

**Centreville Community School Operational Plan Parent/Caregiver Summary
2020 – 2021 School Year**

Please note the full operational plan can be seen on the Centreville Community School website. Any questions or concerns regarding this plan can be addressed to the school administration.

CLASS “BUBBLES”

Upon entering the school building, students will be required to remain in classroom “bubbles” that are limited to their homeroom class. Except for Phys. Ed. or other specialty areas such as computer/science labs, students will remain in their homeroom classes and teachers will move from one class to another. Movement of staff between classes and grade levels is being minimize.

Students will not be sharing items unless necessary. If necessary, staff will be provided with sanitizing material and will sanitize shared items as students return them.

Staff will be keeping windows open as much as possible.

Staff are encouraged to maintain a 1 m distance between themselves and students while in the classroom.

Staggered start, break/recess, lunch and release times have been created to ensure that classroom bubbles are maintained. The playground will be divided into sections with each class being assigned a section for the day.

MASKS

All students are required to bring two clean masks with them each day. The following table describes the requirements for the use of community masks and physical distancing for students.

Use of Community Masks and Physical Distancing for Students			
Grades K – 5	In class grouping	Community masks	Not required
		Physical distancing	Not required
	In common areas when class grouping is not protected	Community masks	Encouraged
		Physical distancing	Two metres
Grade 6 – 8	In class grouping	Community masks	Not required
		Physical distancing	Not required
	In common areas when class grouping is not protected	Community masks	Required
		Physical distancing	Two metres

Students in Grades K – 5 are not required to wear a mask while on a bus. Students in Grades 6 – 8 are required to wear a mask while getting on or off the bus or if not seated alone or with a family member. Please note, if a student refuses to follow these requirements, disciplinary action will be taken.

LUNCH

Students in Grades K – 2 will eat in the cafeteria/music room. Students in Grades 3 – 8 will eat in their classrooms. Milk will not be available to students. Students must have water bottles as access to water bottle filling stations is available but access to water fountains is not available. It is strongly suggested that students have their names on their water bottles. Microwaves will not be available to students. Students will need to bring lunches from home as well as any utensils needed to eat their lunch.

CLEANING AND SANITIZING

Hand sanitizing stations will be provided in all classrooms and entrances to the building. Hand sanitizer is provided by the District and meets required standards.

Playground equipment will be sanitized each morning before students begin using it.

All push bars, handrails, etc. will be cleaned prior to and following morning recess and following noon recess and at the end of the day.

WASHROOMS

All washrooms will be gender neutral. Washrooms will be assigned to classrooms. Only one student per class will be permitted in the washroom at a time. Soap, toilet paper, and paper towel will be checked as per district protocols throughout the day. Washrooms will be cleaned throughout the day according to district protocols.

HAND AND COUGH HYGIENE PRACTICES

Staff will work with students teaching them to wash their hands and/or hand sanitize frequently and before and after handling shared items as well as proper cough etiquette. Parents/caregivers are asked to remind their child of the need for proper hand and cough hygiene practices.

SCREENING AND MONITORING OF ILLNESS

Parents/caregivers are asked to review the questions on symptoms of COVID 19 at the end of this document daily prior to their child leaving for school. Parents/caregivers will be asked to take their child's temperature prior to the child leaving for school. If your child is not feeling well, he/she needs to stay at home.

Students who begin showing signs of illness at school will be isolated from others until he/she is picked up. School personnel will contact the parent/caregiver. **The student must be picked up from the school within one hour of the parent/caregiver being contacted.** The student who is sick will be given a mask to wear (if he/she does not have a mask).

As per provincial protocol, parents/caregivers will need to have their child tested for COVID 19 when presenting with sufficient symptoms to require testing. Please see the information at the end of this document. Parents/caregivers will be asked to contact 811 if they are unsure as to whether or not testing is required.

Members of the public who have an appointment to enter the building will be required to answer the COVID 19 questions prior to entering the building and will be required to wear a mask while in the building.

ACCESS TO BUILDING:

As per the directive from the Department of Education and Early Childhood Department, access to Centreville Community School will be limited to

- Students
- School personnel
- District personnel

A visitor log will be maintained at the school.

CONTACTING TEACHERS/ADMINISTRATION

Due to limited access to the building parent/caregiver contact will be via phone or virtual means of communication as much as possible. Face-to-face meetings will require an appointment and will be held in the office area. Parents will be required to wear a mask while in the building.

DROPPING OFF OR PICKING UP STUDENTS

Parents/caregivers are asked to enter the driveway closest to Gramma's Restaurant and exit through the driveway closest to HSF. As students cannot come in to contact with students from other classes/families, parents/caregivers are asked to ensure that their child does not arrive before 7:50.

Parents/caregivers will be asked to ensure that students arrive between 7:50 – 8:05. Students who are dropped off at by parents/caregivers or walk to school will enter the building at 7:50 through the main entrance of the building and proceed directly to their class.

Parents/caregivers who are picking students up for an appointment will be asked to write a note to the homeroom teacher and/or call the office. Please ensure this note contains what time the student is to be picked up and by whom. When the parent/caregiver arrives at the school the parent/caregiver will be asked to call the main school line 276-4000 to indicate that they have arrived. Parents/caregivers without a cell phone will be asked to ring the bell at the school. Administrative personnel will ask who the parent/caregiver is picking up. The student will be sent up from the appropriate classroom. The administrative personnel will walk the student to the main entrance and record who picked up the child and the time that the child left.

Students who arrive at school following the opening of school will be permitted into the building by administrative personnel.

When picking students up at the end of the day, parent/caregivers are asked to enter through the driveway closest to Gramma's Restaurant and exit through the driveway closest to HSF.

Parents/caregivers may begin picking students up at 2:25.

LIBRARY

The library will be closed to students. The librarian will select books to take to classrooms for students to borrow. The librarian will sanitize books upon their return.

SOCIAL, EMOTIONAL AND PHYSICAL WELL BEING

As per Department guidelines a percentage of each day will be working with students to promote their social, emotional and physical health. If a student or parent/caregiver feels it is necessary individual and/or group support for their child, this support will be provided by our school EST-G.

IN CASE OF AN OUTBREAK

In the event that the school becomes aware of one confirmed case of COVID 19, the principal is to advise the Superintendent as well as Public Health by contacting the Regional Health Authority Public Health Nurse or the after-hour emergency number. The Superintendent will inform the Department.

If a positive case of COVID-19 is confirmed in a school, the school will work with Public Health to support contact tracing. Public Health will make informed decisions and communicate directly with the district, school and parents on next steps. Public Health will, through contact tracing and risk management, make decisions on who self-isolates. This may require an individual or several individuals, a classroom or multiple classrooms or even a school population to self-isolate.

The school principal will communicate with parents and the school community as directed by Public Health and the District.

In the event a school, region or the province is shut down because of an outbreak, as directed by Public Health, students will not be permitted inside the school building.

Teaching and learning will not stop if a school is closed because of an operational closure due to the pandemic.

In the event that distance education is required during an outbreak, the following types of learning may be expected:

Grades K – 2 will be paper-based with teachers checking in with students daily.

Grades 3 – 5 will be paper-based with some technology. Teachers will connect with students through Microsoft Teams or another approved electronic platform daily.

Grades 6 – 8 will be technology based. Electronic devices will be distributed to students in Grades 6 – 8 who do not have access to technology if the students cannot be in the school. Teachers will provide instruction and assignments through Microsoft Teams or another approved electronic platform daily.

SELF – MONITORING CHECKLIST FOR STUDENTS

Prior to leaving for school each day, please verify that your child does not have two or more symptoms of COVID-19, even if mild:

Does your child have any of following symptoms:

If you answered YES, and your child has ONLY ONE symptom, you may phone 811 to discuss COVID-19 testing. As a precaution, please monitor your child for onset of additional symptoms that may develop.

If you answered YES, and have 2 OR MORE of the symptoms, then isolate your child at home, and call 811.

- A fever of above 38°C
- A new cough or a worsening chronic cough
- Sore throat
- Runny nose
- Headache
- A new onset of fatigue
- A new onset of muscle pain
- Diarrhea
- Loss of sense of taste or sense of smell
- In children, purple markings on fingers or toes

If you answer YES to ANY of the following below for your child, then your child must stay home and self-isolate for 14 days.

If your child develops symptoms, please refer to the self- assessment link on the Government of New Brunswick webpage.

- Have you had close contact within the last 14 days with a confirmed case of COVID-19?
- Have you had close contact within the last 14 days with a person being tested for COVID-19?
- You have been diagnosed with COVID-19 or are waiting to hear the results of a lab test for COVID-19.
- Have you returned from travel outside of Newfoundland and Labrador, New Brunswick, Prince Edward Island and Nova Scotia within the last 14 days (IF for work purposes, you are not required to self-isolate upon return, but should self-monitor for symptoms)?
- You have been told by public health that you may have been exposed to COVID-19.

Follow Public Health advice if you are waiting for testing results for COVID-19 or have been told to self-isolate.

If your child develops symptoms, please refer to the self-assessment link on the Government of New Brunswick webpage.

For the latest information visit: **www.gnb.ca/coronavirus**