quarantined for 72 hours before re-shelving
- Hands sanitized before and after entering the library
- No carpet time

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- No access to soft surfaces
- High touch surfaces disinfected between class cohorts

Student Groups/Cohorts

At Ochre Park School, each homeroom class will be considered a cohort.

End of School Day

Students that are walking or getting picked up will be dismissed at 3:00. They will exit their designated door and walk behind the school to the sidewalk at the North end of the school. Under the direction of a supervisor, students will proceed to walk home or go to their parent's vehicles. Bus students will be dismissed at 3:05, one class at a time, and will exit the school and go immediately to their bus.

Extra-Curricular Activities

SPS extra-curricular athletics and fine arts performances are suspended until further notice.

Supplies and Storage

- Students will keep their own supplies in their own desks.
- Excess supplies will be packed in zip lock bags that are clearly labelled with the student name. These will be stored until the student require more supplies.
- Lockers that are in the classroom will be used in limited and controlled ways to allow physical distancing.
- In some classes, students may be provided with a personal basket that is clearly labeled for extra supplies that are needed throughout the school day.

Washrooms

- students will use the bathroom that is closest to their home room.
- teachers will monitor the number of students going at one time.

Hand sanitizing

Sanitizer stations will be available at all entrances and outside of classrooms. It is expected that hand sanitizer will be used by anyone entering the building. If your child has a medical exemption from using sanitizer, please let the office know.

Early Childhood Education - Staggered Entry Guidelines

Children will begin staggered entry as per usual practice.

During staggered entry the following measures will be implemented:

- Only 1 parent will be allowed to accompany their child
- Maximum number of children will be 6

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- EA's will sanitize materials (toys, manipulatives) and furniture immediately following the class time. Mouthed toys will be immediately put into a designated cleaning bucket to be disinfected.
- Classroom spaces will be marked with tape, hula hoops or place markers to ensure appropriate physical distancing is maintained.
- Staff ratio will be increased by having therapy assistants and consultants available. 1:2 for staggered re-entry days.
- Visuals and social stories about cleanliness, handwashing and social distancing will be implemented.
- Only 2 children will be permitted at each center.
- Toy collections will be established based on class groupings

Other

Individuals who have allergies or ongoing health issues and who are exhibiting COVID-like symptoms must be tested at least once according to Alberta Health Services. This will establish a baseline for the individual. If symptoms change (worsen, additional symptoms, change in baseline) the individual must stay home and be tested and cleared. Schools will track typical symptoms that may be confused for COVID-19 for students as they would with other medical conditions.

Should a child need to stay home for a period due to illness, classroom teachers will provide key work for the student to be able to work on while at-home. Homework bundles or tasks would be provided to the student by the regular teacher, but they would not be engaging in at-home learning as was provided through Continuity of Learning.