



WEBBER ACADEMY

COVID-19 PROTOCOLS FOR SCHOOL OPERATIONS

In this document:

**Screening
Procedures**

**Environmental
Cleaning**

Hand Hygiene

Physical Distancing

Large Gatherings

**Cafeteria Service
and Lunch Break**

Face Masks

Substitute Teachers

**Dealing with a Sick
Student**

School Access

References



The following details outline the expectations and protocols at Webber Academy for the 2020-2021 school year set to begin on August 26, 2020.

First and foremost, the primary goal is to provide the safest possible environment for our students and staff. As such, please review the following and have age appropriate positive discussions with your child(ren) to assist them in becoming familiar with the measures being adopted in an effort to protect them, their classmates, school staff, and families from the spread of COVID-19. These measures will be discussed with our student body at the onset of the school year by their teachers and reinforced on an ongoing basis.

Our re-launch plan is one that we reserve the right to scale up or down depending on the evolving situation and of course depending on the direction/guidance provided by the Chief Medical Officer of Alberta and/or our provincial government. Currently, Albertans are legally required to isolate for:

- 14 days if they returned to or entered Alberta from outside Canada or are a close contact of someone with COVID-19
- 10 days if they have any symptoms that are not related to a pre-existing illness or health condition: cough, fever, shortness of breath, runny nose or sore throat

SCREENING

Screening students for symptoms of COVID-19 must occur each day by a parent/caregiver prior to sending their child(ren) to school or entering a bus. Students and staff who exhibit any of the following symptoms as outlined by Alberta Health Services must remain at home:

- Fever
- A new cough or a chronic cough that is worsening
- New or worsening shortness of breath or difficulty breathing
- Sore throat
- Runny nose
- Stuffy nose
- Painful swallowing
- Headache
- Chills
- Muscle or joint aches
- Feeling unwell in general, or new fatigue or severe exhaustion
- Gastrointestinal symptoms (nausea, vomiting, diarrhea or unexplained loss of appetite)
- Loss of sense of smell or taste
- Conjunctivitis, commonly known as pink eye



Higher accuracy on temperature detection

Additionally, we have arranged to have infrared fever warning equipment located at three entrances to the main building and one entrance to the Kindercentre. Students and staff will be screened for fever detection up to 8 meters away for multiple people at the same time with no need to stop. There will be an automatic warning with a photo captured when individuals with fevers are identified. Historical data can be checked for easy recording and tracking. Students with fevers will be separated and parents will be expected to promptly pick up their child from school. Staff members with fevers are expected to immediately exit the building and notify administration in order to arrange for a replacement if needed. It should be noted that an individual with a fever does not mean that the virus is present nor does the absence of a fever suggest the person is free of the infection. This screening device is simply a tool to assist in identifying potential cases of COVID-19.

Should children, youth and staff suffer the common-cold, influenza, or COVID-19 like symptoms they must stay home, be assessed by a health care professional and tested for COVID-19. Self-isolation is also required for those who are considered a close contact of a confirmed case and awaiting test results.

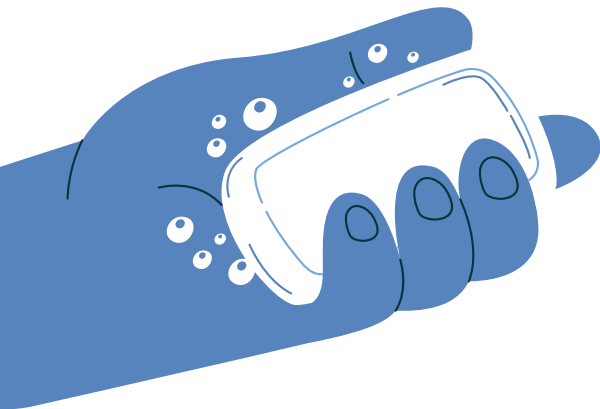
ENVIRONMENTAL CLEANING

As you would expect, our facilities crew and support staff have been busy cleaning and preparing for the upcoming school year. According to experts, regular cleaning and disinfection are a significant consideration when it comes to reducing the risk of transmission of COVID-19 and other infections. As such, Webber Academy has increased the number of day time custodial staff from 4 to 6 persons. Our dedicated cleaners will be following a rigorous cleaning schedule with an emphasis on high touch surfaces and all washrooms.



HAND HYGIENE

Age appropriate signage will be showing at relevant locations throughout the school to remind users of the need to engage in proper hand washing techniques. Classroom teachers will also certainly be reiterating the need for exemplary hand-washing and we ask that all parents have a similar conversation with their child(ren). Students will notice multiple hand sanitizing stations at school entrances, their classrooms, the cafeterias and other locations.

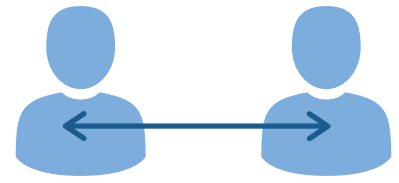


All students and employees are expected to wash their hands with soap and water or sanitize:

- upon entering their classrooms/gymnasiums/cafeterias and before they go home
- before and after playground use
- before handling food and after eating
- after using the toilet
- after sneezing or coughing into hands
- before and after playtime with shared equipment/toys
- before and following attendance at aftercare
- before application of face masks and upon storage

(If students or employees or students depart the school during lunch or any time during the day for appointments etc. they must ensure to follow the same hand hygiene protocols on departure and return to the school)

PHYSICAL DISTANCING



While physical distancing and its role in the prevention of infection transmission will be discussed with students of all ages, it is impractical to enforce strict physical distancing especially during periods of play for elementary school aged children. Our play structures will be open for student use during lunch break and recesses. Staff supervisors will focus on having the children avoid physical contact between one other rather than staying 2 meters apart. (Limited equipment will be available during outside play with hand sanitizing expected after use. Students are not to bring personal toys or sporting equipment to campus.)

We respectfully ask that parents ensure their children do not use the playground areas following dismissal. Playground areas are restricted after 3:30 pm on school days to those being supervised by staff as part of our aftercare programs. Students in Grades 7 through 12 are to refrain from using the elementary school play structures and limit their outdoor break activities to the green space of Beddome Field, the Senior School outdoor basketball court, and the courtyard area west of the library.

Classrooms are being set up to maximize the distance between students as much as practicable and will no longer contain an excess of furniture or non-essential materials. Teachers will be encouraged to embrace more frequent outdoor learning activities. Teachers will make an effort to maintain a distance of 2 meters from students as much as is reasonably possible. We recognize that distancing will not be feasible in classrooms with young children.

Please explain to your child(ren) the need to avoid close contact greetings such as hugs and handshakes with their teachers or friends due to the pandemic. As much as we all enjoy giving or being on the receiving end of a hug or handshake, there is a need during this challenging time to find other ways to demonstrate our care and concern for others while at school.

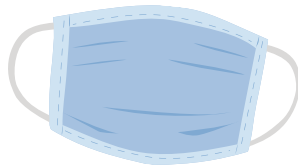
LARGE GATHERINGS

Large gatherings and assemblies as well as choir practices and full band performances will not take place in the immediate future. Instruments will not be shared between students and thorough cleaning and disinfection will be required following any use. Additional information will be forthcoming regarding our Senior School Bands and Athletics programs. The Alberta Schools Athletics Association is expected to release a plan in the near future. Physical Education classes will resume with risk mitigation strategies in place. Again, hand sanitization and cleaning of equipment will be a priority. Most of the planned Senior School Club activities will resume with restrictions.

CAFETERIA SERVICE AND LUNCH BREAK

In order to avoid crowding, it is necessary to limit the use of our cafeterias to students in grades 5 to 12. We ask parents to provide home packed lunches for students from Junior Kindergarten to Grade 4. Students in Kindergarten to Grade 4 will have lunch at their desks in classrooms while Junior Kindergarten students use the multi-purpose room. Please ensure that packed lunches do not require onerous preparation in terms of microwave, surface, or utensil use. Students in Grades 5 to 12 who make purchases from the cafeteria will be permitted to consume their lunches at tables in the cafeteria and will be assigned to classroom tables. There will likely be a need to open up a few classrooms for use during lunch periods for students in grades 7 through 12. No food sharing is permitted.

FACE MASKS



The use of face masks in the school setting is a complex issue. Based upon public health guidelines, students in grades 4 to 12 will be required to utilize masks while indoors at school when moving through or remaining in crowded spaces. We expect all students in grades 4 to 12 as well as all staff to wear masks when entering the school during morning drop-off and when leaving classrooms following dismissal. Students and staff will not be expected to use masks while participating in physical activity. Face masks are optional for students in JK to Grade 3. It is impractical to expect most people to wear a mask for the duration of the school day, therefore masks can be removed during class time when students and teachers are distancing.

The school will provide non-medical masks to all employees. We request that parents/guardians obtain comfortable and appropriate reusable masks for those who require them. Students must also come prepared with a bag in which to store their masks on their person when not in use. It is an expectation that parents/guardians coach their child(ren) on the proper use of masks and practice wearing them prior to attending school on August 26. Proper use of masks are lessons that will be repeated with teachers.

SUBSTITUTE TEACHERS

To the extent possible, consideration will be given to having substitute teachers who work exclusively at Webber Academy. A minimum of a two-week interval between assignments will reduce the risk of transmission from one school to another if there is a need for substitute teachers to change schools.

DEALING WITH A SICK STUDENT

Staff supervising symptomatic children must use strict hand washing techniques and will utilize additional personal protective equipment such as face shields and gloves in situations where an ill child needs close physical attention. Parents/guardians must provide emergency contact numbers and ensure to pick up their child as soon as possible in order to protect the other children and employees. The school has established an alternate location for an infirmary due to the pandemic. There will be no access to the infirmary or an alternate location after a sick child is picked-up until cleaning has been effected by custodial staff. The isolation room will be super cleaned before reuse. Students who are absent from school due to illness or have another reason to isolate, can expect homework to be shared electronically.

SCHOOL ACCESS

Entrances to the school, other than the main entrance, will be locked during the day once classes begin. Parents will not be permitted to enter the school during drop-off and pick-up times. Please drop off your child(ren) between 8:00 and 8:20 a.m. if they are in Grades 1-12. Students in Junior or Senior Kindergarten should arrive between 8:20 and 8:30 a.m. Upon arrival, elementary students must make their way directly to their classrooms. (The exception will be the first three days of school when students will meet with their teachers outside on the grounds. Further details will be shared by homeroom teachers in the days just prior to the onset of school). Following dismissal, students will meet with a parent outdoors or depart campus on their own. Appointments are required for parent/teacher meetings and may unfold by way of Google Meet rather than in person. It is expected that all students will attend school unless a student has an underlying health condition. In those cases, the school will work with the family to create a plan for ongoing learning from home.

REFERENCES

Although multiple resources were reviewed in establishing several of the foregoing guidelines, two in particular are recommended for your review. One is the [Alberta Government General Relaunch Guidance](#) manual. The second is a document entitled, [COVID-19: Guidance for School Reopening](#), dated July 29, 2020 published by The Hospital for Sick Children (Sick Kids) in Toronto. The document points out that the risks of severe illness from COVID-19 infection in children, which appears to be relatively small, need to be balanced with the harm associated with school closure.

Additional information will follow regarding the drop off and pick up process specific to the first few days of school. We look forward to welcoming our students for the 2020-2021 school year.

Sincerely,

Neil Webber
President and Head of School