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August 26, 2020

Good afternoon Charger families,

Thank you all for your patience as our school leadership team put together a return to school plan for our learning community that keeps health and safety at the forefront. This document contains information specific to Centennial Collegiate. We have taken our direction from the Chief Medical Officer, the Response Planning Team and our Board of Education in completing our safety plans. We encourage you to refer to the school division [Saskatoon Public Schools Parent and Caregiver Handbook](#) for general information on Saskatoon Public schools. This parent handbook provides detailed information on many important topics including:

- Safety Precautions
- Curriculum and Assessment
- Support Services
- Food and nutrition programs
- Facilities
- Supporting Students

The guidelines of this handbook will be adhered to by our school.

The following information represents our school specific plan for a safe return to school at Centennial Collegiate. Please note that the plan is subject to change at any time based on direction from Saskatchewan's Chief Medical Health Officer. Changes will be communicated as they occur.

#### **Hygiene:**

All visitors to the school are asked to complete the health check that is available at the main entrance to the school. There is a QR code available that provides access to this document upon arrival. We will also provide paper copies for those who don't have access to a device. The main office door will remain closed; however, a table will be set up outside with copies of the document as well as the code to scan. Hand sanitizer will also be available for use. Masks are required to be worn in the school by all visitors.

#### **Parent/Caregiver Access to Schools:**

To assist us with safety, we are asking that families do their best to make appointments to see someone at the school. At this point, we request that this occur only if necessary.

We can be reached in the following ways:

#### **Phone:**

Main Office	306 683-7950
Student Services	306 683-7956

**Email:**

Centennial School@spsd.sk.ca

**Daily Screening** - We are asking students and staff to screen themselves each day. **If you are experiencing any of these symptoms – please stay at home.** Contact Healthline 811 for assistance and indicate you are a student to be prioritized.

**How do you feel today?**

Every morning, please check to see if you are experiencing any of these symptoms:

- Fever or chills
- Cough
- Headache
- Aches and pains
- Sore throat
- Runny nose or congestion
- Loss of taste or smell
- Shortness of breath or difficulty breathing
- Fatigue
- Nausea or vomiting
- Diarrhea
- Conjunctivitis
- Dizziness

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If a student is referred for testing, they must remain home and self-isolate until they have received their results and directions from the Health Authority.

Each classroom has been provided hand sanitizer as well as spray sanitizer. There will be hand sanitization stations at all entrances to the school. Students will be reminded to wash their hands or use hand sanitizer throughout the day, such as when first entering the building, entering the classroom, or immediately before and after break and lunch. Signage will be posted as reminders and teachers will also monitor this practice. Students will enter the school using the entrances specified on their first day back.

**Illness in Care:**

If a student becomes sick at school, they will be directed to our isolation room and provided with a medical mask until they can be picked up. Staff will wait with the student while wearing a mask and face shield.

We ask that parents or caregivers pick up the student immediately. It is very important that our records reflect accurate contact information, including emergency contacts in case parents or caregivers are unable to be reached. School staff will not transport the student home. After the student has been picked up, the isolation room will be cleaned and disinfected.

The school will also contact public health officials to provide notification of the student being removed from school due to illness. The student's classroom will be cleaned and disinfected, with attention to the student's desk and surrounding desks as well as any other common touch items in the classroom and/or other school facilities the student had access to that school day, such as washrooms.

### **Masks:**

At Saskatoon Public schools the health and safety of our students and staff are our number one priority. As indicated in the Parent and Caregiver Reopening Handbook:

- Staff and students are required to wear masks at all times when appropriate distancing cannot be maintained.
- When physical distancing is achievable, mask breaks may occur (i.e. outdoor learning).
- All students are required to wear masks while riding the bus.
- All visitors must wear masks.
- Saskatoon Public Schools will provide one reusable mask for each student. Additional disposable masks will be made available to students when needed and required.
- Students are welcome to bring their own masks.
- In some situations, wearing a mask may not be possible for a student. In these instances, school staff members will work with parents/caregivers to consider accommodations. More information can be found on the [CDC website](#).
- Staff members will be provided with a reusable mask and face shield for use as needed. Staff members may also choose to use their own mask.
- More information about the proper usage of masks or face coverings is available from the [Public Health Agency of Canada](#).

### **Entering / Exiting the School:**

- We have assigned exit and entry points based on the level of the course the student is in. We have numbered our entrances with the exception of the front/main entrance as it is a joint facility with the Soccer Centre. Students will be asked to use the entrance they have been assigned again to avoid congestion and to assist in social distance practices. Classrooms will be open a minimum of 15 minutes prior to commencement of class to allow students to enter at varying times. If students need to arrive to the school earlier, they will be asked to utilize one of the assigned spaces – Library or Commons and sanitize their space upon leaving with the products provided.
- Grade 9 options - Entrance/Exit Main or 2
- 10 level class options – Entrance/Exit 1 or 5
- 20 level class options – Entrance/Exit 1 or 5
- 30 level class options – Entrance/Exit Main or 2
- FLS/Special programs – Main Entrance

\*\*Please note we have our Foods/Sewing lab using Entrance 6. Entrance 3 & 4 are closed until start of Quint 3 due to portable construction. Students may have new entrances assigned once construction is complete.

### **Staggered Start:**

The province announced that the first day of classes will be on September 8<sup>th</sup>. To allow staff and students to adjust to new protocols and procedures we will have a staggered two day start up. Your morning class will be considered your homeroom class for the entire quint. Please go to your Maplewood account to access your timetable as you will need to go to **your period 1** class from Quint 1 on the day you are scheduled below:

- **Tuesday, September 8<sup>th</sup>**
  - **Grade 9 courses period one only from 8:50-11:30 a.m.**
  - **20 level courses period one only from 12:30 – 3:10 p.m.**
  - **Special programs (FLS) TBD (9:10 – 2:40)**
  
- **Wednesday, September 9<sup>th</sup>**
  - **10 level courses period one only from 8:50-11:30 a.m.**
  - **30 level courses period one only from 12:30 – 3:10 p.m.**
  - **Special programs (FLS) TBD (9:10 – 2:40)**
  
- **Thursday, September 10<sup>th</sup> will be a full day for all students following the Quint 1 schedule**

**School Day/Year Structure:**

To support the health and safety of students and staff members, all collegiates will be adopting a block schedule for 2020-21. The school year will be divided into five learning terms or “quints.” A student will take two courses in each quint, one in the morning and one in the afternoon. Each period is 159 minutes long with a staggered 10-minute break. Here is how the traditional semester schedule translates into the Quints:

Q1 Sep. 8 – Oct. 28	Q2 Oct. 30 – Dec. 17	Q3 Jan. 4 – Mar. 2	Q4 Mar. 4 – Apr. 30	Q5 May 4 – Jun. 23
Semester 1 Period 1	Semester 1 Period 2	Semester 1 Period 3	Semester 2 Period 1	Semester 2 Period 2
LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
Semester 1 Period 4	Semester 1 Period 5	Semester 2 Period 4	Semester 2 Period 5	Semester 2 Period 3

There is one turnaround day between each quint. Report cards will be available after each quint. There will be two shortened Thursdays in each Quint.

Teachers will be making electronic contact with families at the beginning of each Quint to introduce themselves and to provide families with the electronic platform information that compliments the face to face instructions. Subsequent communication will take the place of student progress conferences

## *Quint Schedule*

Quint 1 Sep. 8 - Oct. 28	Quint 2 Oct. 30 - Dec. 17	Quint 3 Jan. 4 - Mar. 2	Quint 4 Mar. 4 - Apr. 30	Quint 5 May 4 - Jun. 23
<b><u>9 Level</u></b> Morning – 8:50 – 11:29 AM Break – 9:50 – 10:00 LUNCH – 11:29 – 12:19 Afternoon – 12:19 – 2:58 PM Break – 1:20 – 1:30	<b><u>10 Level</u></b> Morning – 9:00 – 11:39 AM Break – 10:20 – 10:30 LUNCH – 11:39 – 12:29 Afternoon – 12:29 – 3:08 PM Break – 1:50 – 2:00	<b><u>20 Level</u></b> Morning – 8:50 – 11:29 AM Break – 10:05 – 10:15 LUNCH – 11:29 – 12:19 Afternoon – 12:19 – 2:58 PM Break – 1:35 – 1:45	<b><u>30 Level</u></b> Morning – 9:00 – 11:39 AM Break – 10:35 – 10:45 LUNCH – 11:39 – 12:29 Afternoon – 12:29 – 3:08 PM Break – 2:05 – 2:15	

### **Limiting Physical Contact:**

Students will be required to work at the same station on a regular basis. This will limit their touch points as well as aid in contact tracing. All classrooms will have a seating plan and students will need to be diligent in staying in their space.

Students are encouraged to pack in and pack out their materials for each school day. Lockers will be available by request only. We are trying to limit the number of assigned lockers to avoid congestion in hallways as well as touch points for students. We ask students to speak with administration to request a locker.

### **Movement through the School:**

Like traffic, we will ask students to keep to the right in the school. Directional arrows have been placed in the hallways as a reminder. There will be specific doors for entrances and exits and they will be marked.

Social distancing decals have been installed on the floors in places where crowds or groups used to congregate.

Students will NOT be able to wander the halls. Scheduled break times will be provided with the intent of a washroom and stretch break – not for socialization with students from other cohorts. Break times will be staggered to allow classes in different areas of the school to have a break at the same time.

### **Limiting Shared Material and Equipment:**

Students will be asked to follow classroom protocols for use of equipment as well as sanitation protocols after use of equipment. There will be spray disinfectant available and students will be expected to clean their equipment after use. Whenever possible we will assign students to the same machines/equipment during their class time.

### **Extra-Curricular Activities:**

The decisions regarding extra-curricular activities were made to ensure the health and safety of students and staff members, and to protect the class cohorts we are creating in collegiates by limiting student interactions.

Performing arts activities such as musicals, plays, and band concerts, are postponed. With regards to sports, the Saskatoon Secondary Schools Athletic Directorate (SSSAD), in collaboration with Greater Saskatoon Catholic Schools and Saskatoon Public Schools, has decided that the following sports will not be offered in high schools this fall:

- |                |             |
|----------------|-------------|
| *Cross Country | *Soccer     |
| *Football      | *Volleyball |

As the situation evolves, the plans for extra-curricular activities will be reviewed and updated. We will continue to provide updated information as it becomes available.

### **Field Trips:**

All travel outside of Saskatoon has been cancelled. Some classes may choose to engage in curricular activities outside of the school. When a bus is required, students will be required to wear masks and follow all safety protocols required at the facility they are visiting. Only facilities that are approved with the Health Authority for use will be allowed. An example would be a Physical Education field trip to a golf course.

### **Cleaning and Sanitation:**

High touch areas will be cleaned often by all staff members. Spray bottles with disinfectant can be found in all classrooms and common areas.

Staff will disinfect classrooms prior to students arriving and upon their departure. Technology will be disinfected after each use. This includes phones, computer keyboards, and Ipads/laptops.

Students will be asked to sanitize prior to eating lunch and disinfectant will be used to clean the area when they are finished.

### **Food and Nutrition:**

Students are encouraged to go home for lunch when possible. We realize some students will not have enough time to go home, eat, and return to school in the 50 minutes allotted. Students that remain at school for lunch will eat in their morning classroom with their consistent cohort of students. We will not be able to accommodate friend groups for the lunch break. Please note – no microwaves will be available for use.

When students finish their lunch, we will encourage them to go outside while the weather is nice. The commons and library areas can be used for those that are unable to go outside and when the weather turns. Students will be required to wear masks and sanitize when moving from space to space.

We will have our cafeteria vendor, Georgio's, available for food purchases following health guidelines. We also will have access to vending machines that will be cleaned regularly.

### **Mental Health and Social Emotional Supports:**

In addition to the section in the Parent and Caregiver Reopening Handbook on supporting students, we want to make sure that families are aware of that as always, students who need additional support for their well-being may receive support from the school counsellor. Parents who believe this support may be necessary can reach out to their teacher or administrator to discuss. The counsellor will work with the team to determine appropriate supports, which may include direct support and/or assisting students and families to access other services in the community.

Well-being is one of our four student goals in our school division strategic plan. Opportunities to learn about and practice well-being exist across multiple curricular areas.

### **Instruction:**

Teachers are excited to plan and provide engaging learning opportunities for all outcomes within all subject areas. Developing instruction and assessment plans for a quint will be part of our school opening professional development. Class activities will be planned to avoid physical contact or the close gathering of students and maintain consistent cohorts.

Teachers will work hard to reestablish relationships with students and families as we reengage in learning. All teachers will implement an online platform to support and strengthen the face to face content and partnership between school and home. **Please note – providing learning supports using an online platform is not the same as online teaching and learning.**

Students will be responsible for their own school supplies. A binder with a divider to create a section for AM and PM classes, loose leaf, pens, pencils, and calculator should be all students need. Subject specific materials may be requested by teachers. Learning materials that are shared with students during class will be reduced and sanitized. Computers will be sanitized between each use.

### **Learning Options:**

Students best engage in their learning through connection with their teacher and with fellow students. However, in-person learning may not be the best option for every student in the fall. Students have a choice between in-class learning or online learning.

As families choose between in-class and online learning, school staffing may be adapted and classroom assignments may change early in the school year. We appreciate the patience and understanding of families as we work through these issues.

For the 2020-21 school year, Saskatoon Public Schools [Online Learning Centre](#) (OLC) is offering K-12 curriculum online.

**Special Programs:**

Functional Life Skills information will be provided by the students' teachers in more detail.

Sincerely,

A handwritten signature in black ink, appearing to read "W. Benson". The signature is written in a cursive style with a large initial "W" and a long, sweeping underline.

Wendy Benson,  
Principal  
Centennial Collegiate