 **St. John Paul II Academy**

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**ST. JOHN PAUL II ACADEMY HEALTH SAFETY PLAN 2020-21**

**In accordance with the Ministry of Education’s K-12 Restart Plan, beginning on Sept 10, 2020, St. John Paul II Academy will be resuming \*Gr. 8 -10 class instruction. The 2020-21 school year will begin in Stage 2 of the K-12 Restart Plan with the goal of maximizing in-class instruction for all students within the revised public health guidelines.**

* **\* St. John Paul II Academy currently only has 3 Grade levels – Gr. 8, 9, 10 – as by design when the school opened in 2018 of building one Grade level / year.**

**Whenever possible, feasible, and practical, control measures in accordance with the order of the Provincial Health Officer, have been selected to provide the best /widest protection to all staff and students within the school.**

**This plan will be posted at the school and on the SJP II Academy school website, and it will be communicated to parents. This information is based on the best evidence currently available and will be updated as new information becomes available.**

**The staff, students, and parents understand the need to be ‘audible’ ready if changes need to be made to the following plan.**

**Public Health Measure**

Exposure control measures help create a safe environment by reducing the spread of communicable diseases like COVID-19. Multiple protection strategies, informed by public health advice, will be implemented to ensure that St. John Paul II Academy is a safe environment and will include:

**Staff**

* Staff must assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school. **Should symptoms be present, staff must not report to work.**
* Through observations, school staff will conduct a daily check of students for symptoms of common cold, influenza, COVID-19, or other respiratory disease upon entry to the school /classroom.

**Students/Parents/Families**

* Parents / caregivers will be expected to check their children daily for signs and symptoms of illness prior to school arrival. Children who appear to be ill will **NOT** be allowed in the school building.
* A **Daily Health Check** will be provided for parents / caregivers to assist in the daily assessment of their children prior to their coming to school each day. **If a child has any symptoms, they must not go to school.**

**Note:** All staff or students who have travelled outside of Canada are required to self-isolate for 14 days under both provincial and federal orders.

If a staff or student in a school is confirmed by public health as positive for COVID-19, public health will work with the school administration to determine what actions should be taken, including if any staff or students who have been in contact with that person need to self-isolate, and if other staff and student’s families should be notified.

* The office will call the parents as soon as possible when notified their child is ill. Parents will be asked to have a plan in place to pick up their child in a timely manner.
* Any staff or student who falls ill at school will be isolated in a designated area located near the main office, provided with a mask, and sent home as soon as possible.
* If concerned, parents are advised to contact 8-1-1 or the local public health unit to seek further assistance. They are also advised to contact a family physician or nurse practitioner to be assessed for COVID-19 and other infectious respiratory diseases.
* If parents / caregivers need to contact the school principal or their student’s teachers, they should do so by phone call or e-mail (preferred). In-person visits should be for essential purposes arranged in advance via the main office by appointment.
* Visitors – this includes parent volunteers – must follow safety protocols which includes the wearing of a mask; limited in their access to necessary space only; and will be asked to confirm with the main office they have completed the requirements of a daily health check before entering the school building.

**Environmental Measures**

Environmental Measures Cleaning and Disinfection on a regular basis are essential to preventing the transmission of COVID-19. SJP II Academy will be cleaned and disinfected in accordance with provincial guidelines. This includes:

* General cleaning and disinfecting of the premises will take place at least once per day. This will include a more thorough professional cleaning prior to the start of the 2020-21 school year and periodically throughout the school as determined by the Administration.
* Cleaning and disinfecting of high touch surfaces will be done twice daily, including switches, doorknobs, and washrooms. Electronic devices and desks will be assigned to the same students as much as possible, and staff will supervise these surfaces twice a day as noted. Staff will have access to personal protection equipment and cleaning supplies.
* Emptying garbage containers daily.
* In common areas, hallways and stairs, all persons will walk on the right and follow the one-way flow signage, including the use of indicated entrance and exit doors.
* Plexiglass barriers will be provided in every classroom along with the main office.
* Hand sanitizing stations will be located at the entrances, in each classroom and in spaces used by staff and students.
* Staff and students will be required to **wash hands** as frequently as possible, and at the minimum: when arriving and leaving school, before and after eating, after using the washroom, after sneezing or coughing into hands, whenever hands are physically dirty, and when moving between different learning environments.
* It will be emphasized that staff and students cough or sneeze into their elbows, avoid touching their faces, and avoid sharing personal items.
* All staff will have access to personal protection equipment and cleaning supplies. These items should remain in the classroom they are located.
* Washrooms on all 3 levels will be made available to students for their use and to get changed for PHE class and extracurricular activities. Occupancy levels will be closely monitored and supervised. On the day they have a schedule PHE class, students are asked to come to school in their proper PHE attire. Students will change back into school uniform in the designated change area following their PHE class.
* Lockers will be made available to all our students for their personal items and a school issued lock will be provided. Students will be assigned lockers according to Grade level with two empty lockers in-between Grade levels. Except for the time prior to the start of school, student time at lockers will be staggered and minimized during the school day. Students in lockers 1 – 30 will be asked to exit the building via the double doors closest to the pathway at the side of the school and students in lockers 31 – 54 will exit the school via the main entrance doors. The outside of the lockers and locks will be cleaned daily.
* **Masks –** Due to our small Learning Group size and, taking into consideration the Health & Safety Guidelines provided by Ministry of Education, the wearing of non-medical mask or face coverings within SJP II Academy **will be a personal choice for students and staff**. Non-medical masks or face-coverings may be useful when physical distance cannot be maintained the person is interacting with people outside of their learning group for extended periods of time ( ie school bus or public transportation) We fully understand and want all students and staff to know that should they decide to wear a mask they will be treated with respect.
* All students and staff are encouraged to bring their own mask from home and can be labeled to ensure they are returned to their owner if misplaced. A limited number of disposable masks and face shields will be made available to students who do not have one of their own to use. This will be needed in the event your son or daughter should become ill at school.
* This is an important part of the student’s and staff’s everyday attire as they come to school. It would be a good idea for students to leave one mask in their locker in the event they forget and/or misplace their mask and have an additional one in their school bag.

**Administrative Measures**

* Due to our already small learning cohort of 50 students, we can provide our students with the full in-school instruction within our timetable that consists of 10 blocks in a Day 1 & Day 2 linear or full year format. There will be no need at this time to make any changes to how we will provide in-school instruction to our students.
* The entire SJP II Academy student and staff population falls well below the 120- person learning cohort limit set out in the guidelines stipulated in the Stage 2 Return to School guidelines by the Ministry of Education. As a result, students and staff will be able to receive full in-school instruction as noted in their timetable.
* Students who are absent will need to initially access Google Classroom where they can find out what schoolwork they are missing and decide to communicate directly with their teacher(s). Students will be assigned a Faculty Advisor that they can communicate with directly to assist them when they are absent from school.
* Students with Grade levels are encouraged to minimize physical contact within the classroom but the 2m distancing is not required. Wearing of masks, at this time, in the classroom, will be a personal choice for students and teachers.
* Lunch will be eaten in their classrooms and students will have an opportunity to go outside or into the gym following their lunch. All students are required to remain on-site during lunch time. A hot lunch, in which students will have an opportunity to order a pre-packaged meal will be provided for all students and staff. More information will be communicated to parents and students.
* Seating Plans will be utilized in all classes, with students using the same desk, chair, electronic device, and other equipment where reasonably possible. Teachers will utilize a classroom arrangement to maximize the spacing between students.
* Classroom doors and windows (weather permitting) will be open to provide increased air ventilation and opportunities to go outdoors will be utilized.
* Gatherings (combined Advisory; school masses; retreats) will take into consideration the safety protocol particularly as it pertains to physical distancing.
* The school calendar regarding community events such as Meet the teacher evening; Open House; Parent-teacher interviews; will need to be do conducted virtually or in small groups.
* School visitors, including parents, will be discouraged as much as possible, educational visitors or parent volunteers being prioritized.
* Biking, walking, or private transport are encouraged, and masks are recommended for public transport.
* Signage will be located throughout the school to promote hygienic practices.

**Communication Strategies and Training**

* Everyone in the school community (staff, students, and parents) will know the policies around staying home when sick. This information will be communicated in writing.
* All staff will be trained and informed as to how to keep themselves safe while at school. Formal staff training and information sessions will be held Aug. 24, Sept. 3, 8, 10 and include:

1. The Risks of exposure to COVID-19
2. How to Report an exposure to or symptoms of COVID-19
3. Safe procedures and instructions regarding proper hand washing, cough/sneezing etiquette etc.

* COVID-19 related meetings will be documented, and minutes will be made available to all staff.
* Signage will be posted around the school to enforce hygienic practices and other practices associated with managing the changes noted by the PHO and MOE
* As new information is provided, some these protocols and guidelines may change.
* Steps will be taken to update policies and procedures and involve staff in the process.
* All staff are asked to raise any safety concerns with the Principal.