

Rudolph Hennig School Re-Entry Plan

2020 - 2021

Visit www.eips.ca for the EIPS Division Re-entry plan

September Staggered Entry Days

EIPS schools reopen to students on Sept. 1, 2020. Unlike previous years, students are returning using a staggered entry—meaning only certain grades start back on September 1. The next day, another grade group comes to the school, and so on. The staggered entry allows students and families to ease into the new experience of attending school. It also helps schools explain to students the new routines and health and safety measures at Rudolph Hennig Junior High before a full restart takes place.

Tuesday, Sept. 1, 2020	Full day - Grades 9's only
Wednesday, Sept. 2, 2020	Full day - Grades 8's only
Thursday, Sept. 3, 2020	Full day - Grades 7's only
Friday, Sept. 4, 2020	Full day - All students

The staggered entry allows children and families to ease into school, which is particularly important this year. It also allows teachers to explain the new routine and health and safety measures before a full restart takes place. The students will undergo one hour in their cohort rooms with their Cohort Teacher. The agenda will be as follows:

- 1.) Admin Address (Google Meet Vid) - 8:30 a.m. to 8:45 a.m
- 2.) RHJ Handbook
- 3.) Locker assignment and recording
- 4.) Bell Schedule Review and Grade Level Break Times and Expectations
- 5.) Cohort Room Expectations
- 6.) Walkthrough Tour of Options

- All families will receive a staggered-entry schedule by Aug. 28, 2020.

Arriving at School

Every student and staff member will complete the daily [COVID-19 Screening Questionnaire](#) before entering the school.

NOTE: The COVID-19 Screening Questionnaire is constantly evolving as more research about COVID-19 becomes available. Regularly refer to the online questionnaire to ensure the most up-to-date version.

Adults bringing students to school will be asked to stay in their vehicle or outside the school, and to maintain a safe physical distance between themselves and others. Those who need to enter the school **must call in advance to book an appointment with the school office after school when students have vacated.** Individuals without an appointment will not be able to enter the school.

Parents and guardians of children who have complex needs and require support to enter the building should contact their school office before the first day of classes. We will work with you to develop a plan that is safe for both students and staff.

- Staff supervision will begin at 8:15 a.m. located in three different locations: 1.) outside the assigned Cohort doors, 2.) located at the cohort door, and 3.) in the hallways located at each of the pods of Cohort classrooms.
- Outside supervising staff will direct students to an identified entrance area for each cohort class, located near their cohort classroom.
- All students must wear masks while waiting in their line to enter the school at their cohort entrance/exit if proper social distancing is not possible.
- As students enter the door of their cohort entrance they must put on their mask and apply the hand sanitizer to their hands.
- Students will go directly to their locker get their books/materials for the morning, place their phone in their locker, and then go directly to their cohort room. (****on the first day of school students will go directly to their cohort classroom****). Please refer to the school map outlining cohort entrances and cohort room locations.
- When a student is **late for school**, they will be required to use the **main front entrance**.
- Please consider the need for all weather outdoor gear for students as wait times outside will be extended beyond normal circumstances.
- We will continue to follow Elk Island Public Schools inclement weather policies.

Masks

The Government of Alberta is providing two reusable masks for each student. These can be taken home and washed nightly, and then returned with the student the following school day. If you prefer that your child wears a mask you provide, please ensure you are using a type [recommended by Alberta Health](#). Masks should be labelled or marked with your child's initials to prevent loss.

Masks should be fitted, without gaps at the side or bottom; for that reason, bandanas and scarves are not appropriate.

Our intent is to distribute these masks on your child's first day of school, provided we have received them from the Government of Alberta. **Please ensure that your child is wearing a labelled mask from home as they arrive at school on their first day.**

As per the EIPS Re-Entry plan, masks are mandatory for all students K - 12. If your child is unable to wear a mask due to a medical condition, you will be required to provide documentation from a medical practitioner. In these cases, it's recommended students wear a face shield in order to provide some protection.

Assigned Entrance and Exit Doors

- Every student will be assigned to a class cohort. Every class cohort will have an **assigned exterior**

door for school entry every morning, and dismissal every afternoon.

- Entry times may be varied by a few minutes before and after the bell to support distancing and traffic flow. The morning bell (8:15 a.m.) and dismissal bell (3:12 p.m.) times remain the same.

- Class cohort doors are assigned as follows:

Enter/Exit 1	Cohort 71 & Cohort 82 & The Links Class
Enter/Exit 2	Cohort 74 & Cohort 84
Enter/Exit 3	Cohort 76 & Cohort 81 & Cohort 91
Enter/Exit 4	Cohort 73 & Cohort 86
Enter/Exit 5	Cohort 75 & Cohort 87
Enter/Exit 6	Cohort 72 & Cohort 85 & Cohort 93
Enter/Exit 7	Cohort 83 & Cohort 92 & Cohort 94

***Please refer to your email message from RHJ for a detailed map of the assigned Cohort Entrances & Exits as well as the locations of Cohort classrooms.

Hand Hygiene Protocols

- Hand sanitizer will be available at each Cohort Entrance/Exit, in hallways, and in all the entrances of each classroom. Students will hand sanitize as soon as they enter through their Cohort Entrance/Exit and will also sanitize upon entering any of their classrooms.
- We would ask that students refrain from bringing their own sanitizer as we have no way to confirm whether it's effective or safe.
- Class cohort staff will teach routines for hand sanitization upon entering the school.

Posters and Signage

- There will be many visual cues around exterior entry doors, in hallways, and in classrooms to support students with physical distancing.
- Entry and exit doors will be assigned to class cohorts and the integrity of the cohort will be maintained throughout the day.
- Class cohorts will remain in their assigned classroom for the majority of their learning activities.
- Signs will be used throughout the school to minimize traffic congestion and respect physical distancing.
- The school washrooms, office and other work spaces will have maximum occupancy signs posted.
- Visitors, including parents, must make an appointment if they wish to enter the school or meet with school staff.

Assigned Seating in Classrooms

Students will follow assigned seating plans throughout the day in their cohort and other classrooms, and must stay in those seats when eating lunch. Assigned seating is a strategy to mitigate the potential spread of COVID-19 throughout a cohort of students. It will also support health contact tracing should that be required.

Student Supplies and Learning Materials

Students will have their own personal supplies to use that are stored separately. Teachers will plan learning activities to reduce or minimize the need to share equipment, textbooks or materials. Students will wash or sanitize their hands both before and after using the shared items.

Washroom Protocols

- Every class cohort will have a designated washrooms to utilize, students will be informed of their assigned washroom for their cohort classroom on the first day of school during orientation.
- Staff will coordinate washroom use to support physical distancing by only allowing one student at a time from their class to utilize the washroom.
- Students need to be prepared for more structured/scheduled washroom usage, only two students at a time will be allowed in each washroom, students will turn on an indicator light to show that one of the spots are filled. If both lights are active it indicates that two students are in the washroom and students must wait in line until one of the students leaves .
- Students must wash their hands before leaving the washroom, and after turning off the indicator light they must use the hand sanitizer provided in the hallway outside the washroom.

Water Fountains

Rudolph Hennig Junior High has **only one touch water bottle filler**, it is strongly recommended that students bring a labelled, refillable water bottle to school, as regular water fountains will not be in use.

Shared Resources & Rooms

- In the event that students need to share a resource (ie. a chromebook) or a workstation we will have to allocate time near the end of class for cleaning.
- Students will have access to Paper Towel, teachers will have access to the class spray bottle of disinfectant, teachers will provide spray upon the shared resource, and students will wipe it dry, effectively sanitizing the item (chromebook, tabletop, seat, etc.)..
- After cleaning their area/device students will line up at the door. (not return to sitting or using the device).

Breaks

- All classes will receive a 5 minute break at some time during the morning classes, where they can go
to their lockers, grab a snack, check their phone, etc.
- Grade 9's will have the first break between period 1 and 2.
- Grade 8's will have the second break between period 2 and 3.
- Grade 7's will have the third break between period 3 and 4.
- All other classes will also have an "in cohort class" break of 5 minutes as well while staff move from
class to class.

Lunch/Noon Break

- It is important for students who stay at school for lunch to remember to bring their lunch each day—schools will not be able to accommodate family members who want to drop off lunches.

If a

student forgets their lunch, families should phone the school to work out a solution.

- We will be running a staggered dismissal for our Grades to access their lockers to get their lunch,
phone, etc..:

*Grade 7's will go to their lockers first 6 minutes before the lunch bell.

*Grade 8's will go to their lockers 3 minutes before the lunch bell.

*Grade 9's will go to their lockers right at the lunch bell.

- All students can leave the school at lunch, but will not be allowed back into the school if they decide to
go out, until the warning bell indicating the end of the lunch break is approaching.
- Staff will be supervising the cohort entrance/exit doors as well as the students in the cohort classrooms eating lunch.
- Students must eat their lunch in their cohort rooms for the first 20 minutes if they have not left the
School at the initial time they went to their lockers.
- At the end of the 20 minutes students will be dismissed and those students still in the school will be
allowed to socialize in the hallways until the warning bell.
- Supervision at this time will have staff outside the school (in the back and the front), in the hallways of
the cohort pods, and at the cohort entry/exit doors.
- We will not be able to **support any food being brought into the school** through a food delivery
service (such as pizza or Skip the Dishes).
- **Utensils will not be available** to students.
- **Lunches cannot be dropped off by families or delivered** to the school.
- If a student has no lunch, arrangements will be made by the school office and the parent.
- Students are **not permitted to share food** under provincial health guidelines.
- The **use of Microwaves to heat up lunches is prohibited** at school under provincial health

guidelines during the current situation.

End of Day Dismissal

- Grade 9's will be released 6 minutes before the end of the day bell to their lockers for dismissal at
2:56 p.m..
- Grade 8's will be released 3 minutes before the end of the day bell at 2:59 p.m..
- Grade 7's will be released at the end of the day bell at 3:02 p.m..
- Students must go directly to their locker at dismissal, get required items, and depart through their
assigned Entry/Exit Cohort door within the 3 minute allotted time..
- Students **must always leave from their Entry/Exit Cohort door!**
- It is very important that students and families do not gather outside after school, and either
board
their assigned bus or vacate school premises as quickly as possible.

Parent Pick Up

- **Parents cannot enter the school without an appointment.**
- Parents are asked to wait in their vehicles or remain at a physical distance from students who are
waiting to enter the building.
- Parents **must arrange a meeting place with students, away from the building.**

Food in Schools

There are clear provincial guidelines around food in schools during COVID-19. As a result, treats cannot be sent from home for birthdays or other special days to be shared with classmates, and teachers will not hand out food or treats in the classroom. All our food canteen sales, hot lunch days, and our morning "toast club" are postponed at this time.

Volunteers and Visitors

Currently, parent **volunteers and non-essential visits are not permitted** in the school building.

Family and School Communication

Families can stay in contact with their schools through email and over the phone. Families who need to go into the school **must call the school in advance to book an appointment.** Family members with a scheduled appointment will need to use the Government of Alberta's [COVID-19 Screening Questionnaire](#) before going to the school to determine if it is safe for them to attend. Anyone answering "yes" to the questions cannot enter the building.

Families who are contacted to **pick up a sick child can attend immediately.** The person picking up the student must be safe to enter the school based on the COVID-19 Screening Questionnaire.

- Please direct all appointment requests by phone: **780-998-2216**.
- If you are picking up your child prior to regular dismissal, please call the school from your vehicle
once you arrive, and wait in the parking lot for your child to join you..

School Fees

If your child isn't attending in-class learning, any of the supplementary fees associated with school activities and events will be assessed and pro-rated if or when they return to in-class learning.

Regular fees for student transportation apply if your child attends school. Families can withdraw from Student Transportation Services and receive a prorated refund if they choose out-of-school learning. The deadline to withdraw is September 30, 2020.

Library/Learning Commons

For the time being, students cannot congregate in the library or learning commons. Although students cannot visit the library, they will have access to books and materials. After requesting use, the item will be delivered to the classroom or put on hold for pick up at a designated spot. Materials will be left for 72-hours before recirculating.

Set Entry.Exit Dates (between in-school and out-of-school learning)

Students enrolled in in-school classes have the ability to change to out-of-school learning at any time during the school year. Please contact school administration at 780-998-2216 if you would like to make this change.

However, students enrolled in out-of-school learning can only change to in-school classes at key points during the school year, as listed below. If you would like to make this change, please contact Rudolph Hennig Junior High School **at least two weeks before the indicated dates** to make the necessary arrangements..

These dates are:

- November 16, 2020
- January 6, 2021
- April 6, 2021

Physical Education

We will continue to provide physical education instruction. Equipment that is used must be cleaned and disinfected before and after each use. Students must wash or sanitize their hands before and after using equipment.

- As much as possible, physical education instruction will take place outside as Alberta Education has highly recommended outdoor activities. Students should be prepared for gym class outside and should wear clothes (including layers) and shoes that are suitable for outdoor

physical activity. Change rooms will not be available, so students should dress appropriately on the days they have a scheduled Physical Education class.

Field Trips

For the 2020-21 school year, class and school field trips are changing. Field trips are limited to activities that students can walk to and remain outside for the duration—fields, wetlands, river valley. Field trips requiring indoor space or the use of vehicle transportation are prohibited, until further notice.

Athletics, Assemblies, and Special Events

Gatherings that bring multiple cohorts of students together are not permitted at this time. This includes such things as performances, book fairs, guest speakers, school dances, in-person meet-the-teacher events and Christmas concerts. Athletics will be re-visited by E.I.P.S. after the 1st quarter of school is complete.

School Council Meetings

School council meetings for the 2020–2021 school year will go ahead, and we will be continuing to use Google Meet as our platform.

- The first meeting of the year will be held on Monday, September 28, 2020 at 6:00 p.m. Further information will be posted to our website at <https://www.rudolphhennig.ca/> closer to the date.