

ECOLE BELLEVUE SCHOOL 2020 - 2021



RE-ENTRY PLAN
Updated 8/26/2020

MESSAGE FROM ADMIN

Hello Bellevue Families,

Welcome to the 2020 - 2021 school year. We realize that for some of you, choosing the in-school option as your back to school decision may have been a difficult choice. Our Bellevue Staff team is looking forward to working with all of you and we would like to assure you that we are all doing our very best to ensure that your children will have a safe, healthy, and caring learning environment. The staff and students at Bellevue will be following the protocols set out by the:

- Alberta Government school re-entry guidelines,
- Alberta Health guidelines,
- and Black Gold School Division re-entry plan.

Our School re-entry plan will incorporate the guidelines from each of the above-listed documents and include details that are specific to our school community. Very soon we will get into our new learning routine where student safety and social-emotional wellness will be our top priority. We are excited to see our students and look forward to our new adventures together. If you have any questions or require any clarification, please email or call the office and one of our admin team will be happy to help you.

Sincerely,

Mme. El-Khatib and Mr. Larson

INTRODUCTION

Following the provincial government's direction, Black Gold School Division (BGSD) and Ecole Bellevue School (EBS) 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. Wherever possible, having children physically attend school is recommended and our teachers are eager to get back into the classroom to work with students. Parents should be reassured that our school is meeting Alberta Health Services (AHS) guidelines in providing a safe environment for student learning. Dr. Hinshaw has stated the decision to allow in-school learning, with public health measures in place, outweighs the risks of prolonged school closures on students' educational experience and overall well-being against the risk of COVID-19 outbreaks.

It is possible that we may have to transition between scenarios during the school year. Health officials will work with BGSD to make the decision to transition all students to partial In-school Classes learning (Scenario 2) or Distance Education (Scenario 3) based on multiple factors including the number of COVID-19 cases in a zone or a school and the risk of ongoing transmission. Please note that changes may be made to this plan in response to changes directed by Alberta Education.

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.

COVID-19 AND ILLNESS

SHOWING SIGNS OF ILLNESS AT SCHOOL

- If a student or staff member shows symptoms during the school day, they will need to leave the school as soon as possible.
- When a student is sick, the student will continue to wear a mask if they can do so safely and will be isolated in a separate room if possible.
- School staff who will supervise the student will also wear a mask and will:
 - contact parents or guardians to pick up their child
 - supervise and care for the student until a parent or guardian arrives to pick them up
 - immediately follow health protocols around personal protective equipment (PPE) along with cleaning and disinfecting the area
 - Isolation or quarantine procedures will follow.

Please see the table below from the [Black Gold Re-entry Plan](#).

Quarantine	Isolation
Required when people are not sick, but have been exposed to someone who has COVID-19.	Required when people are sick, to keep them from infecting others.
The quarantine period for COVID-19 is 14 days. This is because it can take up to 14 days for an individual to develop symptoms.	The isolation period for people who have symptoms (but not diagnosed with COVID-19) is 10 days or until symptoms resolve, whichever is longer.

We will require a negative COVID-19 result, prior to re-entry to school. We recommend that parents sign up for myhealth alberta to have documentation.

COVID-19 AND ILLNESS

WHAT IF THERE IS A CASE OF COVID-19 AT SCHOOL?

- If health officials confirm a case of COVID-19 in a school community, Alberta Health Services will require the zone medical officer of health to work with school authorities to quickly:
 - identify cases,
 - identify close contacts,
 - create isolation measures when needed,
 - and provide follow-up recommendations.
- A COVID-19 case will not automatically lead to school closure—it could be that only the group of students and staff who came in close contact will be required to stay home and quarantine for 14 days.
- Parents will be notified if a case of COVID-19 is confirmed at school and public health officials will contact those who were in close contact with the person.

**More details on the Government of Alberta COVID-19 at school guidelines are linked in the document below.

[CLICK HERE FOR THE GOVERNMENT OF ALBERTA COVID-19 AT SCHOOL PLAN](#)

PRE-EXISTING CONDITIONS

The student should be tested at least once before returning to school and have a negative COVID-19 test result to confirm that COVID-19 is not the source of their symptoms. These symptoms would be their baseline health status. As long as the cough or runny nose is always the same and does not get worse, the student can attend school. Talk to the office about your child's pre-existing medical condition so the school may keep a confidential record of this condition.

— Government of Alberta, Guidance for School Re-entry – Scenario 1

DAILY HEALTH CHECK

Before leaving home, staff, children/students, visitors, and volunteers who will access the school for work or education, must self-screen for symptoms each day before they leave for school using the [Alberta Health Daily Checklist](#). A copy of the checklist is below for your reference, but please utilize the link for an updated and current copy.

Individuals with COVID symptoms should utilize the [online assessment tool](#).

COVID-19 ALBERTA HEALTH DAILY CHECKLIST

Overview

This tool has been developed to support activity organizers, employers, businesses and facility operators in reducing the risk of transmission of COVID-19 among attendees/staff. 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 to participating in the activity or program. If an individual answers **YES** to any of the questions, they **must not** be allowed to attend or participate in the activity or program. 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 symptoms:		
	• 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 (commonly known as 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.

** 'Symptomatic' means someone with COVID-19 symptoms on the list above.

FIRST DAYS OF SCHOOL

STAGGERED ENTRY DAYS

Staggered entry days will be considered the first day of class.

Students should have their supplies and be prepared for instruction.

Sept. 8, 2020: Grade 3 and 6 (including grade 2/3S)

Sept. 9, 2020: Grade 2 and 5 (including grade 5/6D)

Sept. 10, 2020: Grade 1 and Grade 4 (including Grade 3/4BI and 1/2GW)

Sept. 11, 2020: Grade 1 - 6 (all students)

STAGGERED ENTRY DAYS (Kindergarten)

- Details to be announced via parent email communication.
- Sept. 8 - 11, 2020:
 - Individual staggered entry dates will be emailed out to parents
- Monday, Sept 14, 2020: All kindergarten students will attend

STAGGERED ENTRY DAYS (Pre-K)

Details to be announced via parent email communication.

The pre-kindergarten team will contact families to arrange meeting times.

SCHOOL ENTRY PROTOCOLS

OFFICE PROTOCOLS

THE OFFICE

- Physical distancing is in effect in the office as indicated by floor stickers and posters.
- There is a maximum of 2 students/visitors allowed in the office at one time. Priority is always given to our students.
- A plexiglass divider will be in use at the front desk. A hand sanitizer station will be set up by the sign-in/out computer.
- The computer will be sanitized after each use with the sanitizing materials provided.
- **Late arrivals: please use the front office door and observe physical distancing protocols when checking in.**

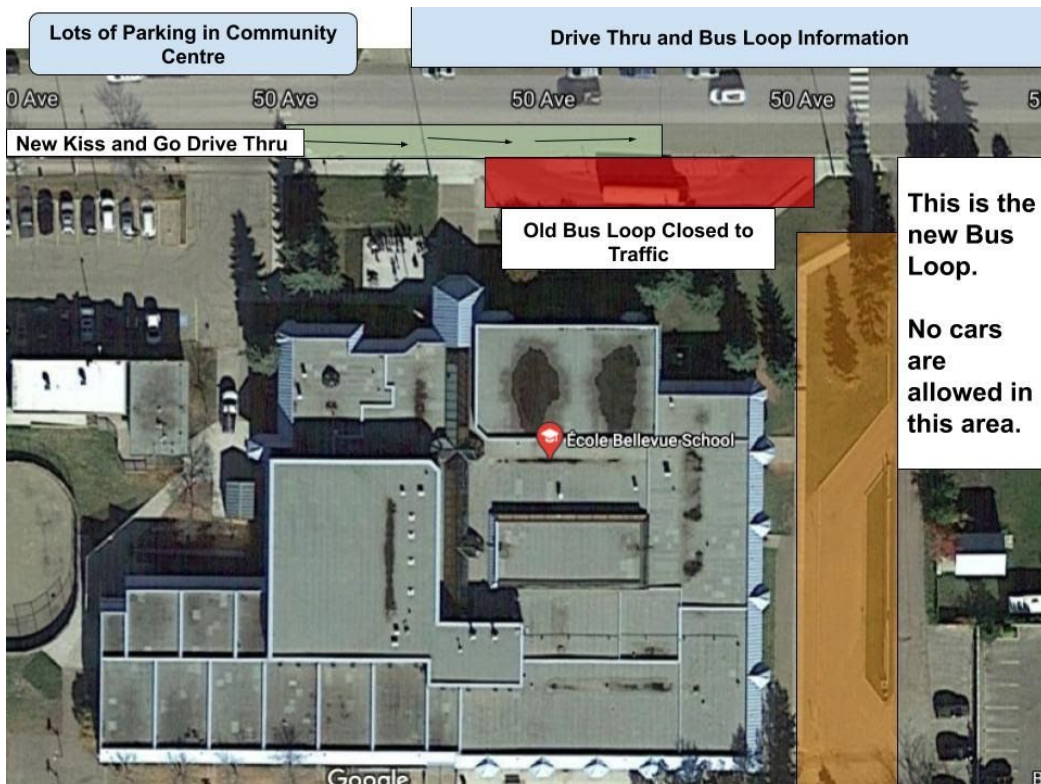
VISITORS

- To minimize exposure, visitors and volunteers will not be allowed in Black Gold schools at this time. We will gladly welcome parents once the guidelines permit us to do so as we will miss you.
- At this time, there will be no volunteering. This, unfortunately, means no Hot Lunch program, bake sales, parents coming in to read, library helpers, or parents coming into the school with their children.
- Please plan ahead! No deliveries can be accepted at the school. Please send your child to school with his/her lunch.
- Individuals entering the school are required to wear a mask.

DROP-OFF & PICK-UP

DROP-OFF PROCEDURES

- Student drop-off is between 8:20 and 8:30 am. Students go directly to their assigned doors and proceed to their classrooms. Staff will be at the doors to help with hand sanitizer application.
- As each bus arrives, a staff member will control the flow of bus student arrival traffic.
- All students being dropped off by parents will need to walk directly to their assigned doors.
- Parents are not permitted to park and walk their child to their doors (this does not include pre-kindergarten and kindergarten students).
- Late arrivals (after 8:35 am) will be required to enter through the main office doors and follow office protocols when signing in.
- The drive thru is now the bus lane. Please follow our new drive thru procedures. No cars are permitted in the bus lane. 'Kiss and Go' is available along the street in the front of the school.
- **Please note the east crosswalk has moved past the bus lane.**



****Students in Grade 4-6 must have a mask prior to entering the school. They will not be permitted into the building, if they do not have a mask. They are to wear a mask, while waiting in their line up to go into the building****

BOOT ROOM ENTRANCES-please see attached map

Entrance 1: Main front doors: PKB, PKK, KGI (AM), KC (PM)

Entrance 2:North-east: PKC, 1/2GW, 3JI

Entrance 3: South-east: 1S, 1HI, 2SI

Entrance 4:South-central (main back doors): 2/3S, 3GS, 4O, 4P

Entrance 5: North-west: 3/4BI, 5TI, 5B, 5/6D

Entrance 6: North-west beside the portables: 6N, 6I

PRE- KINDERGARTEN ENTRANCE

Pre-kindergarten students require hand-to-hand drop off, meaning an adult is required to hand off the child directly to a staff member. Children arriving on busses are greeted by a staff member.

Pre-kindergarten AM:

Pre-k hours 8:15-11:15am

Supervision begins at 8:15am

Students enter the school at 8:15-8:25am

Get ready/Dismissal/Pick up begins at 11:05am

Staging Areas:

- Pre-K: Main front doors (Bobyak and Kerr), North-east door (Chisea)

Pre-kindergarten PM:

Pre-k hours 12:15-3:15pm

Supervision begins at 12:15pm

Students enter the school at 12:15-12:25pm

Get ready/Dismissal/Pick up begins at 3:10pm

Staging Areas:

- Pre-K: Main front doors (Bobyak and Kerr), North-east door (Chiesa)

KINDERGARTEN HOURS

AM: 8:30-11:20am

PM: 12:15-3:05pm

ARRIVAL TIMES

8:20am arrival time:

Entrance 1: N/A

Entrance 2: 1/2GW

Entrance 3: 1S & 1HI

Entrance 4: 2/3S & 3GS

Entrance 5: 3/4BI, 5TI

Entrance 6: N/A

8:27am arrival time:

Entrance 1: KGI

Entrance 2: 3JI

Entrance 3: 2SI

Entrance 4: 4O & 4P

Entrance 5: 5B& 5/6D

Entrance 6: 6N & 6BI

PICK-UP PROCEDURES

- Parents should arrive at 3:00 pm for pick-up. Students will be dismissed from various entrances and staggered dismissal times. **(see Appendix A for map details).**

3:00pm Dismissal time:

Entrance 1: KC
Entrance 2: 1/2GW
Entrance 3:1S & 1HI
Entrance 4: 2/3S & 3GS
Entrance 5: 3/4BI, 5TI
Entrance 6: N/A

3:05pm Dismissal time:

Entrance 1: N/A
Entrance 2: 3JI
Entrance 3: 2SI
Entrance 4: 4O & 4P
Entrance 5: 5B & 5/6D
Entrance 6: 6N & 6BI

All bus students will be dismissed at 3:10pm. Bus pick up is 3:15pm

BUS STUDENTS

- Bus students are to go directly to the bus loop.
- All other students are to go directly to parent vehicles or walk home immediately after dismissal.
- Bus students will line up in their loading order, outside, before boarding buses (this will be practised on staggered entry days).
- Students who are retrieving siblings must establish a meeting area, with the support of their classroom teacher, and depart together upon dismissal.
- Our playground will remain closed after school to ensure all students go home and stay safe. This includes day homes and daycares.
- Students and families are welcome to return after 3:45 pm to use our fields and play structures.

CLEANING AND PROTECTIVE MEASURES

HYGIENE PROTECTIVE MEASURES



- Students will be required to wash or sanitize their hands upon entry and exit from the school.
- All staff and Grade 4-6 students will be mandated to wear a mask (surgical style or cloth face covering that covers both the mouth and the nose).
- Students in grades 4-6 students will receive 2 masks from the Alberta Government and we will be encouraging mask use at all grade levels.
- Exemptions to mask requirements are detailed in the Black Gold Re-entry Plan.

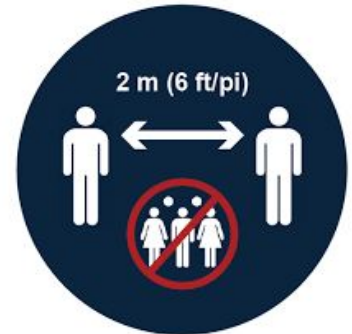
CLEANING

- Cleaning protocols will be strictly adhered to in accordance with AHS guidelines
- All soft furnishings and area rugs have been removed from classrooms as they can't be cleaned to provincial standards.
- There will be frequent cleaning and disinfecting of high-touch surfaces such as water fountains, stair railings, and door handles
- There will be more frequent cleaning and disinfecting throughout the school, with specific attention to washrooms, high-traffic areas, and classrooms
- A day custodian will be provided to attend to all of the extra cleaning needs throughout the day
- Older students will be provided with sanitizing materials in order to wipe down their work area throughout the day, especially before and after eating

PROTECTIVE MEASURES

PHYSICAL DISTANCING

- Physical distancing of 2 metres will be maintained and encouraged as often as possible.
- There will be physical distancing markings on the floor throughout the school and any potential line up areas including the bus loading zone to help students stay safe.



COHORTS

- Each class will be considered a cohort and efforts will be made to maintain physical distance to minimize the risk for disease transmission.
- Every effort will be made to limit the number of cohorts that each student is part of.
- When interacting with people outside the cohort, students will be reminded and encouraged to maintain physical distancing of 2 metres.

In situations where physical distancing is not possible (e.g. buses, classrooms and some sporting activities), extra emphasis on hand hygiene, respiratory etiquette, not participating when sick and cleaning and disinfecting on a regular basis before and after activities is strongly recommended.

— Government of Alberta, Guidance for School Re-entry – Scenario 1

WHAT WILL SCHOOL LOOK LIKE?

HALLWAYS

- Water fountains will be bottle filling stations only.
- Students are asked to bring their own labelled water bottle.
- Bottle filling stations will remain operational.
- Other fountains will be turned off.
- "Stay to the right" will be the preferred method of travel.
- Arrows will help provide direction.
- Appropriate physical distancing will be encouraged when walking the halls either independently or as a group.
- At this time, as per Black Gold policy, there will be no coat-hook or locker use outside of classrooms, but can be used in classrooms.



WASHROOMS

- Washrooms will be cleaned and disinfected several times throughout the day.
- Hand washing signs will be posted in each washroom.
- Each class will be assigned a specific washroom for use.
- The maximum number of students allowed in each bathroom will be posted. Students will be asked to return to class if the washroom has 3 max occupants and 2 students waiting outside.
- Floor stickers will indicate where to wait outside of the washroom.
- Please notify your child's teacher if there are any medical/physical conditions that might make waiting to use the washroom problematic.
- Classrooms are assigned specific washrooms. There will be designated washroom times for classes.



CLASSROOMS

PRE-K / KINDERGARTEN

- Children will stay in their cohort.
- Students will have assigned seating.
- Teachers will move between classrooms, not students.
- Regular hand hygiene will be taught and practised throughout the day. Students will have their own supplies.
- There is no sharing of food, utensils, electronic devices, books, or games.
- All eating takes place in the student's designated classroom at their assigned seat.
- No plush items or carpets that are difficult to clean and disinfect are permitted inside the classrooms. There will be frequent cleaning of classrooms, desks, and any necessary shared learning materials.
- Students will benefit from the Kimochis program to support wellness. Mandatory mask use for staff and encouraged with children.

GRADES 1-6

- Children stay in their classrooms during learning times.
- Students will have assigned seating and desks are organized to encourage maximum space between children.
- All students will face the same direction unless they are at a table
- Teachers will move between classrooms, not students.
- Regular hand hygiene will be taught and practised throughout the day. Students will keep their supplies separate from classmates.
- There is no sharing of food, utensils, electronic devices, books, or games.
- All eating takes place in the student's designated classroom at their desk.
- No plush items or carpets that are difficult to clean and disinfect are permitted inside the classrooms.
- There will be frequent cleaning of classrooms, desks, and any necessary shared learning materials.
- Mandatory mask use for staff and Grade 4-6 students when physical distancing is not possible. All other grades are also encouraged to wear a mask. All students will benefit from increased wellness

supports.

COMING PREPARED

SUPPLIES & TECHNOLOGY

- The school supply lists are posted on our website
- All supplies **MUST** be labelled as there is no sharing of supplies.
- All students must have a labelled water bottle.
- An optional supply list item for grades 1-6 is a personal Chromebook or laptop. By encouraging students to Bring Your Own Educational Device (BYOED), we will be able to minimize the sharing of technology in the classrooms.
- All school-owned technology will be sanitized before and after each student use.
- Teachers will contact students, to inform them of which supplies are needed at the start of the year.

LUNCH, TREATS & NUTRITION PROGRAM

- Students are required to bring their lunch and snacks each day.
- Students are encouraged to bring food in thermal containers if warm lunches are desired.
- Family members may not drop off lunches and if a student forgets their lunch, families need to phone the school to work out a solution.
- Based on AHS guidelines, no treats or snacks may be dropped off for birthdays or other celebrations.
- Hot lunch will not be available until further notice.
- Office staff will hand out pre-packaged or prepared food items for those students in need.

RECESS AND PHYSICAL EDUCATION

PHYSICAL EDUCATION

- 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. Students are required to be dressed for the weather.
- Teachers will choose activities that support physical distancing.
- Minimal equipment will be utilized.
- When equipment is part of a lesson, it will be cleaned and disinfected. Students must wash or sanitize their hands before and after using equipment.
- Students will also wash or sanitize hands before and after Phys. Ed.

RECESS

- All students will go outside for morning and lunch recess times.
- Masks will not be required outdoors, however, students must wear masks to walk through hallways and boot rooms to get outside.
- Student recess times will be staggered.
- Morning Recess: Students will be assigned a designated area to play and time.
- Lunch Recess: Students will be divided into two main groups. Group one will play first, then eat second. Group two will eat first then play second.
- Students will rotate between designated play areas throughout the month.
- Playground structure: Students may use the playground with their cohort group during their designated time. Hand hygiene before and after recess is mandatory.

MUSIC

- Music will continue for the 2020-21 school year.
- The music teacher will move from class to class rather than students going to a music room.
- Students will not be participating in singing or using wind instruments during music class.

LIBRARY

- The library will be closed for the month of September.
- Our librarian will use the month of September to check in all books that were dropped off over the spring and summer, to organize the space, and create some new protocols.
- Students in the upper grades will be taught how to access the Destiny program and sign out e-books.
- Older students will also learn how to place a physical book on hold and in the latter part of fall, these books will be delivered to classrooms.
- Books will not be able to go home. They will be stored in student desks. Returned books will go through a 72-hour quarantine before they are checked in, shelved, or redistributed.
- After September, teachers will be able to sign out books to bring to the classroom for students to read while at school.

ACTIVITIES

ASSEMBLIES

- Assemblies and celebrations will be conducted in small groups or virtually within the school to adhere to appropriate physical distancing requirements.
- Keeping students together in their cohorts will be the primary focus when determining whether assembling students is required.

EXTRA-CURRICULAR & FIELD TRIPS

- Extra-curricular activities, field trips requiring bussing, and all overnight student excursions are postponed.
- If a field trip occurs within close proximity to the school and other safety protocols remain in place, they will be supported. eg. Walking field trip
- This will be reviewed by Black Gold by November 30, 2020.

SCHOOL COUNCIL AND FUNDRAISING SOCIETY

- Our school council and Fundraising Society remains an important part of our school. We believe that parent engagement and an opportunity to have a voice is essential.
- School council members and our school administration may choose to meet via an online environment or face-to-face.
- All meetings must follow AHS guidelines. In-person meetings will be restricted to hours outside of regular school operational hours and physical distancing and hand hygiene must be strictly adhered to.

APPENDIX A: SCHOOL LAYOUT AND DOOR MAP

BELLEVUE ASSIGNED DOORS



APPENDIX B: IMPORTANT LINKS

[ALBERTA HEALTH SELF- ASSESSMENT](#)

[ALBERTA HEALTH DAILY CHECKLIST](#)

[ALBERTA GOVERNMENT SCHOOL RE-ENTRY PLAN](#)

[BLACK GOLD RE-ENTRY PLAN](#)

[COVID-19 IN SCHOOL RESOURCE GUIDE](#)

[GUIDANCE ON NON-MEDICAL MASK USE](#)

[ALBERTA GOVERNMENT PARENTS' GUIDE](#)

SIGNAGE AROUND THE SCHOOL:

The following appendix pages include the signs that will be posted around the school building to help enforce safety protocols.

CONTACT INFORMATION:

Please call, email, or go to the EBS website for additional information.

General office email: ebs@blackgold.ca

Principal email: jennifer.elkhatib@blackgold.ca

General office Number: 780-929-8663

EBS website: <https://ebs.blackgold.ca/>

APPENDIX C: SIGNS AROUND THE SCHOOL

COVID-19 INFORMATION

PRACTICE PHYSICAL DISTANCING

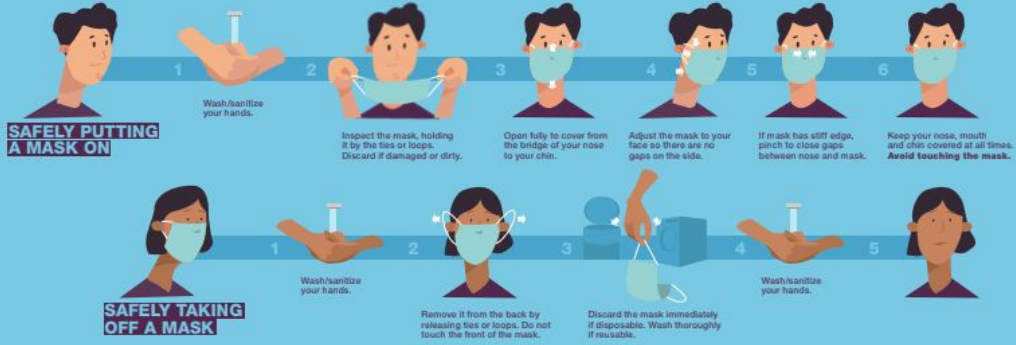
Keep at least 2 metres (about the length of a hockey stick) between you and others. If you are too close to someone who coughs or sneezes, you risk breathing in tiny droplets that could contain the COVID-19 virus.

COVID-19 INFORMATION

HOW TO WEAR A NON-MEDICAL MASK

Non-medical masks, including homemade cloth masks, can help prevent the spread COVID-19. They are another tool to use in places where it's difficult to keep two metres from other people for extended periods of time – such as public transit, grocery stores, pharmacies, hair salons, airplanes and some retail shops.

Masks do not replace proper hygiene, physical distancing or isolation to prevent the spread.



FOR MORE INFORMATION ON WEARING AND CARING FOR YOUR MASK

alberta.ca/masks

Alberta

KEEP A HEALTHY DISTANCE FROM EACH OTHER



■ In hallways

■ In the playground

DO NOT SHARE THINGS

Do not share personal items, including food, and store your belongings separately.



COVID-19 INFORMATION

DO NOT ENTER IF SICK



Students and family members should not enter school if they have any of these symptoms:

- Fever
- Feeling unwell/Fatigued
- Cough
- Nausea/vomiting/diarrhea
- Runny nose/nasal congestion
- Unexplained loss of appetite
- Sore throat
- Painful swallowing
- Shortness of breath
- Chills
- Loss of sense of taste or smell
- Muscle/joint aches
- Headache
- Pink eye

Stay home if you had close contact with someone who is ill or suspected of having COVID-19.

alberta.ca/returntoschool

Alberta

THINGS TO DO TO STAY SAFE

-
- Wash your hands
 - Keep a safe distance from each other
 - Cover your cough
 - Stay home if sick
 - Do not share food or personal items



COVER YOUR COUGH

Cough and sneeze
into your elbow

Wash your
hands after



WASH AND SANITIZE YOUR HANDS



BEFORE

- entering school
- entering your classroom
- eating
- leaving school

AFTER

- sneezing or coughing
- using shared equipment
- using the washroom, water fountain, vending machine and microwave

alberta.ca/returntoschool

Alberta