



Warburg School  
 2020-2021 Re-Entry Plan  
 Information for Parents & Guardians

<b>WHEN DOES MY CHILD START SCHOOL?</b>	
Sept 8	Grades 3, 6, 9 only
Sept 9	Grades 2, 5, 8, 11*, 12 only (*Note that this is different from other BGSD schools)
Sept 10	Grades 1, 4, 7, 10 only
Sept 11	All Grade 1-12 students attend
ECS	Mrs. Gidosh will contact Kindergarten families

## **Welcome Back to Warburg School!**

Dear Warburg Families,

The staff at Warburg School would like to officially welcome our school community back to in person classes. We know that the decision of whether to return to live classes or continue with virtual learning was difficult and we are excited to have your child(ren) back at the school. We will be doing our very best to ensure a healthy, safe, and caring learning environment for all of our students. The staff and students at Warburg School will be following the guidelines set out in the Black Gold School Division Re-Entry Plan, as well as following all advisories from Alberta Health Services. Protocols specific to Warburg School are outlined below.

Please read and follow the re-entry plan that is in place for our school. The changes being implemented are for the safety and well-being of the whole school community.

Beyond educating your child, we will continue to follow our core teachings of the **Leader in Me** Program of

- ***BE PROACTIVE,***
- ***BEGIN WITH THE END IN MIND,***
- ***PUT FIRST THINGS FIRST,***
- ***THINK WIN-WIN,***
- ***SEEK FIRST TO UNDERSTAND THEN TO BE UNDERSTOOD,***
- ***SYNERGIZE, AND***
- ***SHARPEN THE SAW.***

The staff is very excited that the students will be returning and we look forward to our new adventures in the 2020-2021 school year.

Watch you INBOX for an email from your child's teacher and me before our staggered entry days begin.

Regards,

Wendy Maltais  
[wendy.maltais@blackgold.ca](mailto:wendy.maltais@blackgold.ca)

### **About COVID-19**

**For more information regarding COVID-19 from Alberta Health Services, please visit [novel coronavirus \(COVID-19\)](#). Here you will find information regarding symptoms, prevention, good hygiene, as well as links to additional Alberta Health Services information.**

### **Re-entry Information for Warburg School Parents and Students**

Following the provincial government's direction, Black Gold School Division (BGSD) and Warburg School is implementing the Guidance for School Re-entry - Scenario 1 from Alberta Education and Dr. Hinshaw, the Chief Medical Officer of Health, for September 2020.



In September, Warburg School teachers will initially focus on the social and emotional needs of students and administer screening tools to identify gaps in student learning. Supporting students to be ready to learn is an important first step in our school re-entry. These will be done in a variety of ways.

The screening tools teachers will be administering are the Mathematics Intervention Programming Instrument (MIPI), and Highest Level Achievement Test (HLAT) during the beginning of the year. These results, along with a variety of anecdotal evidence will identify any gaps from the previous year. Once teachers have identified gaps in student learning, they can plan their instruction to address these gaps prior to moving forward.

This document details the conditions and protocols which will be in place for Warburg School for the upcoming 2020-2021 school year. Administration realizes that this plan MUST be a flexible one, and as our situation changes, so does our plan. This is in compliance with AHS guidelines, as well as the Black Gold School Division plan.

<b>Warburg School Entry Protocols</b>	
<b>Daily Health Check</b>	<ul style="list-style-type: none"> <li>Before leaving home, staff, children/students, visitors, and volunteers who will access the school for work or education, <b>must</b> self-screen for symptoms each day before they leave for school using the <a href="#">Alberta Health Daily Checklist</a></li> </ul>
<b>Stay at Home when Sick</b>	<ul style="list-style-type: none"> <li>Stay at home if exhibiting symptoms of COVID-19 that are not related to a pre-existing illness/health condition.</li> </ul>
<b>Staggered Entry Days</b>	<ul style="list-style-type: none"> <li><b>Staggered entry days will be considered the first day of class. Students should have supplies and be prepared for instruction.</b></li> <li>ECS: Mrs. Gidosh will email ECS families</li> <li>September 8: Grades 3, 6, 9 only</li> <li>September 9: Grades 2, 5, 8, 11, 12 only (*Note that this is different from other BGSD schools)</li> <li>September 10: Grades 1, 4, 7, 10 only</li> <li>September 11: All Grade 1-12 students attend</li> </ul>
<b>Buses</b>	<ul style="list-style-type: none"> <li>Children/students should not board the bus if they have symptoms of COVID-19. Be sure that the self-screening tool has been used each day prior to leaving for the bus.</li> <li>Students in Grades 4 - 12 are required to wear a non-medical face mask when on the bus.</li> <li>Bus Drivers will use a face mask and a face shield when loading or unloading students from the bus. Bus Drivers will remove their face covering when the bus is in motion for maximum visibility.</li> </ul>



	<ul style="list-style-type: none"> <li>• When wearing a face mask, care should be taken to ensure the mask is <a href="#">used correctly and safely</a>.</li> <li>• Students should be wearing their face mask at the bus stop or anytime they are waiting to board the bus.</li> <li>• As much as practical, children/students will start boarding from the back seats to the front of the bus.</li> <li>• As much as practical, students start disembarking from the front seats to the back of the bus.</li> <li>• Students will be assigned seats and students who live in the same household will be seated together.</li> <li>• Drivers will increase the frequency of cleaning and disinfecting of high-touch surfaces, such as door handles, window areas, rails, steering wheel, mobile devices and GPS at the end of each morning and evening run.</li> <li>• A vehicle cleaning log will be kept by each driver.</li> <li>• All children/students must perform hand hygiene (hand sanitizer) when <b>entering the bus</b>. Hand sanitizer will be available.</li> <li>• No sharing of personal items (water bottles, etc.) or eating on the school bus.</li> <li>• A child who becomes symptomatic during the bus trip should notify the driver and continue to wear their mask. The driver will contact the school to make the appropriate arrangements to pick up the child/student.</li> </ul>
<p><b>Students Driving to School</b></p>	<ul style="list-style-type: none"> <li>• Students should only have people from their household in the vehicle with them.</li> <li>• Students are asked to arrive at school no earlier than 8:15 am and go directly to their classroom to minimize contact outside of their cohort.</li> <li>• Students should maintain 2 metres physical distance between all people (except household members) in an area determined by the school (field/paved play area, etc.).</li> </ul>
<p><b>Arrival/Drop off Procedures</b></p>	<ul style="list-style-type: none"> <li>• Students should not arrive at the school prior to 8:15 am.</li> <li>• Students should enter the school through their designated entrance immediately upon arrival and proceed to their classroom.</li> <li>• Parents dropping off students of ALL grades, need to use the <b>student drop off area</b> on the east side of the school in the Museum Parking Lot. Be mindful of students walking through the parking lot.</li> <li>• <i>The road in front of the school is designated a bus zone from 8:10-8:30 and from 3:00 to 3:20. Private vehicles are not permitted on this road during this time.</i></li> </ul>
<p><b>Entrances for Students</b></p>	<ul style="list-style-type: none"> <li>• <b>ECS:</b> East Doors (Museum Doors)</li> <li>• <b>Grade 1 &amp; 4:</b> East Doors (Museum Doors)</li> <li>• <b>Grade 2 &amp; 3:</b> South Doors on 54 Avenue (Near elementary bathrooms)</li> </ul>



	<ul style="list-style-type: none"> <li>● <b>Grade 5 &amp; 6:</b> Courtyard Doors (Near Mrs. White’s Classroom)</li> <li>● <b>Grade 7 &amp; 8:</b> Main Entrance at the office</li> <li>● <b>Grade 9:</b> The exit only doors near the office, at the south end of the HS hallway.</li> <li>● <b>Grade 10, 11, 12:</b> High School Gym doors</li> <li>● <b>Late Arrivals</b> (All doors save for the Main Entrance will be locked by 8:31am) Students arrive after 8:31 will be required to enter through the main entrance and follow office protocols when checking in.</li> </ul>
<b>Visitors</b>	<ul style="list-style-type: none"> <li>● <b>Visitors</b> to the school are limited to essential personnel. If you are required to enter the school please do so through the main doors and report immediately to the office, following office protocols when checking in.</li> </ul>
<b>Hand Hygiene and Safe Practices</b>	<ul style="list-style-type: none"> <li>● <b>Everyone must perform hand hygiene (hand sanitizer) when entering and exiting the school.</b></li> <li>● Posters promoting hand hygiene, respiratory etiquette, physical distancing etc., will be posted in visible locations.</li> </ul>
<b>After School Procedures</b>	<ul style="list-style-type: none"> <li>● STUDENTS THAT ARE WALKING, BEING PICKED UP OR ARE DRIVING THEMSELVES WILL BE DISMISSED AFTER ALL BUSSING STUDENTS HAVE BEEN DISMISSED. This will likely be close to 3:08 for Gr 1-9 students and at approximately 3:10 for gr 10-12 students.</li> <li>● Parents should not arrive prior to 3:06 pm to pick up their child(ren). Parents should pick up ALL children using the east Museum parking lot only. This means that children in grades 2-12 will need to walk around the exterior of the building to exit to the Museum parking lot.</li> <li>● <u>Please be sure that your child knows prior to the school day starting whether they are riding the bus, being picked up, or if there are other plans for after school.</u> Because we will be staggering the dismissal of students, the office staff cannot guarantee students will receive last minute changes made at the end of the day.</li> <li>● Starting at 3:00 pm, bus students will be dismissed in order of grade to reduce the number of students leaving the school at any one time (this will be practiced on staggered entry days).</li> <li>● Students should continue to physically distance while leaving the school.</li> </ul>
<b>Office Protocols</b>	<ul style="list-style-type: none"> <li>● Physical distancing is in effect in the office as indicated by floor stickers and posters.</li> <li>● A plexi-glass divider will be in use at the front desk.</li> <li>● A Hand sanitizer station is at the office door</li> <li>● Late arrivals: please use the main door and observe physical distancing protocols while checking in at the office.</li> </ul>



<p><b>Parents/Guardians</b></p>	<p><b>Parents</b> that need to drop off an item or pick up a child should call ahead and inform the office. Call the office when you have arrived at the school. At this time your child will be released to you or you can leave the item on the table in the main entrance. 780-848-2822</p> <p>As outlined in the Black Gold School Division Re-Entry Plan, parents/guardians and caregivers must remain outside the school to pick up and drop off their children. If it is absolutely necessary for a parent/guardian/caregiver to enter the school they should:</p> <ul style="list-style-type: none"> <li>• Not be experiencing any symptoms as outlined by AHS (click the link for details) <a href="https://www.alberta.ca/covid-19-TJSHSting-in-alberta.asp">https://www.alberta.ca/covid-19-TJSHSting-in-alberta.asp</a> <a href="#">X</a></li> <li>• Sanitize hands when entering and exiting the school.</li> <li>• Proceed directly to the office and follow the signage posted on the floors.</li> <li>• Follow the directions of office staff and exit the building when their business is completed.</li> <li>• Parents/guardians/caregivers are not allowed past the office area without permission from office staff.</li> </ul>
<p><b>General Protocols</b></p>	
<p><b>Physical Distancing</b></p>	<ul style="list-style-type: none"> <li>• Everyone in the school shall maintain 2 metres physical distancing whenever possible.</li> <li>• Where physical distancing is not possible, extra emphasis on cohorting, hand hygiene, respiratory etiquette, and cleaning and disinfecting on a regular basis (before and after activities) will be implemented.</li> <li>• It is important that students and staff stay home if they have any <a href="#">symptoms of COVID-19</a> that are not related to a pre-existing condition.</li> </ul>
<p><b>Cohorts</b></p>	<ul style="list-style-type: none"> <li>• Cohorting limits exposure to others and aids in contact tracing if needed.</li> <li>• Each class will be considered a cohort and efforts to maintain physical distancing even within a cohort will minimize the risk for disease transmission.</li> <li>• Every effort will be made to limit the number of cohorts that each student is part of.</li> <li>• When interacting with people outside the cohort, maintain physical distancing of 2 metres.</li> </ul>
<p><b>Hallways</b></p>	<ul style="list-style-type: none"> <li>• <b>Water fountains will be bottle filling stations only. Students are asked to bring their own water bottle.</b></li> <li>• Signs will be posted and floor stickers will indicate direction of travel.</li> <li>• "Stay to the right" will be the preferred method of movement in the hallways.</li> </ul>



	<ul style="list-style-type: none"> <li>• Appropriate distancing will be encouraged when walking the halls either independently or as a group.</li> </ul>
<b>Washrooms</b>	<ul style="list-style-type: none"> <li>• Signs will be posted regarding protocols.</li> <li>• Maximum 3 students in the washroom at a time.</li> <li>• Students will be asked to return to class if the washroom has 3 occupants and 3 students waiting outside.</li> <li>• Floor stickers will indicate where to wait outside of the washroom.</li> <li>• Please notify your child’s teacher if there are any medical/physical conditions that might make waiting to use the washroom problematic.</li> <li>• We have designated the bathrooms near our non-functioning vending machines as Jr High washrooms and the bathrooms near the HS Gym as HS washrooms.</li> </ul>
<b>Mask Use</b>	<ul style="list-style-type: none"> <li>• The wearing of masks is a medical decision not an educational one.</li> <li>• Non-medical face mask use is mandatory for students in Grades 4-12 and all staff in settings where physical distancing cannot be maintained. Students in grade K-3 may wear masks if they wish.</li> <li>• Non-medical masks are not required while students are seated in the classroom during instruction if following the physical distancing. If close contact between students, or students and teachers/staff is occurring as a result of classroom activities, non-medical masks should be used for the duration of this activity.</li> <li>• All students in Grades 4-12 are required to wear face masks in all shared and common areas such as hallways and on buses. All teachers and staff will wear face masks in all shared and common areas as well.</li> <li>• Masks will <b>not</b> be required during outdoor activities provided social distance can be maintained.</li> <li>• Should students forget their mask, a small number of disposable masks will be available at the office</li> <li>• We recommend having a second clean mask packed with your child in case their mask becomes moist or soiled during the day.</li> <li>• Masks are required for this group as there is increasing evidence that older students may be more likely to transmit COVID-19 than younger students, and are at a higher risk of significant disease than younger students.</li> <li>• When non-medical face masks are used, hands should be cleaned before and after putting it on and taking it off. Avoid touching the mask once it is on. Masks should be changed after they become wet or soiled.</li> <li>• After removing a reusable non-medical face mask that will be reworn prior to washing, it should be placed into a clean, breathable bag or container (allows for evaporation) for storage. Consider using a bag that can be washed. All</li> </ul>



	<p>masks should have two distinct sides, one side that touches the face and one that faces outwards.</p> <ul style="list-style-type: none"> <li>● Do not reuse masks that are wet or soiled prior to laundering. A wet or soiled mask that requires laundering should be placed into a sealed bag or container where it is stored until it can be taken home and washed</li> <li>● Disposable masks that are damaged or dirty should be discarded into a garbage bin that is lined with a plastic bag.</li> <li>● A very small number of individuals may not be able to wear masks due to sensory or health issues. Face shields are not considered to be equivalent to non-medical face masks. It is important to comply with other personal preventative practices such as frequent hand hygiene and physical distancing as much as possible.</li> <li>● Additional guidance on non-medical face masks is available <a href="#">here</a></li> <li>● Exemptions to mask requirement for all teachers and staff in all school settings and students in grades 7-12 include: <ul style="list-style-type: none"> <li>○ Persons who are unable to place, use or remove a non-medical face mask without assistance;</li> <li>○ Persons unable to wear a non-medical face mask due to a mental or physical concern or limitation;</li> <li>○ Persons consuming food or drink in designated areas;</li> <li>○ Persons engaged in physical exercise;</li> <li>○ Persons providing care or assistance to a person with a disability where a non-medical face mask would hinder that caregiving or assistance;</li> <li>○ Persons engaging in services that require the temporary removal of the non-medical face mask, and</li> <li>○ Spaces where physical barriers have been installed between persons.</li> </ul> </li> <li>● Alberta's government will provide two reusable masks for each student.</li> </ul>
<b>Supply Management</b>	<ul style="list-style-type: none"> <li>● Students will bring their supplies for their current classes on their staggered entry day. Additional purchased supplies will be kept at home until needed.</li> <li>● Students will not have access to lockers. Belongings and supplies will be carried with students into their classes.</li> <li>● Sharing supplies will not be allowed.</li> <li>● Students are encouraged to bring their own educational devices (eg - chromebook).</li> <li>● School chromebooks will be cleaned and disinfected before and after each use.</li> </ul>
<b>Student Movement</b>	<ul style="list-style-type: none"> <li>● Students will remain in their designated classrooms as much as possible and teachers will circulate as needed.</li> </ul>





	<ul style="list-style-type: none"> <li>• Students will 'stay to the right' when walking in hallways and will adhere to social distancing protocols.</li> <li>• There will be limited movement of students within the school.</li> </ul>
<b>Lunch Related Items</b>	<ul style="list-style-type: none"> <li>• Hot lunch and concession food sales will be suspended until further notice.</li> <li>• No microwaves, kettles, coffee makers, toasters or vending machines will be available.</li> <li>• Students are encouraged to bring food in thermal containers if warm lunches are desired.</li> <li>• All students will be eating lunch in classrooms.</li> <li>• For this year only, grades 7-12 students are permitted to leave the school grounds during the lunch hour.(Previously only grade 9-12 were permitted off campus.)</li> <li>• All students are considered students of the school from bus drop off to bus pick up. Students leaving campus that have difficulties in the community or are consistently late returning from lunch may have this privilege revoked, regardless of grade.</li> <li>• Students that return to school prior to the commencement of afternoon classes must go directly to their designated lunch room or home room.</li> <li>• Upon returning to the school students are asked to use their designated entrance and proceed immediately to their classroom.</li> <li>• No food deliveries will be allowed</li> <li>• Lunch hour activities for those staying in the school will be limited to the designated lunch room or homeroom.</li> <li>• The office will have limited food items available for students who forget their lunch.</li> </ul>
<b>Bell Schedule</b>	<ul style="list-style-type: none"> <li>• With the delay of the school year, it is necessary to adjust our bell schedule. A copy of the new bell schedule will be emailed out to you and made available on our website. <a href="http://Ws.blackgold.ca">Ws.blackgold.ca</a> Morning announcements take place at 8:28. All students should be in class at this time.</li> </ul>
<b>Cleaning</b>	<ul style="list-style-type: none"> <li>• Cleaning protocols will be strictly adhered to in accordance with AHS guidelines.</li> <li>• Students will be required to use hand sanitizer upon entering or leaving a room.</li> <li>• Students will be provided sanitizing materials to wipe down their work areas throughout the day.</li> <li>• We will have a custodian on duty throughout the school day to carry out AHS and BGSD cleaning protocols.</li> </ul>
<b>Class Protocols</b>	
<b>Physical Education</b>	<ul style="list-style-type: none"> <li>• When possible physical education will be done outside instead of inside as the risk of transmission is more likely to occur indoors rather than outdoors and will follow the <a href="#">Guidance for Sport, Physical Activity and Recreation</a> .</li> </ul>



	<ul style="list-style-type: none"> <li>• Teachers will choose activities or sports that support physical distancing (e.g. badminton over wrestling).</li> <li>• Grade 7-12 students will not change for Physical Education classes while physical distancing protocols are in place.</li> <li>• Students will sanitize hands before and after PE.</li> </ul>
<b>Library</b>	<ul style="list-style-type: none"> <li>• Students will be staying in class for their library time until further notice. Library books will be brought to the students.</li> <li>• Students may reserve their books with the librarian on <a href="#">"Destiny"</a> and will receive their books shortly after.</li> </ul>
<b>Music</b>	<ul style="list-style-type: none"> <li>• Music will continue for the 2020-21 school year. Students will go to the music room for this class.</li> <li>• Information on protocols for wind instruments (recorders) and singing will be forthcoming.</li> </ul>
<b>Sports Teams</b>	<ul style="list-style-type: none"> <li>• No sports teams will be running before November when BGSD will review this practise.</li> </ul>
<b>Mental Health/Psychosocial Supports for Students and Staff</b>	
<b>Providing Mental Health Support</b>	<ul style="list-style-type: none"> <li>• Staff have access to professional learning on supporting the mental health of students.</li> <li>• Information on accessing mental health resources for students, families and staff is posted on the Black Gold Engaging Students website and the <a href="#">BGSD website</a>.</li> </ul>

