

August 30, 2021



Father Leonard Van Tighem School

2021-22 School Year

COVID-19 Pandemic Response Protocols

Preamble

Please note that these protocols are subject to change as we adjust to the continuing COVID-19 pandemic. Thank you for your patience and understanding as we do our best to create a safe learning and work environment. In addition to meeting the divisional and provincial requirements and guidelines, Father Leonard Van Tighem School has established some specific protocols for our local context. The purpose of this document is to share these protocols with our community.

Key Guiding Documents

2021-2022 Holy Spirit Guidelines for Maintaining Safe and Healthy School – COVID-19

<https://kostiukg.files.wordpress.com/2021/08/holy-spirit-guidelines-for-maintaining-safe-and-healthy-schools-covid-19-2021-2022-update.pdf>

Province – 2021-2022 School Year Plan <https://kostiukg.files.wordpress.com/2021/08/edc-school-year-plan-2021-2022-august-13.pdf>

Schedule for Week of August 30, 2021

- **Monday, August 30, 2021**
 - Class Lists will be posted outside of our front doors. Also, parents may check their PowerSchool accounts for information about their own child's homeroom placement;
 - Please check this link for our policy regarding class switch requests:
<https://gregkostiuk.com/2021/06/08/class-lists-for-2021-22/>
 - Our staff have a variety of planned activities for the day;
 - Public access to the school is limited to previously arranged appointments.
- **Tuesday, August 31, 2021**
 - Our staff have a variety of planned activities for the day;
 - Public access to the school is limited to previously arranged appointments.
- **Wednesday, September 1, 2021**
 - **First day of school for Grades 1 to 9 students;**
 - **Grades 1 to 7 students attend all-day**
 - **Grades 8 and 9 students attend PM only (starting at 1 pm)**
 - Kindergarten class, prearranged, orientation appointments begin.
- **Thursday, September 1 and Friday, September 2**
 - Kindergarten class, prearranged, orientation appointments continue;
 - Grades 1 to 9 students have a regular school day;
 - Jr. High Options do not start until next week; students will be in homeroom classes during this time,

- Other relevant dates
 - Week of September 6
 - Monday, September 6, 2021 – Labour Day – **School Closed**;
 - September 7-9, 2021 – Kindergarten orientation continues;
 - September 7, 2021 – Jr. High Options begin;
 - September 13, 2021 – First day for **Kindergarten** students;
 - September 13, 2021 – First day for **Early Learning Program** students;
 - September 30, 2021 – new federal statutory holiday – Truth and Reconciliation Day – **School Closed**

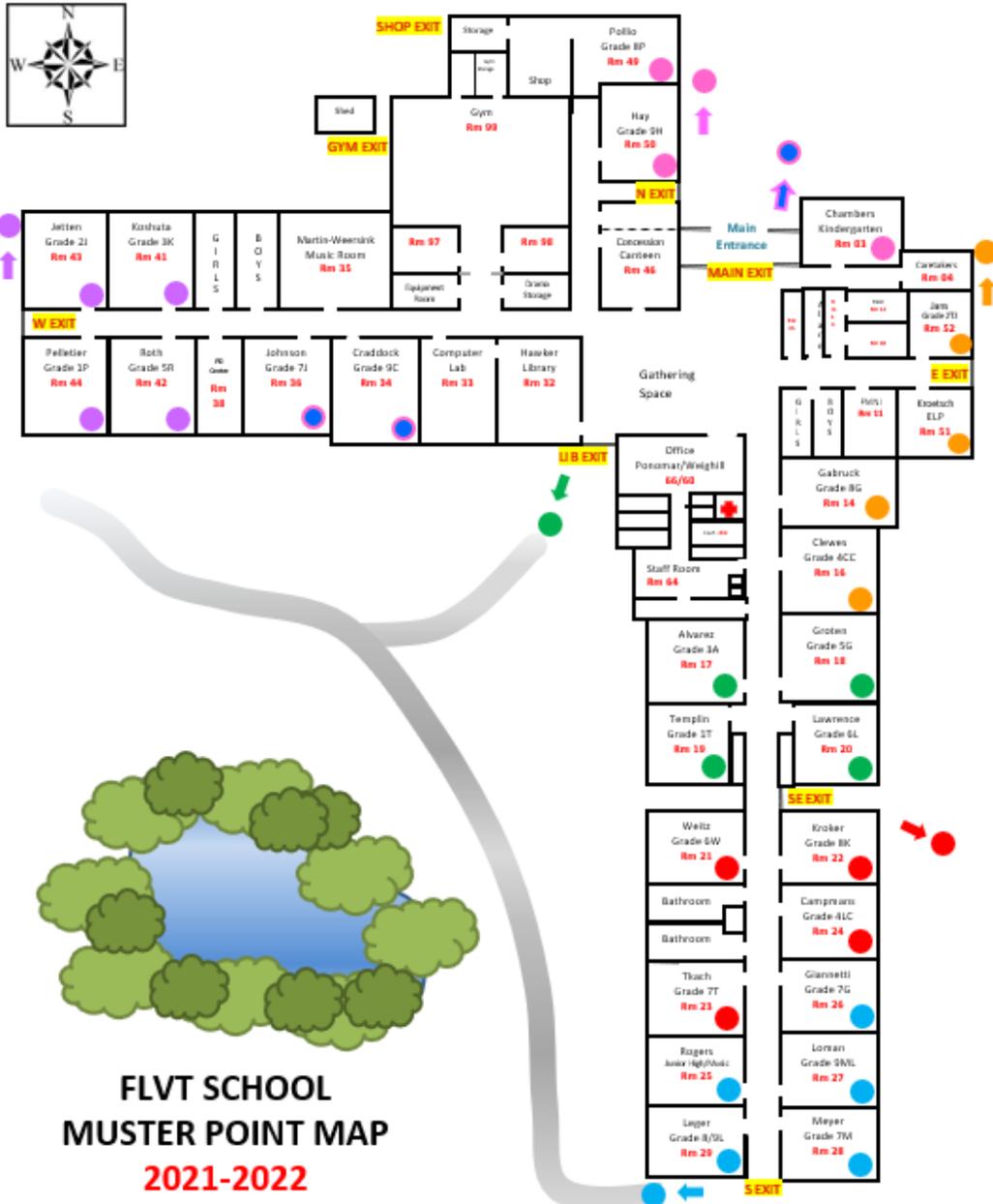
We plan on having a typical start, as much as possible, to the school year. Some protocols will be out of our control as we are required to follow provincial and divisional directives. Last year, some of our COVID-19 protocols were popular in our school community, and some were not; therefore, we have decided to keep some and throw others away. In deciding what to keep and remove, we reflected on what was best for students in mind. To begin September, here are the protocols we are removing and keeping:

Protocols (or changes) we are **removing**:

- Keep students in strict cohorts;
- Require social distancing in our canteen lineup;
- Require students to stay in cohorts during recess and break times;
- Keeping a closed campus for our Jr. High students during lunch. During the noon hour, we will have an open campus meaning our Jr. High students will be able to go off-campus;
- Mandatory masking in our Grades 4 to 9 and elementary music classes. As per our divisional directive, masks are highly recommended but are not mandatory;
- Rather than students moving from class to class in our Jr. High, teachers moved class to class. Students will be moving classes as they follow their class schedule;
- Close our library to student use;
- Requiring our librarian to visit classes rather than have students visit the library;
- Spread out student lockers in each of our classrooms;
- The office staff read student-written prayers. Students will read their prayers over the intercom;
- School announcements were read later in the morning. School announcements will be read at the beginning of the day.

Protocols (or changes) we are **keeping**:

- Teachers will continue to meet and dismiss students from muster points outside of the building. Our staff found this to be an effective way to start the school day. For our younger students, our staff found the use of muster points to be an effective way to communicate with parents daily. All students are to always report to their **homeroom muster points**. Once staff bring their homerooms into the school, our junior high teachers will take their homeroom to their lockers before class, and then students will report to their scheduled lesson. Our elementary teachers will take their classes directly to their homeroom and send students to their lockers right after morning announcements. We may have to adapt or revisit this protocol depending on the construction of our new portable classrooms. Students should arrive no earlier than 5 minutes before the bell as supervision does not begin until 8:15 am. Here is our muster point map;



**FLVT SCHOOL
MUSTER POINT MAP
2021-2022**

*If there is inclement weather, the doors will be open, and students would report directly to their classrooms.

- We will continue to use multiple entrances and exits. Our staff felt this improved on congestion in our hallways;
- Keep all our outside doors locked. Many members of our community, including students, parents, and staff, felt keeping all the doors closed dramatically increased a sense of security in our school;
- Keep the school building closed to the public. Keeping our school closed to the public increases the security and safety of everyone in our facility. Our younger students had an increased sense of responsibility as they needed to perform their locker duties by themselves. Our school population continues to grow. Not allowing the public in our hallways helped to alleviate congestion. Also, our Gathering Space will act as a learning space throughout the day. Our school will be able to be accessed to co-curricular events once they begin;
- Close our mezzanine during lunchtime to our Jr. High students;
 - During inclement weather, our staff will open the mezzanine;

- Having all our students eat in their classrooms;
 - Before the pandemic, our Grade 1 to 3 classes ate in the canteen. Our staff found that students were a lot more settled in their classroom and ate their lunches;
 - Due to cleaning challenges during the pandemic, there will be no access to microwaves for students. Therefore, students are not to bring food that needs a microwave.
- Require all Jr. High to go outside for part of the lunch break;

Dismissal

- There is no supervision on our school playground or school grounds after school hours;
- Students walking home;
 - Once students have exited the building, they leave school grounds right away.
- Students getting picked up by parents;
 - Once students have exited the building, they can meet their parents at the designated muster points. Families are to leave the school grounds.
- Students taking the bus home;
 - Once students have exited the building, following social distancing practices, they line up near their typical bus pick up. Once on the bus, please follow the instructions of the bus driver. Wearing a mask is required on the bus.
- Afterschool Program – Students enrolled *It's a Blast Program* at Children of St. Martha's School will be bussed to the program.

Bussing

- Please check out this link for more information about bussing
<https://www.holyspirit.ab.ca/schools/transportation>

2021-22 Bell Times

Elementary	
Bell Times	
2021-2022 June 15	
Monday-Thursday	
Warning Bell	8:26
1	8:30-9:09
2	9:09-9:46
3	9:46-10:23
Nutrition Break	10:23-10:33
Recess	10:33-10:53
4	10:53-11:30
5	11:30-12:07
6	12:07-12:44
Nutrition Break	12:44-1:04
Recess	1:04-1:24
7	1:24-2:01
8	2:01-2:38
9	2:38-3:16

Friday	
Warning Bell 8:26	
1	8:30-9:10
2	9:10-9:50
3	9:50-10:30
Nutrition Break	10:30-10:45
Recess	10:45-11:00
4	11:00-11:40
5	11:40-12:20
6	12:20-1:00

Kindergarten	
Monday to Thursday	
AM	8:20-11:30
PM	12:10-3:20

Early Learning Program	
AM	8:30-11:00
PM	12:15-2:45

Junior High	
Bell Times	
2021-2022 June 15	
Monday-Thursday	
Warning Bell	8:26
1	8:30-9:44
2	9:48-11:02
3	11:06-12:20
Lunch Break	12:20-1:01
Warning	1:01
4	1:05-1:48
5	1:52-2:35
6	2:40-3:10
(Flex Dismissal)	3:10-3:15

Friday	
Warning Bell 8:26	
1	8:30-9:10
2	9:14-9:52
3	9:56-10:34
4	10:38-11:16
Nutrition Break	11:16-11:31
5	11:35-12:13
6	12:16-12:56

Other Information or Protocols:

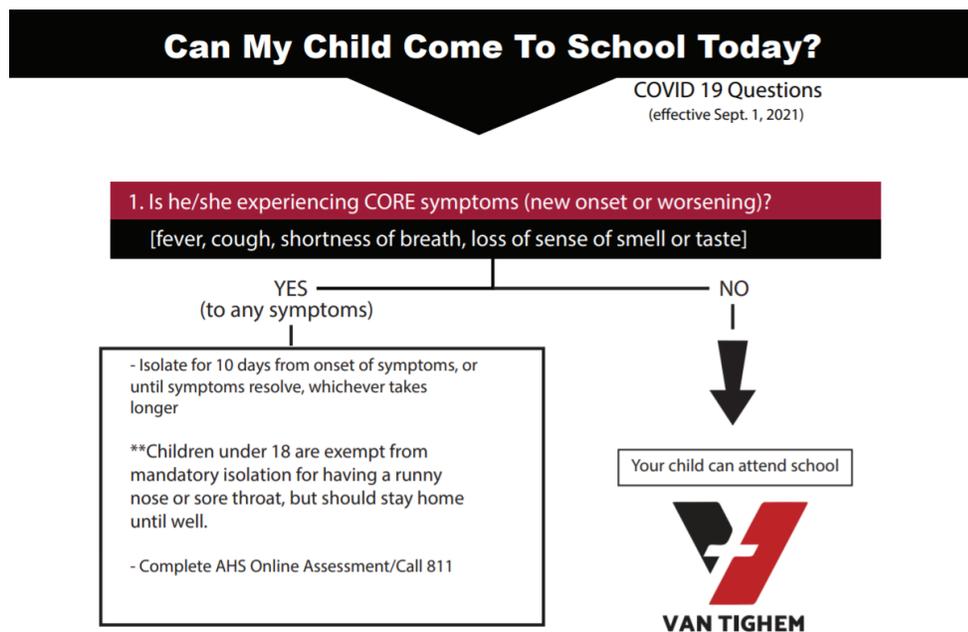
- **Co-curricular Activities** – Currently, we are planning to have all our traditional co-curricular activities, including sports and fine arts. Please check our co-curricular calendar for specific information: <https://flvt.holyspirit.ab.ca/calendar>
- **Large Gatherings** – Due to the contagious nature of the COVID-19 virus, we will be limiting large gatherings to start the school year. Therefore, we will only be doing grade-level gatherings at the school to begin the year.
- **Jr. High Fine Arts Production** – We are currently planning to have our spring production.
- **Elementary Christmas Concert** – The school will decide on our elementary Christmas Concert closer to the date.
- **Fall Fundraiser** – We plan on running our traditional fall card fundraiser. The fundraising campaign will adapt to the current context and include a phone App option. In addition, the school will be sending more information to parents.

Positive COVID-19 Cases

- If there is a confirmed case of COVID-19 in a school community, we will follow the process outlined by the province. <https://www.alberta.ca/isolation.aspx> Students that have tested positive are not to attend school and follow the AHS guidelines for quarantine.

Can My Child Come to School Today?

- Please use this flowchart:



Thank you again for your patience and understanding as we do our best to adapt and live with COVID-19.



God give me
clear eyes,
a faithful heart,
and courage to soar.

Saint Kateri
Pray for us.