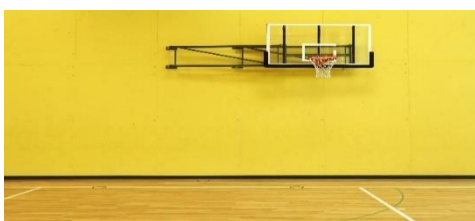




# FREDERICTON HIGH SCHOOL RETURN TO SCHOOL OPERATIONAL PLAN 2020-2021

300 PRIESTMAN STREET  
FREDERICTON, NB  
E3B 6J8  
(506) 453-5435

**School Website:** [frederictonhigh.nbed.nb.ca](http://frederictonhigh.nbed.nb.ca)



**PREFACE:**

It is important for all staff, parents/guardians, and students to review this document before returning to school. This plan has been created in consultation with the Department of Education and Early Childhood Development, Anglophone School District West, Public Health and WorkSafe NB. Stipulations in this document are **subject to change** and will be communicated to students, school personnel, parents/guardians, and greater school community.

With the Return to School Operational Plan, we hope to limit the potential spread of COVID-19 while also providing quality education and student services. The pandemic may have changed how we work, interact, and educate, but it is our priority to maintain a high standard of education for all students. Our continued focus will be placed on ensuring consistent and transparent communication as well as quality education in the classroom.

<b>WHAT SHOULD BE EXPECTED WHEN RETURNING TO THE SCHOOL BUILDING?</b>
Changes can be expected when you enter the school, work in your classrooms and office settings, and when interacting with your peers, teachers, administrators, and support staff. These measures have been put in place to keep you and everyone else safe.
Fredericton High School will have specific protocols in place for screening and prevention measures. Administrators and teachers will review these with the students and staff upon their return. It is essential for all school members (students, school personnel, parents/guardians, and community members) to follow all directives.
Proper hygiene practices are always strongly recommended to prevent illness. Signs will be posted throughout the school to help remind you of proper hand washing and sanitizing protocols.
Increased signage regarding COVID-19 screening and proper hygienic practices will be posted in all work areas.
Masks will be required to be worn on a daily basis.
All students and staff will need to maintain physical distancing from each other when travelling through the building.

**COMMUNICATIONS:**

The operational plan will be sent to school personnel via e-mail, upon district approval of the plan. Staff will be asked to read the plan prior to entering the building on their first day of work. On the first day of work, a virtual meeting will be held with staff to go over the plan. The plan will be reviewed with staff who do not return to work on August 31 in small groups or individually on their first day of reporting to work.

The operational plan will be posted on the Fredericton High School website on September 3<sup>rd</sup>, 2020. The plan will also be communicated to students in detail by homeroom teachers the week of September 7<sup>th</sup>, 2020 and reviewed as required.

The plan will be attached to AESOP for substitute teachers to review ahead of their arrival.

## **SCHOOL ATTENDANCE:**

Fredericton High School students will learn full-time but will physically attend classes every other day. When students are not in school, they will be engaged in **blended learning** methods, using a variety of instructional means including online learning, guided projects and experiential learning. To reduce the number of students in the building at one time, we will operate on a rotational schedule in which every student attends every other school day (with exceptions as deemed by the Minister of Education).

For the first week, students will only attend one day. This will give our students and staff time to adjust to the new safety parameters and routines.

<b>Tuesday, September 08</b>	All Grade 9 students with last names A-L
<b>Wednesday, September 09</b>	All Grade 9 students with last names M-Z
<b>Thursday, September 10</b>	All Grades 10-12 with last names A-L
<b>Friday, September 11</b>	All Grades 10-12 with last names M-Z

Beginning September 14<sup>th</sup>, the rotational schedule will be in effect.

Day “A”: students with last names A-L

Day “B”: students with last names M-Z

The following outlines school start up for the first few weeks of September:

<b>Monday, September 14</b>	All students attend (9-12) attend with last names A-L
<b>Tuesday, September 15</b>	All students attend (9-12) attend with last names M-Z
<b>Wednesday, September 16</b>	All students attend (9-12) attend with last names A-L
<b>Thursday, September 17</b>	All students attend (9-12) attend with last names M-Z
<b>Friday, September 18</b>	All students attend (9-12) attend with last names A-L
<b>Monday, September 21</b>	All students attend (9-12) attend with last names M-Z
<b>Tuesday, September 22</b>	All students attend (9-12) attend with last names A-L
<b>Wednesday, September 23</b>	All students attend (9-12) attend with last names M-Z
<b>Thursday, September 24</b>	All students attend (9-12) attend with last names A-L
<b>Friday, September 25</b>	All students attend (9-12) attend with last names M-Z

Students who have two last names will use the first letter of the first surname as the day to attend. For example, Jayne Doe-Smith will be considered “D” and will attend on days with student last names A-L.

## **EDUCATIONAL PLANNING:**

Prescribed learning objectives will be mandatory for the 2020-21 school year. A targeted curriculum focusing on students achieving core outcomes will be delivered.

- FHS will follow a model of **blended learning**, whereby students will attend in person on a **rotational basis**. When not in school, students will continue to learn remotely.
- Teachers will be assigned students reflecting a regular class size.
- Teachers will be responsible for their entire class, whether they are physically present or engaged in blended learning activities.
- Teachers are responsible to establish learning activities for students to accomplish while not in the classroom. Technology may be used to support remote learning (every other day).

## **ACCESS TO PUBLIC SCHOOL BUILDINGS:**

Access to public schools will be limited to the following:

- Students.
- School personnel, as defined in the *Education Act* (this includes visiting teachers, Child & Youth team members, school district personnel, and volunteers).
- Visiting teachers, Child & Youth team members and other school personnel who travel between schools and have contact with students will have additional protocols – which include signing into a visitors log, sanitizing, following posted signage and respecting physical distancing guidelines as outlined by Public Health. Masks must also be worn when meeting with students or staff members.
- Authorized access as approved by the principal (e.g. – repair work, emergencies, public health nurses, etc.).
- Regulatory officers (WorkSafe NB and Public Health representatives).

Drop-in or unplanned visits by parents and guardians will not be permitted while restrictions around Covid-19 are in place in New Brunswick. Virtual or phone contact will be the primary method of communication. Face-to-face meetings would follow Health and Safety Directives. A face mask will be required upon entry to Fredericton High School.

## **SCREENING:**

Passive screening is required for school personnel, students and others permitted in the school building prior to entry. Signage will be clearly visible at all school entrances. Adults and students will not be required to have their temperature taken prior to entry but should instead check their temperature prior to leaving for school and practice self-monitoring.

Parents are responsible for reviewing the screening questions with their children prior to leaving for school and only sending their child to school when they are well and have met the criteria outlined in the survey. Anyone showing symptoms of COVID-19 should not come to school.

Those who have two or more symptoms of COVID-19 must stay home and contact 811 to determine whether COVID-19 testing is required. If COVID-19 testing is required, individuals must follow Public Health advice for returning to school. If testing is not required, they can return once fever (with no medications) and other symptoms have been resolved for 24 hours or if they have been directed to do so by a health care professional. If tested, Public Health will inform the individual or parent (when a student is involved) when isolation may be lifted.

**Note:** Students or school personnel who have been identified by their primary care provider as having asthma, seasonal allergies or who suffer from chronic runny nose/nasal congestion are not required to be excluded based on these symptoms.

## **SYMPTOMATIC STUDENTS & SCHOOL PERSONNEL:**

Students and staff members are to self-monitor throughout the day.

If students become ill during the day, they are to report this to their subject teacher and come to the administration office. Students will self-isolate in the administration conference room upon their arrival at the office. School administration will meet with the student. For those students who display two or more symptoms of Covid-19, a phone call to their guardian will be made by school administration, with the expectation that guardians arrange for pickup immediately. Students will be supervised by school staff until pickup can occur. Masks must be worn from the time the student leaves their classroom, throughout their time in the isolation area, and until they leave the building.

If a staff member becomes ill during the day, they are to report to the administration office. Class coverage will be arranged by administration. Staff will then leave the building. Masks must be worn from the time the staff member leaves their classroom, throughout their time in the administration office, and until they leave the building.

Following the departure of the individual who is ill, a custodian, while wearing the appropriate PPE, will disinfect the isolation area.

It is the responsibility of the student/family/staff member to contact 811 in suspected cases of Covid-19 and comply with the instructions given by Public Health.

## **PICK UP AND DROP OFF PROTOCOLS AT FREDERICTON HIGH:**

<b>PICK-UP</b>	<b>DROP-OFF</b>
<ul style="list-style-type: none"><li>• Parents/guardians must sign out their child at the front office.</li><li>• ID will need to be shown for mid-day pick-ups.</li><li>• Face masks are required to enter the building.</li></ul>	<ul style="list-style-type: none"><li>• There are two drop off zones for students. Please follow signage that is in place and refer to documents on the FHS school website.</li><li>• Bus lanes must be avoided.</li><li>• Face masks are required to enter the building.</li></ul>

\*Pick up and drop off throughout the school day should only occur via the Priestman Street entrance.

## **SCHOOL HOURS AND TRANSITIONAL TIMES:**

<b>TIMES</b>	<b>PERIOD/TRANSITION</b>
8:15	Doors open
8:45-9:15	Bus arrival times
9:20	School begins
4:00	School dismissal
4:00-4:15	Bus departure times

## **HEALTH AND SAFETY:**

The health and safety of our students and school personnel remains our top priority. It is our goal to provide a positive, healthy, and safe learning and working environment for all those who enter our building. We acknowledge and understand that this year will be different from others, but as a school team, we will work together to provide engaging learning opportunities, while supporting the social-emotional needs of our FHS students, school personnel, and parents/guardians.

### SHARED MATERIALS

- Shared materials such as computers and other technology, gym and physical activity equipment, common use school supplies, and any other shared materials must be cleaned and sanitized between uses. Using the sanitation equipment provided, students are to sanitize their desk and chair before class.

### ASSEMBLIES OR OTHER LARGE EVENTS

- Assemblies and other school-wide events will be held virtually.

### WATER FOUNTAINS

- The use of water fountains is not permitted, although refilling stations will be provided. Signage will be posted around the refilling stations to remind all students and staff of proper use.

### HAND WASHING

- Students are reminded to wash their hands regularly during the school day and make use of sanitations stations that will be in each classroom. Handwash signs and instructions will be posted throughout the school.

<b>HAND WASHING WITH SOAP AND WATER</b>	<p>To wash your hands properly with soap and water, follow these steps:</p> <ul style="list-style-type: none"><li>• Wet your hands and apply liquid soap or clean bar soap.</li><li>• Rub your hands vigorously together, scrubbing all skin surfaces.</li><li>• Pay special attention to the areas around your nails and between your fingers.</li><li>• Continue scrubbing for at least twenty seconds. Sing the Happy Birthday song twice!</li><li>• Rinse your hands and dry them well.</li><li>• Turn off taps with paper towel.</li><li>• Open the bathroom door with paper towel in hand and then dispose in waste basket.</li></ul>
<b>HAND WASHING WITH SANITIZER</b>	<p>Alcohol-based hand sanitizers with a minimum 60% alcohol that has been approved by Health Canada may be used if there is not access to soap and water, and if their hands are not visibly soiled.</p> <p>To wash your hands properly with alcohol-based hand sanitizers, follow these steps:</p> <ul style="list-style-type: none"><li>• Apply hand sanitizer.</li><li>• Rub into the front and back of hands, between fingers, around nails (especially cuticles), thumbs and wrists.</li><li>• Rub until dry.</li></ul>

School personnel and students must practice good hand hygiene. They must wash their hands frequently with soap and water, especially:

- on arrival (if not feasible, hand sanitizing is acceptable).
- before and after meals.
- after using the toilet.
- after blowing nose, coughing or sneezing.
- after playing with shared toys, communal items or learning materials.
- after handling animals or their waste.
- before and after taking medications.
- after playing or learning outside.

#### **OTHER PERSONAL HYGIENE ETIQUETTE**

- Avoid touching the face, eyes, nose or mouth with unwashed hands.
- Cover the mouth and nose with a disposable tissue or the crease of the elbow when coughing or sneezing. Dispose of used tissues immediately and then wash hands.

#### **MASK USE**

- Masks must be worn in all common areas of FHS, to respect Public Health guidelines, and to promote the health and safety of our school population (e.g. hallways, washrooms, cafeteria, stairwells, library, bus loading zones, etc.). Please note that individuals who use a face shield must also wear a mask underneath the shield.

#### **CLASSROOM AND OTHER SPACES:**

##### **CLASSROOMS**

- Hand sanitizing stations will be provided in all classrooms. Students will be required to clean their desk and chair at the start of each class. Students are reminded to maintain a one meter spacing from their classmates and teacher. There should be no sharing of school supplies and materials between students. Students may only remove face masks in the classroom when seated, at a one metre distance from others in the classroom. Teachers will be provided face shields and desk partitions.

##### **NUMBER/GROUPING OF STUDENTS**

- Attendance on alternate days in order to respect Public Health guidelines regarding one metre physical distancing (will result in reduced class sizes). If students are unable to maintain one metre physical distancing while in classroom settings, they will be required to wear a mask.

##### **CLASSROOM SETUP**

- Student desks will be organized to respect Public Health guidelines regarding one metre physical distancing. In addition, assigned seating plans will be developed and maintained by classroom teachers.

##### **COMMON SPACES**

- All persons are required to wear a mask when moving throughout common spaces in the building. Students will be required to keep to the right when moving throughout hallways and stairwells. Signage will be placed throughout the school to assist with movement and to outline procedures for accessing particular areas (e.g. administration office, guidance office, Kats' Kitchen lunch distribution, etc.). Students are not permitted to congregate in common spaces unless under the direction of school personnel. At Fredericton High School, there are several large common spaces which will require that physical distancing protocols be respected.

<b>CAFETERIA</b>	<ul style="list-style-type: none"> <li>• Maximum two chairs to a table.</li> <li>• Masks required at all times, unless a student is seated <i>and</i> eating.</li> <li>• Signage posted in the food service area is to be respected at all times.</li> <li>• Microwaves <i>may</i> be used by students, but exterior touch surfaces must be sanitized by students after each use.</li> </ul>
<b>LIBRARY</b>	<ul style="list-style-type: none"> <li>• Students will be required to clean their workspace (e.g. table, chair, computers, etc.) prior to use.</li> <li>• Seating will be limited, in order to respect physical distancing guidelines.</li> <li>• Masks required at all times.</li> </ul>
<b>HALLWAYS &amp; STAIRWELLS</b>	<ul style="list-style-type: none"> <li>• These areas are for travel only. There will be no sitting or loitering in these areas.</li> <li>• Maximum of two students to any hallway bench.</li> <li>• All persons must keep to the right when travelling throughout hallways and stairwells.</li> <li>• Masks required at all times.</li> </ul>
<b>BUS LOADING ZONES</b>	<ul style="list-style-type: none"> <li>• Bus loading zones will be clearly marked at the C-Wing and F-Wing entrances.</li> <li>• Masks required at all times while in these zones, and when entering and exiting the buses.</li> </ul>
<b>OUTDOOR AREAS</b>	<ul style="list-style-type: none"> <li>• Students are expected to follow social distancing rules set out by Public Health in order to minimize risk.</li> </ul>
<b>GYMNASIUM</b>	<ul style="list-style-type: none"> <li>• Gymnasiums will be available exclusively to physical education classes during the instructional day.</li> <li>• All equipment will be disinfected prior to use.</li> <li>• Further detail around the operation of gymnasiums can be found later in this plan.</li> </ul>
<b>CHANGING ROOMS</b>	<ul style="list-style-type: none"> <li>• Changing rooms will be available exclusively to physical education classes during the instructional day.</li> <li>• Mask required at all times.</li> <li>• Further detail around the operation of changing rooms can be found later in this plan.</li> </ul>



<b>ADMINISTRATION OFFICE</b>	<ul style="list-style-type: none"> <li>• Students wishing to speak to school administration must make a prior appointment at the main office counter.</li> <li>• The vice-principal hallway doors will not be used or accessible until further notice.</li> <li>• Main office door will remain closed at all times.</li> <li>• Teachers are asked to enter the photocopy room/mailboxes through the admin. hallway and exit through the main office door.</li> </ul>
<b>RESOURCE AREA</b>	<ul style="list-style-type: none"> <li>• Masks required at all times for school staff, and for students where appropriate.</li> <li>• Signage limiting room occupancy must be respected.</li> <li>• School staff will disinfect workspaces and materials between use.</li> <li>• IBSP's will document any additional specifics for individual students.</li> <li>• Resource area washrooms are designated for resource student use only.</li> </ul>
<b>GUIDANCE OFFICE</b>	<ul style="list-style-type: none"> <li>• Students wishing to speak to guidance counsellors must make a prior appointment at the guidance office counter.</li> <li>• Masks required at all times.</li> </ul>
<b>INNOVATION LAB</b>	<ul style="list-style-type: none"> <li>• Only one teacher/class may book out the Innovation Lab at a time.</li> <li>• All shared equipment will be disinfected between use.</li> <li>• Masks required at all times.</li> </ul>
<b>WASHROOMS</b>	<ul style="list-style-type: none"> <li>• Signage limiting room occupancy must be respected.</li> <li>• Masks required at all times.</li> </ul>
<b>STAFF ROOMS</b>	<ul style="list-style-type: none"> <li>• Staff are asked to respect Public Health guidelines regarding physical distancing.</li> <li>• High touch surfaces should be disinfected between use (e.g. handles, buttons, etc.).</li> </ul>

**PHYSICAL EDUCATION GUIDELINES & HIGH SCHOOL SPORTS:**

The following directives apply to physical education, physical activity, organized sports, extra-curricular, intramural and interscholastic. Fredericton High School recognizes the essential role sport and movement play in the academic, social and emotional development of students.

## PHYSICAL EDUCATION

- Physical education classes will take place in a safe outdoor space as much as possible, weather permitting. Gymnasiums or alternate indoor spaces will also be used, and health and safety measures will be respected (e.g., physical distancing, hand and respiratory hygiene, enhanced cleaning and disinfection).
- Shared equipment will be cleaned and disinfected prior to each use. If this is not possible, the material in question will not be made available for common use.
- FHS students will maintain a physical distance of one metre while participating in physical education class or other physical activities.
- Proper hand sanitization will be required prior to entering the gymnasium and upon exit.
- The use of changing rooms will be acceptable during physical education class and all health and safety measures apply. Students will be required to wear a mask while in the changing room. FHS will limit the number of students in a changing room to 8-10 students at any one time. Students must maintain a physical distance of one metre while using the changing room. Changing rooms will be cleaned and disinfected regularly. Classes will be assigned to a specific changing room, and this room will be used consistently by the class throughout the semester. Changing rooms will be locked, and only accessible to students who are enrolled in physical education classes.
- Students will follow general signage/markings to indicate where they can sit/stand/participate, to respect Public Health guidelines.

## INTRAMURAL ACTIVITIES

- While the province remains in the yellow phase, sporting opportunities will be offered, based on Public Health advice and/or provincial phase. In the event that a zone or the province returns to orange or red, all such activities will be suspended. In the event of an outbreak in a school, Regional Public Health will provide direction to the school for participation intramural activities.
- Students will maintain a physical distance of one metre while participating in intramural activities. Sharing of equipment will be permitted, given that all health and safety measures are met (proper sanitization). Proper hand sanitization will be required prior to entering the gymnasium and upon exit.

## INTERSCHOLASTIC & EXTRA-CURRICULAR SPORT ACTIVITIES

- While the province remains in the yellow phase, sporting opportunities will be offered, based on Public Health advice and/or provincial phase. In the event that a zone or the province returns to orange or red, all such events will be suspended. In the event of an outbreak in a school, Regional Public Health will provide direction to the school for participation and hosting sports or sporting events.
- In cases where any organized sports have a Provincial Sport Organization governing body (e.g. Hockey New Brunswick, Soccer New Brunswick, etc.), the level of play and associated modified rules will comply with the operational plans developed by that body.
- If there is no governing body, the sport must have a province wide operational plan that complies with the standards outlined in the Return to School Plan: Direction for School District and Schools and includes any additional measures in place to ensure health and safety. The department will coordinate with school districts in the development of the provincial operational plans.
- Kindergarten to Grade 12 competitive sporting events should be limited subdivisions of a school district or a small region to avoid unnecessary travel and limit contact across regions.

- Screening for COVID-19 symptoms is required for all students, coaches and volunteers prior to any travel and/or participating in any intramural, interscholastic, extra-curricular sport activities (for all grade levels).
- Team rosters should be held to a reasonable number (guided by NBIAA or respective provincial organization governing body) including coaches to facilitate potential contact tracing. Attendance must be taken at each practice and game for contact tracing (coach, players, volunteers, etc.). The collected information must be stored in a secure location and made available upon request.
- If a school host an event, a master list of all names and contact information of coaches, players, volunteers etc. must be kept at the school.
- Parents should transport students as much as possible.
- Participants should arrive ready to participate and already wearing necessary equipment.
- The use of changing rooms is not permitted for extra-curricular activities scheduled outside of the regular hours of operation of a school.
- Unnecessary physical contact (e.g. high fives, handshakes, fist bumps, or hugs, etc.) is prohibited. End of game handshakes are to be replaced by another mechanism, demonstrating good sportsmanship and respect of one another for a good game.
- Coaches and volunteers will be required to maintain two (2) metre physical distancing from each other at all times. If this is not possible than a community mask is required.
- Team and coach meetings should be conducted virtually and must follow health and safety requirements of distancing and mask use when in person.
- Verbal recognition of awards is encouraged post-competition, but no physical awards are to be presented (could be delivered at a later time).

#### HIGH SCHOOL SPORTS ADDITIONAL CONSIDERATIONS

- If the sport has reached the level of multi-team play, competitive team play can occur. Established New Brunswick Interscholastic Athlete Association (NBIAA) conferences may allow play yet limit potential team interactions at the high school level.
- Students will not be permitted to participate in more than one interscholastic sport at a time. Students should only be part of one NBIAA sport at a time. This will enable the number of contacts to be limited to a degree, thus minimizing some additional risk of potential transmission.

#### SPECTATORS

- There will be no spectators at sporting activities and events inside the school. For any sport activities held in an arena or other municipal facilities, the number of spectators permitted will follow that facility's operational plan.
- Events occurring outdoors will follow the mandatory order which currently indicates that there is a maximum of 50 spectators unless effective measures can be taken to ensure physical distancing of two metres as required by WorkSafe and the Chief Medical Officer.
- Physical distancing, self-screening, hygiene etiquette and any relevant health and safety measures will be respected by all in attendance.
- The host school must keep a record documenting the contact information of all in attendance at the event – both practice and game play. This information will be available upon request by Regional Public Health.

## **EMERGENCY PREPAREDNESS & RESPONSE:**

- All emergency drills will take place as normally planned. Emergency evacuation drills and lockdown drills will take place without physical distancing. Once the evacuation or lockdown drills are complete, physical distancing will recommence and will be maintained during the re-entry of the school. Masks should be worn for all emergency drills but not to the detriment of the response to the drill.

## **MUSIC INSTRUCTION:**

### **PRACTICE ROOMS**

- All rooms will remain locked at all times and be opened only when students ask permission to use them. This will allow us to review the safety protocols with every student before use. All rooms are to be used by one student only. We have identified which rooms have ventilation and have labelled those that don't with a notice that wind instruments and singing is not allowed in them. All rooms have been supplied with a container of wipes for cleaning all touched surfaces; instructions at each door remind students to do this before they leave. Students will be required to notify us when finished so that we can ensure surfaces have been cleaned and the rooms relocated.

### **BRASS INSTRUMENTS**

- Spit valves are to be wrapped in paper towel before use. Students can then empty the valves into the paper towels and discard the paper towel at the end of class, reducing the likelihood of aerosol deployment of the virus, should it be present.

### **MUSIC STANDS**

- Stands will be kept aside and used by each student as needed for music and/or writing. They will be cleaned before and after use and returned to the storage area when class ends.

### **INSTRUMENT STORAGE ROOM**

- A sign has been posted reminding students to limit the occupancy to one person at a time.