Saskatoon Public Schools

REOPENING PLAN
2020-2021

THIS SCHOOL DIVISION PLAN WILL EVOLVE AS REQUIRED BY EMERGING HEALTH RISK ASSESSMENTS. ADDITIONAL COMPREHENSIVE PROCEDURES/GUIDELINES FOR STAFF AND STUDENTS/PARENTS/CAREGIVERS ARE CURRENTLY BEING DEVELOPED AND WILL BE DISTRIBUTED DURING THE SECOND WEEK OF AUGUST.

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THE STRATEGIC PLAN WILL CONTINUE TO GUIDE DECISION MAKING

The Saskatoon Public Schools’ strategic plan serves as a foundational lens through which we engage with students, parents, and community partners. Our students’ wellbeing, ability to persevere, and engage in high quality learning opportunities has never been more important. The curriculum continues to be our focus and our professional practice targets continue to be found within the Saskatoon Public Schools Framework for Teaching. These have not changed. The context in which they are actualized has changed and we need to take this opportunity to reflect, revision, and reimagine our work within a more blended learning environment.

OUR VISION

Every Student is Known • Valued • Believed In

ACADEMIC EXCELLENCE
Students will achieve success in their learning goals

CHARACTER
Students will demonstrate respect, responsibility, and perseverance

ENGAGEMENT
Students will actively participate in relevant and meaningful learning

WELL-BEING
Students will develop the skills to make healthy choices

OUR COMMITMENT

We will create learning experiences that inspire all students to reach their potential.
FULFILLING OUR COMMITMENT

RELATIONSHIPS  We will
• foster caring and supportive relationships
• honour diversity
• create welcoming and joyful spaces
• develop and grow community partnerships

EQUITY  We will
• be open to all
• maintain high expectations for all
• enact anti-racist/anti-oppressive practices
• pursue a representative workforce

ACCOUNTABILITY  We will
• respond to student needs through evidence-based practices
• focus on Indigenous student success
• pursue continuous improvement
• ensure safe, caring, and accepting environments
PREPARING FOR FALL 2020: GUIDELINES FOR SUCCESSFUL REOPENING OF SCHOOLS

INTRODUCTION

On June 9, 2020, the Government of Saskatchewan announced that “Saskatchewan prekindergarten to grade 12 schools will resume in-classroom learning for the upcoming school year.” Additionally, the news release states:

*The Government of Saskatchewan’s priority continues to be the health and safety of students, staff, and caregivers. The Chief Medical Health Officer will continue providing advice and recommendations as the planning and implementation process takes place.*

Further:

*While a return to the classroom in the fall is the scenario being planned for, there will be contingency plans in place in the event that there becomes an elevated transmission risk, and in-class learning cannot resume as planned, either regionally or provincially.*

Return to in-school learning will comply with the [Re-Open Saskatchewan Plan](#), that outlines detailed safety guidelines and procedures.

Recent events have allowed us to reflect on and learn more about how to meet the needs of our students. This has provided us with an opportunity to strengthen our ability to create learning experiences that inspire all students to reach their potential.

Please note that staff are expected to be physically present in school buildings, even for the provision of online learning. All students are also required to participate in the learning program regardless of whether the instruction is face-to-face or through online programming.

STUDENT AND STAFF SAFETY – COVID-19 INFORMATION

COVID-19 INFORMATION

COVID-19 is a virus that spreads through close person-to-person contact. The infection transmits via coughing and sneezing (droplet transmission). It can also be spread by touching surfaces with the virus on it and then touching your mouth, nose, or eyes before washing your hands.

Symptoms of COVID-19 are like other respiratory illnesses, including the flu and common cold. Symptoms of COVID-19 can be found at the following [link](#).
As a respiratory illness, the best method to protect yourself against COVID-19 is to practice everyday preventive actions, including:

- Practice proper cough and sneezing etiquette (into a tissue or the bend of your elbow)
- When physical distancing is not achievable, wear a mask
- Wash your hands often with soap and water; if soap and water are not available, use an alcohol-based hand sanitizer
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Clean and disinfect your home regularly
- Maintain safe food practices
- Avoid close contact with people who are sick
- Avoid unnecessary travel to affected areas; and
- Avoid large crowds and practice physical distancing (do not shake hands, hug or kiss)

SELF-ISOLATION AND SELF-MONITORING

Self-monitoring is paying attention to your health and identifying any symptoms of illness. The Government of Saskatchewan recommends everyone to self-monitor. If you begin displaying symptoms, you should self-isolate and contact HealthLine 811 for directions for testing.

Self-isolation is required if you have been diagnosed for COVID-19, or recently returned from travelling internationally. If you are experiencing cold or flu-like symptoms, contact HealthLine 811. You may be told to self-isolate, which means stay at home until you receive the results of your test. You are also asked to continue to monitor yourself for symptoms, avoid all contact with others, and follow local public health authority advice. If you have COVID-19, you must isolate until you have medical confirmation that you are illness-free.

IF A STUDENT IS SICK

If a student is experiencing cold or flu-like symptoms (fever, cough, headaches, aches and pains, sore throat, chills, runny nose, loss of taste or smell, shortness of breath or difficulty breathing), they must not attend school. Parents/caregivers should contact HealthLine 811 for direction.

If the student is referred for testing, they must remain home and self-isolate until they have received their results and direction from the health authority.
IF A STUDENT BECOMES SICK AT SCHOOL

All schools will be asked to have an isolation space for anyone with COVID-19 symptoms that cannot leave the facility immediately. If a student or staff member is showing symptoms, they will be isolated in this space and provided with a mask until they can be picked up. Students must be supervised in this area. After the student/staff member has been picked up, the space will be cleaned and sanitized.

IF A STUDENT OR STAFF MEMBER TESTS POSITIVE FOR COVID-19

Direction from the Saskatchewan Health Authority will be forthcoming.

CURRICULUM, INSTRUCTION, AND ASSESSMENT K-12

Teachers will plan and provide engaging learning opportunities for all outcomes within all subject areas. Students will be responsible for demonstrating understanding in all outcomes of the curriculum.

All teachers will implement an online platform (such as Google Classroom) to communicate with students/families to support in-class lessons when possible.

Note: Providing learning supports using an online platform is not the same as online teaching and learning.

PERFORMING ARTS GUIDELINES

A performing arts program may be offered if the school has a space that will limit physical contact/promote physical distancing and will be cleaned according to Ministry guidelines. Performing arts programs from each school will consult the Re-Open Saskatchewan Performing Arts Guidelines to determine the programs that will be offered in the fall.

EXTRACURRICULAR PROGRAMS

Plans for extracurricular activities and other gatherings will be developed in consultation with the Chief Medical Health Officer once the group/gathering limits for fall 2020 are known.

SCHOOL OPERATIONS K-12

Safe and orderly environments have always been a primary consideration for operational plans. Saskatoon Public Schools will follow the guidelines and recommendations of the Chief Medical Health Officer to reduce the risk of infection and contain any potential spread of COVID-19. With support from division personnel,
every school will develop additional safety and emergency plans specific to COVID-19 appropriate for the school community (staff, students, parents), the facility, and its playground/outdoor spaces.

**STUDENT GROUPING**

As much as possible, student groups will remain consistent in elementary schools to limit the number of student interactions during the school day. This will also assist public health officials in their efforts to trace contacts and contain an outbreak.

Collegiates will be adopting a block schedule for 2020-2021. A block schedule means student will be taking fewer classes per day while maintaining the option to achieve ten credits per school year. The details of the block schedule will be determined shortly.

The rationale for student groups/block schedules include:

- Students and teachers will have fewer interactions and transitions.
- Extended interactions between multiple groups of students will be reduced.
- Breaks can be staggered and coordinated.
- If it is necessary to return to online learning or move to a hybrid approach, students and teachers will be responsible for fewer courses at one time.

**ARRIVAL AND DEPARTURE TO SCHOOL**

Each individual school will be creating a plan to ensure efficient and safe pick up and drop off at the school. Parents and caregivers are asked to transport their own children when possible. Picking up and dropping off students outside of the building is encouraged, unless there is a need for the parent or caregiver to enter the school. Elementary schools will facilitate arrival and departure by having designated muster points for staggered entry/exit. This will be evaluated throughout the fall.

If parents or guardians must enter the school during arrival and departure times they will be required to fill out a health questionnaire, sanitize and wear a mask before entering the building. The form can be filled out online ahead of the visit or by accessing the QR code posted at the entry door of the school. This form will note their entry and exit time and confirm they are in good health. These forms will be used if a contact tracing investigation is necessary. In the school, parents and caregivers should maintain physical distance from staff and other students and should practice diligent hand hygiene.

For families dropping off students at an extended day program or daycare in the school, they should confirm pick up and drop off requirements with the program.
• At the beginning of the year, elementary classrooms will have designated muster points for staggered entry/exit. This will be evaluated throughout the fall

ENTERING AND EXITING THE BUILDING

• Where possible, schools will assign groups of students or classrooms specific doors to enter and leave the school.

• Appropriate door signage to ensure those entering the school have done a self-health check.

STUDENT AND STAFF MOVEMENT THROUGH THE SCHOOL

• Visual instructions for proper hand washing will be displayed by every sink.

• Directional arrows to support safe movement in schools will be implemented.

• Social distancing decals will be placed where necessary.

STUDENT ACCESS TO WATER

• Water bottle filling stations have been installed in every school.

• Water fountains have been temporarily disabled.

• Students are asked to bring a reusable water bottle filled from home to school every day. This water bottle is for personal use and must not be shared with others.

WASHROOM PROTOCOLS

• Schools will develop a plan for washroom use to try to limit the number of students in a washroom at a time.

• Where possible washrooms will be assigned to groups or classes of students.

• Increased cleaning and sanitization will occur in all washrooms.

• Visual instructions for proper hand washing will be displayed by every sink.

RECESS BREAKS

• Schools will develop plans to promote student groups staying together and physical distancing during non-instructional time. This may include staggering of break times and assigned outdoor spaces for groups of students.
STUDENT REGISTRATION

Student registrations will be accepted in person, online, or by phone. If a family requires a meeting or a face to face conversation, they should contact their school to set up a meeting.

VISITORS

Parents/caregivers are encouraged to contact the main office to make an appointment if they need to come to the school. At this point, we request that this occur only if necessary. The exception is for parents of kindergarten students that will be in the school to support their child during the staggered start.

Until further notice, there will be no external presentations/guest speakers allowed in schools.

ASSEMBLIES

- Assemblies and gatherings will be limited to class groups.
- Large assemblies/meetings will occur virtually to limit interactions of students.
- If gatherings (meetings) occur, they will access large open spaces (i.e. gyms) to allow for appropriate physical distancing.

CLASSROOM CONSIDERATIONS

In the Government of Saskatchewan’s Primary and Secondary Educational Institution Guidelines, schools are not required to meet a specific physical distance between individuals. With students – especially young children – maintaining physical distance is challenging. The school division’s focus will be on limiting physical contact between students and use of shared materials used in day-to-day learning. Measures will include:

CLASSROOM SETUP

- Unnecessary furniture may be removed from classrooms to provide greater space between students and encourage new methods of interacting to avoid close contact.
- When possible, students should be arranged so they are not facing each other (e.g. arranged in rows rather than in small groups of four or a semi-circle).
- Area rugs and soft furnishings that cannot be easily cleaned and disinfected must be removed.
- Each classroom will be determining a flow for student movement and will be clearly marked with directional arrows.
• Each classroom will determine the nearest hand washing/sanitation station that will have access to soap and paper towels.

LIMITING SHARED MATERIALS

• All students will be responsible for their own school supplies. Sharing of student personal supplies such as electronic devices, writing instruments, supplies, and food will not be allowed.

• Learning materials that are shared amongst students during classroom lessons will be reduced and sanitized. Items that cannot be easily cleaned and disinfected will not be used. No stuffed toys or porous items will be permitted.

• Computers used in the school that are shared by students will be cleaned between each use, and where possible the computers will be grouped to reduce the number of students using each machine.

ACTIVITIES AND INTERACTIONS

• Staff members will be encouraging students to limit physical contact and will be modeling new ways to interact using games that include basic principles such as ‘two-arm lengths apart’ and avoid close greetings like hugs or handshakes. Encourage physically distant greetings such as air-fives and waves.

• Classroom activities will be planned that avoid physical contact or the close gathering of students. Avoid activities that require clustering around an item or small area.

• At this time field trips requiring the use of buses or requiring vehicle use will not be permitted. However, classes will be able to take field trips if walking or biking can be used for going to and from the destination. At the destination, students and staff members must be able to maintain appropriate physical distancing, limited physical contact, and must practice good hygiene.

LOCKERS

In order to limit crowding and support cleaning, students are asked to bring what they need for the day packed in their backpack.

• Elementary schools will develop plans for storage of student materials.

• In collegiates, lockers will be made available by request only. Distancing of utilized lockers will be maintained by the school.
ONLINE LEARNING FOR STUDENTS

On June 26, 2020, the Minister of Education stated that classroom teachers will not be expected to assume double-teaching responsibilities for students who choose not to return to school in the fall. The school division is working diligently to develop plans that will offer learning and work environments that are as safe as possible. It is acknowledged that, for various reasons, some families will choose to keep their children at home rather than have them attend face-to-face instruction. These students will have the opportunity to engage in an online learning program. For students that remain at home, specialized therapies, professional assessments, and other services may be provided face-to-face that cannot be provided virtually.

ONLINE LEARNING (10-12)

- Students wishing to take online classes will have the opportunity to do so through Saskatoon Public Schools Online Learning Centre via the ministry Blackboard platform.

- Saskatoon Public Schools Online Learning Centre currently offers high school courses required for a credit pathway towards graduation, and this flexible approach allows for multiple registration opportunities and the completion of coursework at any time of the day.

- Full Saskatchewan curriculum will be delivered.

- Students can take two online courses at a time with a maximum ten classes per school year. For additional questions, contact the Online Learning Centre at olc@spsd.sk.ca.

ONLINE LEARNING (K-9)

- Families currently registered with Saskatoon Public Schools who are choosing online programming will inform their current school of their choice. Communication regarding program details will follow.

- Students new to Saskatoon Public Schools who are choosing online programming can register online or in person at their neighbourhood school. The online registration option will be available as of August 10. Once registered communication regarding program details will follow.

- Once a student is registered at their school for online learning, students will be grouped in grade alike classes with a designated teacher who will provide the programming.

- Full Saskatchewan curriculum will be delivered.

- Families are not responsible for providing curriculum learning opportunities but are encouraged to support learning opportunities provided by the teacher.
PREKINDERGARTEN AND KINDERGARTEN CLASSROOMS

HOME VISITS (PREKINDERGARTEN)

This fall, home visits will not be possible. However, these visits are valuable to meet the family, learn about the child, and make decisions around placement. Options to consider instead of home visits include:

- Playground visits
- Telephone calls
- Online meetings

During these visits, the home visit books and prekindergarten calendar can be distributed. These materials will arrive at schools in August.

FAMILY DAYS (PREKINDERGARTEN)

Family days may be hosted virtually or in person with small groups if they take place in a safe environment that follows the direction of the Chief Medical Health Officer and guidelines of the Government of Saskatchewan.

EXTENDED STAGGERED START

Schools will be able to extend their staggered start for kindergarten and prekindergarten students this fall. This will allow schools to have the families visit the classroom, learn about the health and safety protocols that will be in place, and tour the school. During this time schools should consider:

- Inviting small groups of students and families to attend at one time for an orientation of the classroom (open house).
- The needs of families who speak limited English (more supports to follow).
- Where possible, have the prekindergarten teacher join the kindergarten class for small periods of time to support student transition. (This might be considered for grade ones with kindergarten teachers as well).
- With staggered start being extended into the week of September 8, these staggered starts will be half days only and will begin September 2 and end September 9. Regular classes will begin September 10.
- Half day programs will attend a half day on September 10 and a half day September 11.
- Tuesday/Thursday full day programs will start on September 10.
- Monday/Wednesday full day programs will start September 11.
CLASSROOM ENVIRONMENT

Prekindergarten and kindergarten programs look different than other classrooms in the school. These programs are unique in their pedagogical approach and address the specific needs of young children. As such, schools must consider the classroom and learning environment differently. Classroom considerations include:

- Ensuring healthy hygiene behaviours and practices are established through teaching protocols and procedures to students (handwashing, covering coughs and sneezes, avoiding touching the face).

- Supporting students with limiting physical contact (hugs and handshakes etc.) and instead encouraging “air high fives”, waves, winks, saying hello in sign language, giving the peace sign, etc. Remember that young children are by nature physical and social beings.

- Rather than free play and movement throughout the classroom, limit play by creating small, consistent groups with procedures for students to move from one area of the room to another. For example, create smaller play groups that move at a time determined by the teacher from one area to another in the classroom. Handwashing should occur before entering each play area.

- Utilizing outdoor play spaces as much as possible.

- Utilizing materials that delineate individual spaces to sit. (i.e. hula hoops, tape on the floor, assigned chairs, etc.)

- Reducing the number of toys available. Remove toys that are hard to sanitize or clean. This includes soft toys. Many materials and games can remain in use if children are instructed to wash their hands before and after use. Instruct children to avoid putting toys/materials in their mouths. Do not use sand tables, water tables, and other sensory areas that are intended for multi-student use.

- Practicing physical distancing at snack and lunch times. Children are not allowed to participate in food preparation. Food from home must not be shared with other children.

- Creating bins/baggies of supplies for each student. Markers, scissors, crayons, playdough, etc. should all be individualized to one student and not shared between children.

- When possible, increase the distance between nap mats (in full day prekindergarten programs). Nap mats should be wiped down after each use.

- Creating a cleaning schedule for the classroom to ensure that surfaces and toys are cleaned regularly.

CONSIDERATIONS FOR STUDENTS IN SPECIAL EDUCATION PROGRAMS

Special education classrooms will require enhanced cleaning and sanitization and staff in these programs will be asked to contact each family to determine if any additional restrictions are needed (that can be accommodated within current Ministry guidelines).
Use of personal protective equipment (PPE) (masks, face shields, gloves) is highly recommended in these classrooms and is required for staff members providing personal care to students. Staff will be trained on all individual student plans, as well as general sanitizing and cleaning needs.

**DISINFECTION PROTOCOL FOR SCHOOL START-UP**

**SUMMARY**

To support a safe environment for students, staff, and families, regular disinfection of surfaces that individuals regularly touch will be of high importance. The disinfection of a surface is the process of applying a mixture of water and disinfectant (as per manufacturer’s recommendation) to surfaces to kill any virus that may be present.

**RATIONALE**

- Prevent the transmission of COVID-19 through the disinfection of high touch surfaces throughout our facilities.
- Coordinate tasks so everyone is working together to ensure a safe environment.
- Increase sanitization in areas where there is a higher possibility of transmission.

**SANITIZATION PROCESS**

A mixture of water and disinfectant per manufacturers recommendation is required. The mixture is placed in a pail or spray bottle depending on the method being used. Disinfection is not the action of cleaning a surface. It is the action of coating a surface with a light film of the disinfecting mixture and allowing it to air dry. The dry time allows for the disinfectant to work.

A spray bottle and rag or roll of paper towel must be available in every room of the facility. Disinfecting methods are as follows:

**STAFF RESPONSIBILITIES**

**Administration:**

Ensure disinfection procedure is followed.
Teachers and Support Staff:

- Disinfect any technology after use that others may come in contact with:
  - Photocopier
  - Staff room appliances
  - Telephones
- Assisting and supervising any disinfection performed by student within a classroom:
  - Computer keyboards
  - iPad/laptops
  - Student workstations
  - Toys after use
  - Student desks after snacks or lunches
- Inform caretakers when low on disinfectant in the classrooms
- All keyboards and mouse used in computer labs must be disinfected

Caretaking Staff:

Sanitization of touchpoints in schools will take place four times daily:

- Immediately after school begins
- Immediately after recess begins
- Immediately after lunch
- End of day when everyone has left

- Disinfecting of main push/pull points in hallways and entrances to be completed
  - Doorknobs
  - Crash bars
  - Light switches
  - Hand sanitizer stations
  - Push plates
  - Handrails

- Washrooms
  - Counter/vanity tops
  - Taps
  - Flush valves
  - Paper towel dispensers
  - Soap dispensers
  - Cubicle locking mechanisms

- Classrooms
  - Light switches
Caretaking staff are to ensure that all paper products, soap, and hand sanitizer dispensers are always filled by checking them regularly. Spray bottles must be filled when needed. The building operator must be sure that the school is well stocked with soap, disinfectant, paper towel, and disposable gloves. Regular inventory must be taken, and supplies ordered in a timely fashion.

TRANSPORTATION

- Parents will be asked to transport their own children where possible.

- For contact tracing purposes, students will be assigned seats on buses, and a record of the seating plan will be kept. Students who live in the same household should be seated together.

- Cleaning and sanitizing of buses or other vehicles used to transport students must be completed between each run.

- No travel for extracurricular activities is permitted at this time and staff are not to provide personal transportation.

- Student loading, unloading, and transfer procedures must be established that support physical distancing of all persons (except household members), when possible and should include:
  - Students start loading from the back seats to the front of the bus.
  - Where feasible, limit the number of students per bench unless from the same household.
  - Students start unloading from the front seats to the back of the bus.

- For the safety of all passengers, parents/guardians of students requiring additional supports are recommended to wear masks when loading and unloading their student.

FOOD AND NUTRITION PROGRAMS

Proper hand hygiene must be practiced before and after eating.
FOOD BROUGHT FROM HOME:

- Parents/guardians will be asked to have student food provided in clean containers with their own utensils.
- Students should bring items for lunch that they can open unassisted to limit contact from others, such as reusable containers, juice box wrappers, screw tops.
- Each student will be encouraged to use reusable containers and utensils to limit garbage resulting from their lunch. Zero-waste lunch is preferred.
- Food must not be shared with other students and should be stored with the student’s belongings.
- Students must not share utensils, dishes, and water bottles or drink containers.

CLASSROOM MEALS AND SNACKS:

- Students are encouraged to go home for lunch when possible.
- Students staying at school over the lunch break must eat in their classrooms at their desk or in a designated area. Schools with a cafeteria/lunchroom will determine how this space is best utilized. This may include:
  - Alternate groupings to reduce the numbers of people dining together at one time.
  - Remove/rearrange dining tables to maintain physical distancing.
  - Stagger meal service times to reduce the numbers of people present at any one time.
- There will be no microwaves available for student use.
- There must be no common food items (e.g., salt and pepper shakers, ketchup).

FOOD SERVICE PROGRAMS (BREAKFAST PROGRAMS, CAFETERIA, HOT LUNCH AND NUTRITION PROGRAMS)

- Food service establishments must follow the Saskatchewan Health restaurant guidelines.
- Food preparation areas remain closed to non-designated students, staff, or visitors.
- Do not use self-serve buffets. Instead, switch to pre-packaged meals or meals served by staff.
• School-supplied food should be delivered directly to the classroom.

• Utensils should be used to serve food items. Reusable utensils must be cleaned and sanitized after each use.

• Dispense cutlery, napkins, and other items to students rather than allowing them to pick up their own items.

• Students are not allowed to participate in food preparation for any nutrition program unless the students are participating in Commercial Cooking and/or Food Studies.

• Practical and Applied Arts, Commercial Cooking and Food Studies programs will continue to be offered. Within the context of Commercial Cooking and Food Studies, students learn about safety and sanitation in the preparation and storage of food, and Commercial Cooking may involve students participating in the preparation and service of the school cafeteria. The precautions taken must follow the direction of the Chief Medical Health Officer and Re-Open Saskatchewan, including the Restaurant and Licensed Establishments Guidelines as applicable for their facility.

• Any food contact surfaces, including water fountains/dispensing equipment, must be disinfected with a product safe for food surfaces or immediately rinsed following disinfection.

• Garbage bins should be emptied frequently.

SAFETY PRECAUTIONS IN SCHOOLS

HYGIENE

Proper hand hygiene is a key element to reducing the spread of illness. Students will be taught and expected to follow proper hand hygiene. This includes washing hands with soap and water for at least 20 seconds and the frequent use of hand sanitizer. Visual instructions for proper hand washing will be displayed beside every sink.

Hand sanitizer will be available in all schools at all entrances and in every classroom. Students are encouraged to bring their own bottle of hand sanitizer.

There will be numerous prompts to wash hands or use hand sanitizer throughout the day, such as when first entering the building, entering the classroom, or immediately before and after recess.
MASKS AND EYE PROTECTION

According to the Saskatchewan Health Authority and the Ministry of Education, the use of masks is currently not required in schools. However, since some people carrying COVID-19 do not exhibit symptoms, the following additional measures will be implemented to protect other people from spreading the illness.

- Students are encouraged to wear their own masks at school when physical distancing is not achievable.
- Staff members will be provided with a reusable mask and face shield and are encouraged to wear personal protective equipment when physical distancing is not achievable. Staff members may also choose to use their own mask.
- Masks and/or face shields must be used when in close contact with a sick student or staff member.

ADMINISTRATIVE PROCEDURE ON COVID ILLNESS

A draft Administrative Procedure has been developed and will be sent to stakeholders for feedback during the week of August 4. Once the feedback has been incorporated, the Administrative Procedure will be posted to the public website by August 31, 2020.