

WINSTON CHURCHILL HIGH SCHOOL RE-ENTRY PLAN



NOTE: 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 also shift how WCHS conducts its operations before students return or at any time during the school year. As the situation evolves, WCHS will update and adjust the plan, as necessary, according to the status of COVID-19.

Last updated: August 21, 2020



Winston Churchill High School 2020-2021 School Year

Re-Entry Information

Welcome back to school! We are excited to begin the 2020-2021 school year and look forward to welcoming our new grade 9 students as well as our returning grade 10-12 students. For our new students joining our Churchill family, we look forward to meeting you. There are many things to consider as we begin to plan for the upcoming school year. While we realize that this is a challenging time for everyone, we will endeavour to make decisions with the safety and needs of our students, staff and families at the forefront. As we work through this re-entry process, we ask that you are flexible and adaptable to what works for our WCHS community.

Background Information: Guiding Principles for Re-Entry Planning

- The health, safety and well-being of students and staff is a priority.
- Decisions were made with the following in mind and in this order: Safety, Wellness, Learning, and Achievement.
- Lethbridge School Division will attend to the protocols established by Alberta Health Services and Alberta Education in all aspects of schooling, with the focus on student learning.
- We respect that parents are the first educators and primary decision-makers for their children.
- Students and staff who are vulnerable require attention to accommodations.
- Students will have quality learning opportunities that are guided by Alberta Education mandates and the provincial Programs of Study.
- Staff will have access to the professional learning, collaboration and support they need to grow the instructional practice in all potential methods of delivery.
- Consistency of program delivery over time is important for the sound allocation of staffing and resources.
- Consistency of universal expectations and protocols for safety for ALL people - staff, students, parents, visitors, etc. within our building.

Overall, the *WCHS Re-Entry Plan* ensures the transition back to school is smooth, and that operations take place in the safest way possible. It is essential families and students understand and adhere to the guidelines, so the risk of transmission remains low, and students continue learning in a safe classroom setting. Through a combined effort, everyone within WCHS is safer, healthier, and better prepared for success as the pandemic continues.

HELP PREVENT THE SPREAD

All Albertans have a responsibility to help prevent the spread of COVID-19. Take steps to protect yourself and others:

- Practice [physical distancing](#) and wear a non-medical face mask in public.
- Practice good hygiene and respiratory etiquette.
- Avoid carpooling with people outside your household and avoid overcrowded spaces.
- Monitor for symptoms related to COVID-19—such as fever, cough, runny nose, sore throat, shortness of breath, loss of smell and taste, aches, pink-eye, nausea.
- Self-isolate for the legally required 10 days if you have any symptoms not related to a pre-existing illness or medical condition.
- Self-isolate for 14 days and monitor for symptoms if you are in close contact of a person who tested positive for COVID-19.
- Take the [COVID-19 self-assessment tool](#) to access health-care advice and testing.

[Learn more ways to prevent the spread](#)

Health and Safety

- Every student, staff, and visitor will complete the daily [COVID-19 Screening Questionnaire](#) before entering WCHS.
- No one is permitted inside WCHS if they have symptoms consistent with COVID-19—unrelated to a pre-existing condition.
- Hand sanitizer provided by WCHS, in multiple locations (exits and entrances to building and classrooms).
- Implement physical distancing, class groupings, and the use of personal protective equipment.
- Protocols to reduce congestion in high-traffic areas—hallways, cafeteria, offices.
- Prohibit large-group gatherings—assemblies, field trips, tournaments, performances.
- Avoid shared-use items, supplies, and equipment.
- Strict protocols about food handling and food sharing.
- High-risk activities prohibited— athletics, wind instruments, cheering.
- Provide access to mental health supports for students and families.
- Regular and ongoing cleaning and disinfecting throughout the school and high-touch surfaces.
- Use of masks—applicable to all staff, students, and visitors.

USE OF PERSONAL PROTECTIVE EQUIPMENT: FOR ALL STAFF AND STUDENTS

Globally, governments and medical experts recommend the general public wear masks to prevent and slow the spread of COVID-19. The province and regional municipalities also recommend using masks—for anyone who is two years of age or more—when physical distancing isn't possible. Similarly, Alberta Education is mandating the use of masks for all students in grades 4 to 12, when physical distancing isn't possible. In fact, the province is funding the purchase of two reusable masks for each Alberta-based student and school division employees. The province is also providing schools with additional single-use masks, thermometers and face shields.

Within WCHS, the goal of the school re-entry plan is to ensure everyone's health and safety. We are using class groupings and physical distancing strategies to mitigate the virus's transmission. However, we can't guarantee physical distancing by all individuals at all times. Wearing a mask is one way to ensure students and staff are protected and supported. As such, **any person entering WCHS must wear a non-medical mask or face-covering unless exempt.** Those without one have two options: not enter the facility or wear a single-use mask supplied by WCHS. Individuals who choose not to are prohibited from entering until a mask is worn. An at-home learning option is available to students who choose not to wear a mask.

WHO IS EXEMPT FROM WEARING A MASK?

Children in kindergarten to grade 4: They may not understand the reason behind wearing a mask, and have a hard time putting it on, removing it, keeping it on, and not touching it.

Those with underlying medical conditions: if the condition inhibits their ability to wear a mask. Conversations about unique needs will take place with administrators.

NOTE: Masks are required by everyone when physical distancing is not possible.

Physical Health

DO NOT come to WCHS if you are feeling unwell. Any individual who becomes symptomatic—a cough, fever, shortness of breath, runny nose, sore throat, nausea, loss of smell or taste, body aches, pink-eye—or feels sick in any way during the school day or workday must leave the building and not return until the time recommended by the Chief Medical Officer of Health and Alberta Health Services. Typically, the required time away is 10 days, or until symptoms resolve. Students who can't immediately leave the building, must go to the school's isolation room and wear a face-covering until a family member picks them up within one hour.

Families: Please ensure the school has current [emergency contact information](#) on file, and that those listed are prepared to respond immediately. After leaving WCHS, complete the online [COVID-19 self-assessment tool](#). The tool advises if testing is required and allows users to book an appointment immediately. Anyone who tests positive for COVID-19 is asked to notify WCHS to ensure proper cleaning and public-health measures are followed.

If a child develops symptoms because of a known pre-existing condition, such as allergies, the child must be tested for COVID-19 to confirm it's not the source of their symptoms. A note from a physician, confirming the symptoms are consistent with another condition, may be requested

SHOULD I GO TO SCHOOL?

- I have one or more of the following symptoms: cough, fever, shortness of breath, runny nose, sore throat, nausea, loss of smell or taste, body aches, pink-eye that isn't related to a pre-existing health condition—use the [COVID-19 self-assessment tool](#) for further health-care advice.
- I feel sick—use the [COVID-19 self-assessment tool](#) for further health-care advice.
- I was in close contact with someone who is ill with symptoms typical of COVID-19—use the [COVID-19 self-assessment tool](#) for further health-care advice.
- I just returned to or entered Alberta from outside Canada—self-isolate for 14 days.
- Someone I'm in close contact with tested positive for COVID-19—self-isolate for 14 days, plus an additional 10 days from the onset of symptoms, if they occur.

Anyone who tests positive for COVID-19 is asked to notify WCHS to ensure proper public-health measures are followed

Mental Health and Well-Being

A new virus such as COVID-19 can create anxiety and fear about the present and future. It becomes especially difficult if someone you know is sick or hears troubling messages on the radio, internet, or television. Changes in routines and the continued precautions in place to limit the spread of the virus can also give rise to unexpected emotions and exacerbate pre-existing mental health conditions such as anxiety, depression, or substance abuse. Therefore, mental health and wellness are critical aspects of the *WCHS Re-Entry Plan*.

Key Mental Health and Well-Being Strategies

- Our WCHS Counsellors (Wellness Team) and school-based support teams continue to reach out to students and families to share mental health resources, information, mental health support, and academic support.
- Please reach out to our Wellness Team. They can provide individual support to students and families. You can reach us at 403-328-4723.
- WCHS staff have the capacity to access external resources and supports such as Family and Community Services and Alberta Health Services for students who require intensive assessment and intervention services.

MENTAL HEALTH RESOURCES

WCHS Students: Counsellors and school-based support teams continue to reach out to students and families to share mental health resources and information. For more information visit <https://www.lethsd.ab.ca/departments/counselling-services/community-support>

WCHS Staff: WCHS employees can also access a variety of supports, including access to information, resources and professional services. For more information visit ASEBP or <https://homeweb.ca/> or contact them at 1-800-663-1142 (Homewood Health).



Cleaning and Hygiene

To ensure the health and safety of all students and staff, enhanced cleaning protocols are in place at WCHS—all of which follow provincial public-health guidelines.

CLEANING AND HYGIENE PROTOCOLS

- ongoing cleaning and disinfecting of the school—entrances, classrooms, auxiliary spaces, desks, chairs, tables, walls, technology, and other equipment.
- increase frequency of day-time cleaning of high-touch areas such as doorknobs, light switches, handrails, bottle fillers, bathrooms, and elevator buttons.
- increase frequency of cleaning and disinfecting of washroom and sink faucets.
- organizing school space to allow for physical distancing, when possible.
- cleaning and disinfecting of classrooms and desks after student use.
- cleaning and disinfecting of shared use items.
- limits on bathroom occupancy and frequent cleaning of washrooms.
- locate hand sanitizing stations within or near every classroom.
- systematically refill soap and hand-sanitizer stations; and
- teach and reinforce respiratory etiquette.

HAND-HYGIENE BREAKS

- entering and exiting the school
- entering and exiting a classroom
- before putting on and after taking off a mask or face-covering
- using the washroom
- using a tissue
- coughing or sneezing into hands
- before and after eating
- after a physical education class or outdoor play
- after using shared items
- after using a high-touch surface

PRACTICE GOOD HYGIENE

- wash hands often for at least 20 seconds
- cover coughs and sneezes
- avoid touching the face
- avoid sharing of items
- use face masks
- keep a safe distance between others when possible
- stay at home if unwell

DAILY SCREENING

To ensure schools and Division offices are safe for students and staff, all school staff and families must complete a verbal [COVID-19 Screening Questionnaire](#) every day.

COVID-19 INFORMATION

Screening Questionnaire

COVID-19 ALBERTA HEALTH DAILY CHECKLIST

PARENTS/GUARDIANS/STUDENTS MUST USE THIS QUESTIONNAIRE DAILY TO DECIDE IF THE STUDENT SHOULD ATTEND SCHOOL

The tool is meant to be used to assist with assessing attendees who may be symptomatic, or who may have been exposed to someone who is ill or has confirmed COVID-19.

Attendees should fill out this checklist prior entering school daily. If an individual answers YES to any of the questions, they must not be allowed to attend school. Children and youth will need a parent to assist them to complete this screening tool.

As the COVID-19 pandemic continues to evolve, this screening tool will be updated as required.

Screening Questions

		CIRCLE ONE	
1.	Does the attendee have any new onset (or worsening) of any of the following	YES	NO
	• Fever	YES	NO
	• Cough	YES	NO
	• Shortness of Breath / Difficulty Breathing	YES	NO
	• Sore throat	YES	NO
	• Chills	YES	NO
	• Painful swallowing	YES	NO
	• Runny Nose / Nasal Congestion	YES	NO
	• Feeling unwell / Fatigued	YES	NO
	• Nausea / Vomiting / Diarrhea	YES	NO
	• Unexplained loss of appetite	YES	NO
	• Loss of sense of taste or smell	YES	NO
	• Muscle/ Joint aches	YES	NO
	• Headache	YES	NO
	• Conjunctivitis (Pink Eye)	YES	NO
2.	Has the attendee travelled outside of Canada in the last 14 days?	YES	NO
3.	Has the attendee had close contact* with a confirmed case of COVID-19 in the last 14 days?	YES	NO
4.	Has the attendee had close contact with a symptomatic** close contact of a confirmed case of COVID-19 in the last 14 days?	YES	NO

* Face-to-face contact within 2 metres. A health care worker in a occupational setting wearing the recommended personal protective equipment is not considered to be a close contact.

** 'Ill/symptomatic' means someone with COVID-19 symptoms on the list above

DAILY CHECKLISTS

Before entering WCHS, students, staff, family members, visitors and contractors must complete a mental checklist. Teachers reinforce the checklist with students. Families are encouraged to do so as well.

STUDENT CHECKLIST

USE THIS CHECKLIST TO PREPARE FOR SCHOOL SAFELY

Before you leave home

- Complete the verbal [COVID-19 Screening Questionnaire](#).
- DO NOT leave home if you feel unwell or have COVID-19 symptoms—fever, cough, runny nose, sore throat, shortness of breath, loss of smell and taste, aches, pink-eye, nausea.
- Ensure you have packed all your required supplies, as recommended by the school.
- Ensure you have multiple face-coverings with you—supplied by the student.
- Ensure you have a water bottle, labelled with your name, snacks and we recommend you bring your lunch.

Arrival at school

- Enter the school at the designated time and location.
- Students must wear a mask or face-covering.
- Respect physical distancing guidelines.
- Wash or sanitize your hands as soon as you enter the building.
- Go directly to your classroom.

During school

- Remain with your class and follow physical-distancing guidelines when entering, exiting, and moving throughout the building.
- Wash or sanitize your hands before entering and exiting the classroom, before eating, after using the washroom, before and after mask use, and when directed by WCHS staff.
- Practice respiratory etiquette.
- Eat snacks and lunch in your designated classroom or eating area.
- Refrain from touching your face, eyes, mouth, and mask with your hands.
- Refrain from shaking hands with others and speaking or laughing loudly to prevent the spread of vapour droplets.

Pick up and after school

- Hand sanitize your hands when exiting the building.
- Exit the building at the designated time and location.
- No loitering.
- Respect physical-distancing guidelines.
- Leave the facility parking lot.

STAFF CHECKLIST

USE THIS CHECKLIST TO PREPARE FOR SCHOOL AND WORK SAFELY

Before you leave home

- Complete the verbal [COVID-19 Screening Questionnaire](#).
- DO NOT leave home if you feel unwell or have COVID-19 symptoms—fever, cough, runny nose, sore throat, shortness of breath, loss of smell and taste, aches, pink-eye, nausea—and notify your supervisor.
- Ensure you have disinfected all personal supplies before coming into the workplace.
- Ensure you have multiple face-coverings.
- Ensure you have a water bottle.

Arrival at the workplace

- Enter the school at the designated time and location— wearing a mask or face-covering.
- Respect physical-distancing guidelines.
- Wash or sanitize your hands as soon as you enter the building and classroom.
- Ensure your classroom or workspace was cleaned and disinfected.
- Try as much as possible to physically distance if working outside your cohort group.

During the workday

- Meet students at your classroom, please remind them to sanitize their hands when they enter.
- Remain with your class and follow physical-distancing guidelines when entering, exiting, and moving throughout the building.
- Wash or sanitize your hands before entering and exiting the classroom, before eating and after using the washroom.
- Practice respiratory etiquette.
- Please ensure students are sitting in a seating plan.
- Please ensure students are wearing masks.
- Please ensure classroom is set-up so that students are facing forward.
- When giving instructions or teaching, you are permitted to remove your mask so students can hear you clearly, please ensure you allow for physical distancing (you may choose to wear a face shield).

After school

- Ensure cleaning and disinfecting measures are in place for the classroom or workspace.
- Wash or sanitize your hands when exiting the building.
- Exit the building by 5pm.
- Respect physical-distancing guidelines.
- Leave the facility parking lot.

PARENT AND GUARDIAN CHECKLIST

USE THIS CHECKLIST TO HELP PREPARE YOUR CHILD FOR SCHOOL SAFELY

Before you leave home

- Complete the verbal [COVID-19 Screening Questionnaire](#).
- DO NOT allow your child to leave home if, or a household member is, feeling unwell or have COVID-19 symptoms—fever, cough, runny nose, sore throat, shortness of breath, loss of smell and taste, aches, pink-eye, nausea.
- Have a plan in place to pick up your child in the event they become unwell at school.
- Ensure your child brings the designated daily supplies, as recommended by the school.
- Ensure your child has multiple face-coverings.

Arrival at school

- Drop-off your child at the designated time and location—7:45am.
- Please DO NOT enter the school unless necessary—medical injections, learning supports—or asked by administration. Families must access the school through the front door, wear a mask or face-covering and proceed to the main office.

During school

- Family members can only access the school through the front door.
- Maintain physical distancing.
- Refrain from shaking hands with others and speaking or laughing loudly to prevent the spread of vapour droplets.

Pick up and after school

- No loitering.
- Respect physical distancing.
- Pick up child at the designated exit by 3:05pm (Mon-Thurs).
- Leave the facility parking lot.

VISITOR AND CONTRACTOR CHECKLIST

USE THIS CHECKLIST TO ENSURE YOU ENTER WCHS SAFELY

- Make an appointment to enter the school—non-essential visitors and contractors ARE NOT permitted in the school or workplace without an appointment.
- Before entering, complete the verbal [COVID-19 Screening Questionnaire](#).
- DO NOT enter WCHS if feeling unwell or have COVID-19 symptoms—fever, cough, shortness of breath, sore throat, runny nose, loss of smell or taste, nausea, pink-eye.
- Sign the visitor log at the main office and follow site-visitor protocols.
- Practice respiratory etiquette.
- Practice physical distancing and wear mask or face-covering.

Documents for Winston Churchill High School students

1. Lethbridge School Division Parent Re-entry Guide - <https://www.lethsd.ab.ca/download/283103>
2. Lethbridge School Division Q and A that outline details about safety protocols, in school learning structure and at home learning options for families - <https://www.lethsd.ab.ca/download/283106>
3. WCHS School Map (with designated entrances)- Attached
4. Self-Screening Questionnaire – <https://www.alberta.ca/assets/documents/edc-covid-19-screening-questionnaire-english.pdf>

Parents / Students choosing at-home learning

- At-home learning will be provided to those students who have chosen to have their learning delivered at home due to COVID-19 concerns while in-school classes have resumed. This support will allow students to remain registered at their home school while receiving course instruction through a format of online instruction and independent work. Students will be assigned to “at-home learning” teachers responsible for groups of students organized by grades and subjects (secondary level). The groups of students may be from a variety of schools. The designated teacher will be drawn from a group of teachers who are assigned “at-home learning” instruction. The number of teachers assigned to “at-home learning” will depend on the number of students who select to opt out of “in-school” learning. As such, the teacher may or may not be from the student’s registered school. The common on-line delivery platform for “at-home learning” will be “Teams” – a Microsoft 365 platform that many students and families became familiar with this past spring.
- All students will have a daily and weekly schedule. The level of engagement and rigor will mirror what is expected of a student in school. This does not mean that the entire day will be synchronised on-line (real-time instruction from the teacher), but part of each day will be scheduled as synchronised, and part of each day will be scheduled for independent learning.
- Assessment for “at-home learning” will include formative (ongoing feedback) and summative (graded work) assessment similar to that which a student receives in school.

School Operations

First Week: Tuesday, September 1- Friday, September 4, 2020

We are excited to welcome back our students in a staggered entry format. This will allow for a smooth transition of students returning to school after an extended period away. It will also allow us to ensure safety protocols are followed smoothly and efficiently with fewer students in the school. The schedule for the staggered entrance is below and students will attend the class they have during their scheduled return. Please note Friday, September 4 is a Home Flex Friday, meaning no students will attend classes at school.

	Tues, Sept 1	Wed, Sept 2	Thurs, Sept 3	Fri, Sept 4
8am-11:09am	All grade 9 students Mod 30 Class	All grade 10 and 11 Students Mod 10 Class	All Students Mod 30 Class	Home Flex Friday - Students will not attend in person classes - Advisor meetings will occur through TEAMS
11:11am-2:50pm	All grade 9 and all grade 12 students Mod 40 Class	All grade 10 and 11 Students Mod 20 Class	All Students Mod 40 Class	

**Students will have their school pictures taken on Wednesday, Sept. 2 and Thursday, Sept. 3. This will be done by grade and will follow all Alberta Health Services guidelines.

**Students receiving At-home learning can come to school to have their picture taken from 3pm-4pm. Students in grades 10 and 11 can come Wed. Sept 2, students in grade 9 and 12 can come Thurs. Sept 3.

New School Hours

○ Monday – Thursday

■ School doors will open at 7:45am and will close promptly at 3:05pm

- School doors will be open at 7:45am. Please see school map for entrances (attached). Please do not send your children to school before 7:45am. Our first class will start at 8:00am.
- School doors will be closed at 3:05pm Monday- Thursday. All students will be required to vacate the building and be picked up by this time. Your children will exit the school based on exit doors. Please ensure transportation arrangements have been made to ensure punctual pick up.

○ Friday

■ School doors will open at 7:45am and will close promptly at 12:15pm

- School doors will be open at 7:45am. Please do not send your children to school before 7:45am. Our first class will start at 8:00am.

- School doors will be closed at 12:15pm on Fridays and all students will be required to vacate the building and be picked up by this time. Please ensure transportation arrangements have been made to ensure punctual pick-up.

New Bell Timetable and Week Schedule

Please know when creating the new schedule, our first filter was student and staff safety. In an effort to reduce the number of students your child is in contact with and reduce the number of transitions for students during a school day we have changed our daily timetable. Students will still have 4 courses in a semester; however, they will have two classes per day. Periods 1 and 2 will be on a Monday and Wednesday. Periods 3 and 4 will be on a Tuesday and Thursday. The Friday schedule is a rotation between the Monday schedule, a Home Flex Friday, and the Tuesday schedule. Home Flex Friday means students will not be in the building. This is important for several reasons; 2 less contact days a month for students, opportunities to connect with their teachers via TEAMS for learning support, and dedicated opportunities for teachers to connect with their advisees. This will also give our caretaking staff an opportunity for thorough cleaning of the facility.

Time	Monday (Day 1)	Tuesday (Day 2)	Wednesday (Day 3)	Thursday (Day 4)
8:00 – 11:09	MOD 1 Breaks: 8:50 – 9:10 – 10's 9:10 – 9:30 – 20's 9:30 – 9:50 – 9's 9:50 – 10:10 – 30's	MOD 3 Breaks: 8:50 – 9:10 – 10's 9:10 – 9:30 – 20's 9:30 – 9:50 – 9's 9:50 – 10:10 – 30's	MOD 1 Breaks: 8:50 – 9:10 – 10's 9:10 – 9:30 – 20's 9:30 – 9:50 – 9's 9:50 – 10:10 – 30's	MOD 3 Breaks: 8:50 – 9:10 – 10's 9:10 – 9:30 – 20's 9:30 – 9:50 – 9's 9:50 – 10:10 – 30's
11:11 – 2:50	MOD 2 Lunch Break: 11:10 – 11:40 – 9's 11:40 – 12:10 – 10's 12:10 – 12:40 – 20's 12:40 – 1:10 – 30's Breaks: 1:10 – 1:30 – 9's 1:30 – 1:50 – 10's 1:50 – 2:10 – 20's 2:10 – 2:30 – 30's	MOD 4 Lunch Break: 11:10 – 11:40 – 9's 11:40 – 12:10 – 10's 12:10 – 12:40 – 20's 12:40 – 1:10 – 30's Breaks: 1:10 – 1:30 – 9's 1:30 – 1:50 – 10's 1:50 – 2:10 – 20's 2:10 – 2:30 – 30's	MOD 2 Lunch Break: 11:10 – 11:40 – 9's 11:40 – 12:10 – 10's 12:10 – 12:40 – 20's 12:40 – 1:10 – 30's Breaks: 1:10 – 1:30 – 9's 1:30 – 1:50 – 10's 1:50 – 2:10 – 20's 2:10 – 2:30 – 30's	MOD 4 Lunch Break: 11:10 – 11:40 – 9's 11:40 – 12:10 – 10's 12:10 – 12:40 – 20's 12:40 – 1:10 – 30's Breaks: 1:10 – 1:30 – 9's 1:30 – 1:50 – 10's 1:50 – 2:10 – 20's 2:10 – 2:30 – 30's

Time	Home FLEX Friday	Friday A	Home FLEX Friday	Friday B
8:00 – 10:00	Sept 4 Oct 2 Oct 30 Nov 27 Jan 8 Feb 12 Apr 23 May 21	MOD 1 Sept 11 (Day 1) Oct 9 (Day 3) Nov 6 (Day 1) Dec 4 (Day 3) Jan 15 (Day 1) Feb 26 (Day 3) Mar 26 (Day 1) Apr 30 (Day 3) May 28 (Day 1)	Home FLEX Friday Sept 18 Nov 13 Dec 11 Jan 22 Mar 5 May 7 Jun 4	MOD 3 Sept 25 (Day 2) Oct 23 (Day 4) Nov 20 (Day 2) Dec 18 (Day 4) Feb 5 (Day 2) Mar 12 (Day 4) Apr 16 (Day 2) May 14 (Day 4) Jun 11 (Day 2)
10:02 – 12:02		MOD 2		MOD 4

Closed Campus

- Winston Churchill High School is an in-session closed campus for students. This means students are not permitted to come in and out during class time. If you do not have a class, you are not permitted to be on campus. Break times and lunch are not in-session; therefore, students may leave the campus. Students are asked to sanitize their hands when entering and exiting the building.
- Winston Churchill High School will be closed to the public.
- At this time, a closed campus is extended to include parents/guardians or volunteers. This means that you will not be able to enter the building without a pre-arranged appointment except in emergency pick-up situations.
- Parents/Guardians who need to come to the school are to call the school first and will be limited to going to the office where you will be required to sign-in. Call 403-328-4723.

Near Normal School Day Proceedings

Class Groupings and Daily Schedule

In high school, cohorting is challenging. Students will be a part of 4 class groupings (2 per day). We have changed our daily timetable to limit transitions and the number of students in contact with one another. Students will have a morning class and an afternoon class. Breaks and lunch are scheduled by grade. Students are expected to physically distance as much as possible. As a reminder, students and staff are required to wear a mask or face-covering while at school. Students with spares in their schedule will not be permitted to be at WCHS. Please only come to school when you have a scheduled class. Students who are not able to leave campus will be registered in a class. We do not have gathering spaces for students to spend time in during a spare.

General classroom protocols

- The classroom is organized to encourage maximum space between students.
- All individuals practice good hygiene.
- Student can bring their belongings into the classroom using a backpack stored on their chair or desk area.
- No sharing of food, utensils, electronic devices, books, games, or learning aids.
- Eating only takes place in designated areas using physical distancing.
- Cleaning and disinfecting of classrooms and desks before and after student or cohort use.
- Before another student or cohort group uses a shared item, it must be cleaned, or stored for 48 hours.
- Staggered break times and lunch hours.
- Mask use worn by students and staff at all times.

Lunch Time

- Lunch time is 30 minutes and staggered by grade.
- Students will eat lunch in their afternoon classroom.
- Students can also choose to leave the building during their lunch break. Please know they are not permitted to spend time in halls or common areas.
- Students will practice hand hygiene before and after eating.
- No sharing of food or utensils.
- Eating only takes place in designated areas using physical distancing.
 - **Cafeteria Food Service**
 - The cafeteria menu will be on our website weekly.
 - Students can pre-order food by emailing the email address provided by the cafeteria.
 - Students will pick-up their food at their designated lunch break and then return to their classroom to eat.
 - All food sold will be freshly made and individually wrapped.
 - We suggest that students pay for food using tap or Apple Pay.

Breaks

- Break times are scheduled by grade
 - Hallway Movement
 - During the first days of school, students will be taught how to follow the floor decals and directions to assist with the flow of student traffic in the hallway. We are asking that students and staff follow traffic laws (stay to the right).
 - As much as possible, everyone is to support social distancing practices.
 - Masks must be worn at all times.
 - Lockers will **NOT** be allocated at this time, so students will need to bring their bags/backpacks to their classrooms and store them under their desks.

Large-Group Gatherings

All large-group gatherings are prohibited until further notice. Large-group gatherings include assemblies, convocations, banquets, performances and concerts with audiences, field trips and other social get-togethers. Restrictions on large-group gatherings are reviewed quarterly throughout the school year.

Extracurricular Sports and School Sports Teams

For the first quarter of 2020-21, all extracurricular sports and school sports teams are postponed. Locker rooms are also off-limits to students and staff until further notice.

Extracurricular sports and sports-team restrictions are reviewed quarterly throughout the school year.

Performing Arts

Performing arts courses continue with near-normal operations using public-health measures. Live audiences are prohibited, and shared dressing rooms are closed until further notice. Similarly, band programs continue using public-health measures and physical distancing. Live audiences and wind instruments are prohibited. Also, students can't store portable instruments at the school. Performing arts restrictions are reviewed quarterly throughout the school year.

Field Trips

For the 2020-21 school year, class and school field trips are changing. Field trips are limited to activities that students can walk to and remain outside for the duration—fields, wetlands, river valley. Field trips requiring indoor space, or the use of vehicle transportation are prohibited, until further notice. Field trip restrictions are reviewed quarterly throughout the school year.

School Based Meetings

Throughout the pandemic, meet-the-teacher meetings, parent-teacher conferences, and school council meetings are taking place virtually or by phone. We will for communicate the related details and facilitate the virtual meetings. School-based meeting restrictions are reviewed quarterly throughout the school year.

Common Areas

- **Cafeteria**
 - Students will not be eating in common area spaces; they will eat in their class groups within the classroom. Students are encouraged to leave the building, get outside, and enjoy fresh air during their breaks.
 - Our cafeteria food provider will be in operation. Students will be able to order online and pick-up food during their designated break.

- **Gym and Multi-purpose Spaces**
 - The gymnasium and fitness centre will be open for Physical Education classes only.
 - Physical Education teachers will be adapting their lessons to meet public health measures.
 - Shared items will be disinfected after student use.
 - All students will sanitize their hands before and after entering the gymnasium and fitness centre.

- **Bathrooms**
 - Restrooms will be limited to two students to meet social distancing protocols.

- **Learning Commons**
 - This space will be open for student support; however, it will be by booking only. Our Learning Common committee will be meeting to discuss this further as well as material borrowing procedures for the school year.
- **Computer Lab/Carts**
 - Electronic devices will be cleaned and disinfected after use.
- **Water Fountains**
 - Students are encouraged to bring a water bottle to school; water fountains will be in use and cleaned frequently.

Infirmary/Isolation Room

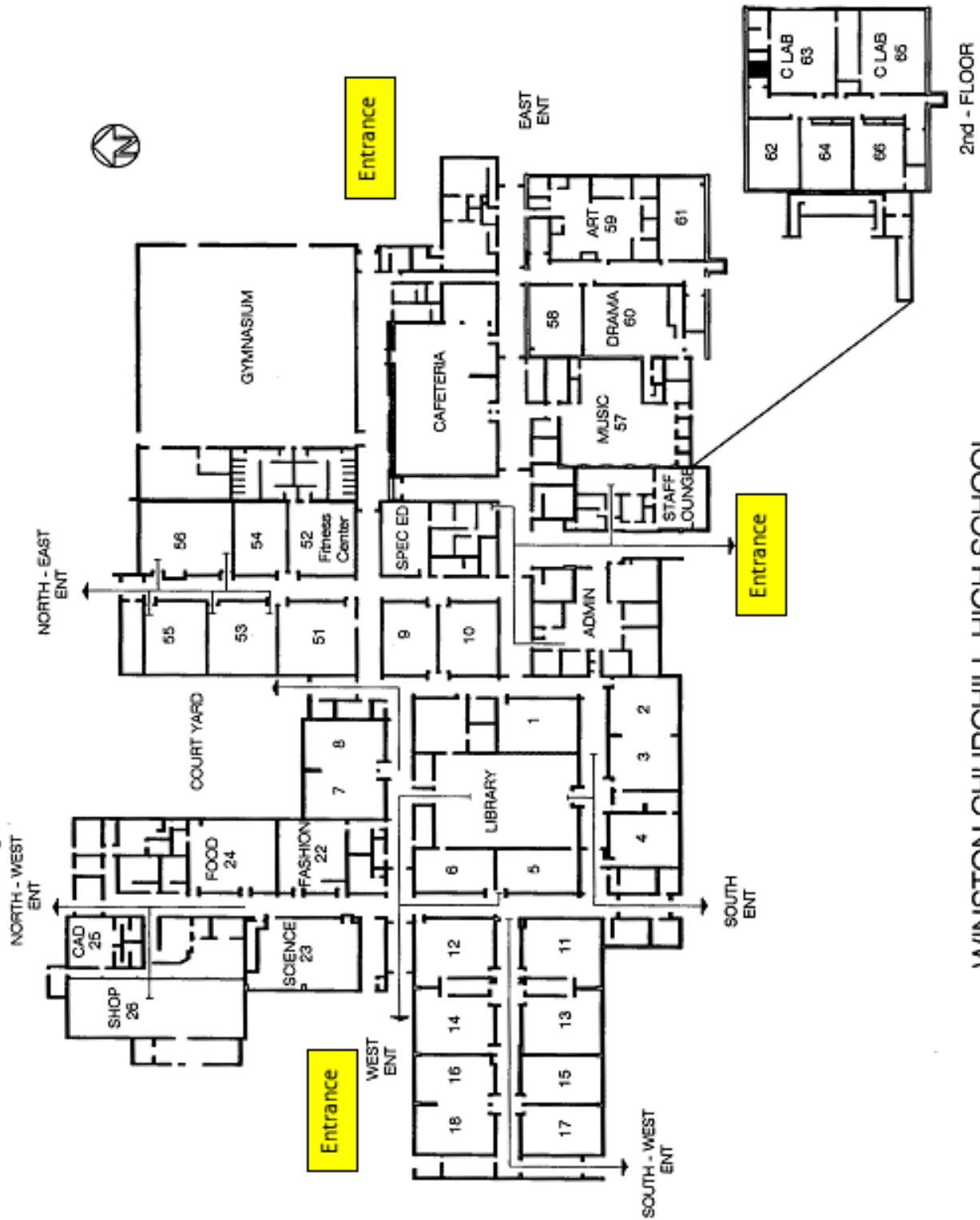
- Our *Team Room* will serve as an isolation room.
- Once a student is in the isolation room, parents will be contacted to pick up their child immediately. Parents will pick up their child from the East parking lot as there is an exterior door from the isolation room to the parking lot.
- Our isolation room has a limit of one and if there is more than one student that needs this room, ill students will be isolated in other areas of the school.
- The isolation room, or another isolation room, will be cleaned after a sick student has left the room.

General Information

A Summary of Health measures will include, but are not limited to:

- Appropriate hand sanitizing and handwashing, respiratory etiquette, physical distancing (when and where possible in schools and on buses), increased frequency of cleaning and disinfection, student cohorts, and having staff and students stay home when ill or are exhibiting any COVID-19 symptoms.
- Teachers will organize their classrooms to increase learning space.
- No fabric resources, furniture, or items not easily cleaned.
- The staff have limited access to the school, Monday to Friday, from 7:30 am to 5:00 pm.

Students enter WCHS through the doors marked Entrance. There are three.
See below.



WINSTON CHURCHILL HIGH SCHOOL