

Parent and Caregiver REOPENING HANDBOOK



This plan will be periodically updated upon direction from Saskatchewan's Chief Medical Health Officer and as our response to the COVID-19 pandemic evolves.

UPDATED AUGUST 14, 2020



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OVERVIEW



In creating this plan, the safety of students and staff members is paramount.



The plan is based on the Government of Saskatchewan's **Primary and Secondary Educational Institution Guidelines**. Returning to in-school learning will be done in compliance with the **Re-Open Saskatchewan Plan**.



As in all health matters, Saskatoon Public Schools takes its direction from provincial public health authorities. While creating the plan, many community partners were consulted for guidance, including the Saskatchewan Health Authority, Saskatoon Emergency Measures Organization, Saskatoon Fire Department and Saskatoon Police Service. Information has also been gathered and considered from numerous sources, including the Public Health Agency of Canada, World Health Organization, Centers for Disease Control and Prevention (CDC), as well as numerous school divisions in Canada and the U.S.



The plan is subject to change at any time based on direction from Saskatchewan's Chief Medical Health Officer.



The information included in this plan provides direction and supports the operations of all our elementary schools and collegiates. However, each school will have some unique information to share with its school community regarding operations. When school staff return on August 24, they will be working on these plans for their school. School-specific information will be shared prior to the first day on September 1.

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Goals Of School Reopening Plan



Protect the health and well-being of students, staff members, and families.



Quality educational opportunities and instruction are provided for all students, whether in class or at home.



Community engagement and connections are maintained and strengthened with students and families.

COVID-19 Information

COVID-19 is a virus that spreads through close person-to-person contact. The infection transmits via coughing and sneezing (droplet transmission). It can also be spread by touching surfaces with the virus on it and then touching your mouth, nose, or eyes before washing your hands.

Symptoms of COVID-19 are like other respiratory illnesses, including the flu and common cold. Common symptoms may include one or more of the following:

- fever;
- cough;
- headaches;
- aches and pains;
- sore throat;
- chills;
- runny nose;
- loss of sense of taste or smell;
- shortness of breath or difficulty breathing.

As a respiratory illness, the best method to protect yourself against COVID-19 is to practice everyday **preventative actions**, including:



Practice proper cough and sneezing etiquette (into a tissue or the bend of your elbow);



When physical distancing is not achievable, wear a mask;



Wash your hands often with soap and water; if soap and water are not available, use an alcohol-based hand sanitizer;



Avoid touching your eyes, nose and mouth with unwashed hands;



Clean and disinfect your home regularly;



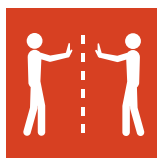
Maintain safe food practices;



Avoid close contact with people who are sick;



Avoid unnecessary travel to affected areas; and



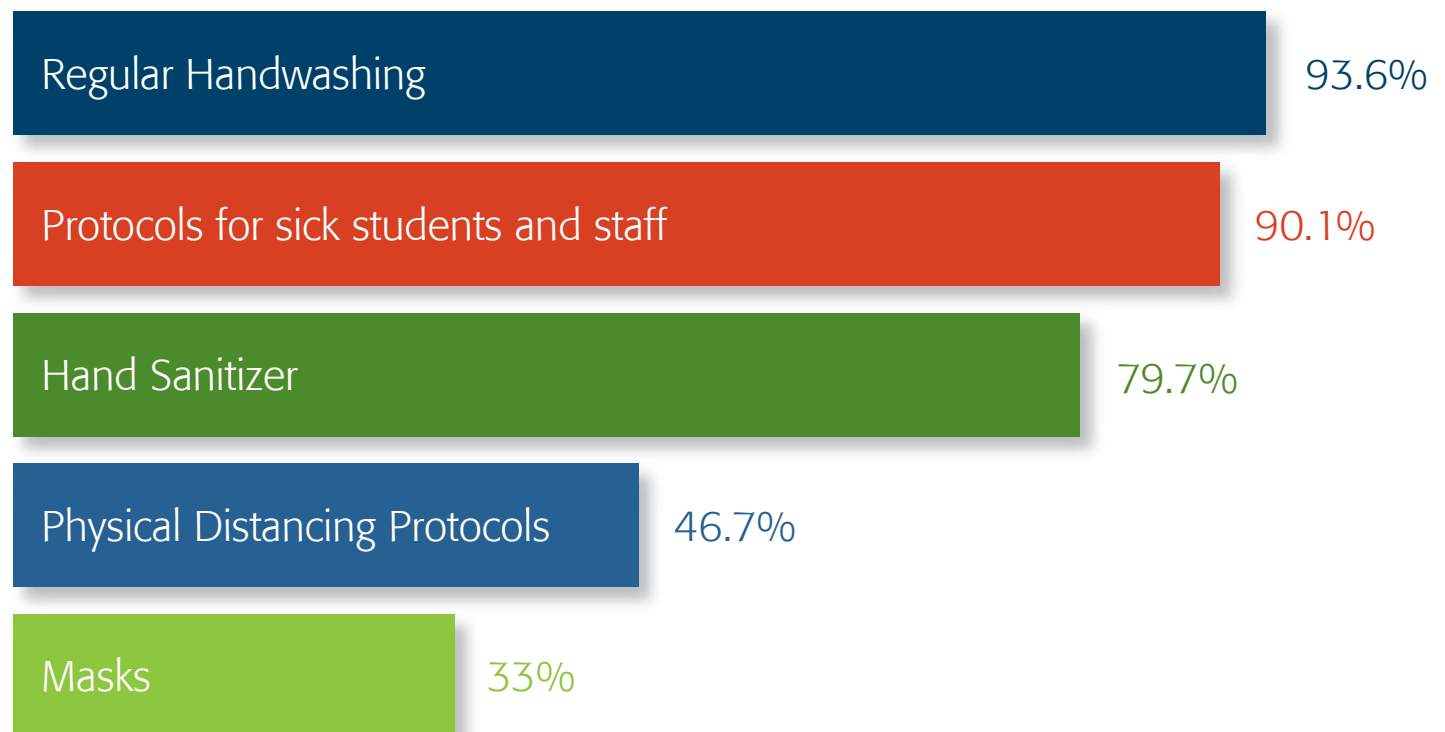
Avoid large crowds and practice physical distancing (do not shake hands, hug or kiss).

Survey Results

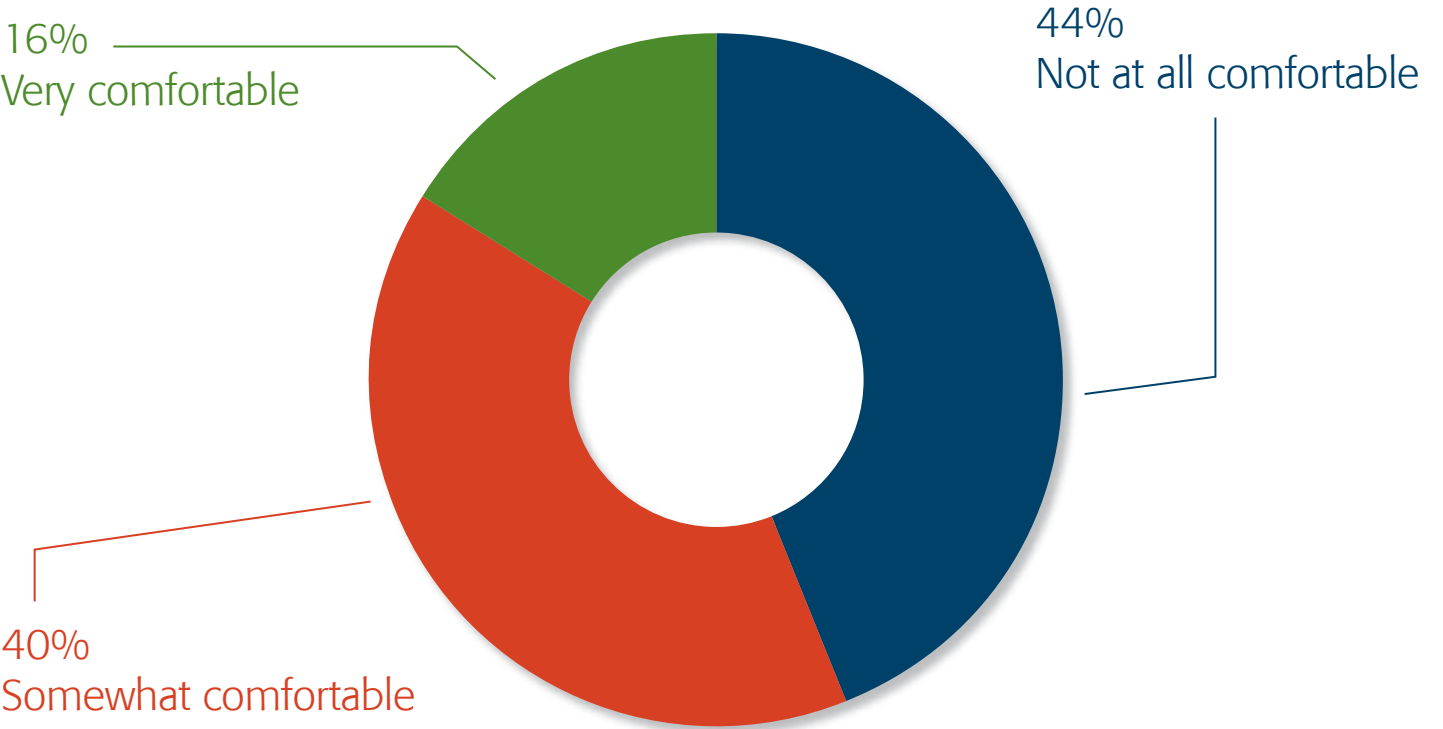
From June 11–18, 2020, Saskatoon Public Schools conducted an online survey for parents and caregivers to gather feedback about their experience with at-home learning and better understand their concerns ahead of the next school year. Parents and caregivers were asked to fill out one survey per family.

In total, 5,309 surveys were completed. This survey provided a snapshot of families views in the spring and valuable feedback for our reopening plan. Here is a snapshot of some of the responses:

Parents and caregivers were asked about the **importance of the following safety measures** in helping them feel comfortable with their children returning to school in September. When asked to rate each as “very important,” “somewhat important” or “not at all important,” the following responses were received for “very important:”



When asked how comfortable they are with having their children continue with **online learning in the fall**, parents and caregivers responded:



When asked about their **three biggest concerns** as a parent or caregiver for fall 2020, the top-ranked answers were:



Safety Precautions in Schools

SELF-ISOLATION AND SELF-MONITORING

Self-monitoring is paying attention to your health and identifying any symptoms of illness. The Government of Saskatchewan recommends everyone to self-monitor. If you begin displaying symptoms, you should self-isolate and contact HealthLine 811 for directions for testing.

Self-isolation is required if you have been diagnosed for COVID-19, recently returned from travelling internationally, or had close contact with someone who has a confirmed diagnosis of COVID-19. If you are experiencing cold or flu-like symptoms, contact HealthLine 811. You may be told to self-isolate, which means stay at home until you receive the results of your test. You are also asked to continue to monitor yourself for symptoms, avoid all contact with others, and follow local public health authority advice. If you have COVID-19, you must isolate until you have medical confirmation that you are illness-free.

How do you feel today?

Every morning before your child leaves for school, please check to see if they are experiencing any of these symptoms:



Fever or chills



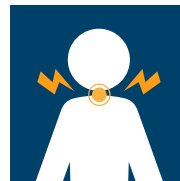
Cough



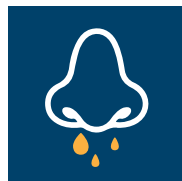
Headache



Aches and pains



Sore throat



Runny nose or congestion



Loss of taste or smell



Shortness of breath or difficulty breathing



Fatigue



Nausea or vomiting



Diarrhea



Conjunctivitis



Dizziness

If your child is experiencing any of these symptoms, **do not send your child to school.** Contact Healthline 811 for assistance.



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PREPARING FOR AN ILL STUDENT

Parents and caregivers should make a plan in case their child needs to be picked up early from school due to illness. Please ensure contact information is up to date with the school.

IF A STUDENT IS SICK

If a student is experiencing cold or flu-like symptoms (fever, cough, headaches, aches and pains, sore throat, chills, runny nose, loss of taste or smell, shortness of breath or difficulty breathing), they must not attend school. Parents/caregivers should contact HealthLine 811 for direction.

If the student is referred for testing, they must remain home and self-isolate until they have received their results and direction from the health authority.

IF A STUDENT BECOMES SICK AT SCHOOL

All schools will be asked to have an isolation space for anyone with COVID-19 symptoms who cannot leave the facility immediately. If a student is showing symptoms, they will be isolated in this space and provided with a medical mask until they can be picked up. Students must be supervised in this area. Supervising staff members must wear a mask and face shield during all interactions with the ill student.

The student's parents or caregivers will be contacted and **must** pick up the student immediately. School staff will not transport the student home. After the student/staff member has been picked up, the space will be cleaned and disinfected.

The school will also contact public health officials to provide notification of the student being removed from the school due to illness. Public health officials will then conduct an initial assessment and provide direction to the school.

The student's classroom will be cleaned and disinfected, with particular attention to the student's desk and surrounding desks as well as any other common-touch items in the classroom and/or other school facilities the student had access to that school day, such as washrooms.

IF A STAFF MEMBER BECOMES SICK AT SCHOOL

If a staff member develops symptoms consistent with COVID-19, they must inform their principal, who will strive to have the staff member's duties covered. The principal will need to notify their local public health official to conduct an initial assessment and provide direction to the school. Once the staff member has notified their principal, they should immediately leave the school, and the school cleaning and disinfection procedures will take place.

IF THERE IS A COVID-19 CASE AT SCHOOL

The Saskatchewan Health Authority will notify the school division if there is a confirmed case of COVID-19 linked to a school. In abiding by the *Local Authority Freedom of Information and Protection of Privacy Act* (LAFOIP), Saskatoon Public Schools will not be sharing names or health information of students and staff. Instead the school and school division will work with public health officials on communication and the next steps, which may include self-isolation, self-monitoring, contact tracing, and testing.

Following a positive case, a thorough cleaning of the school will be conducted. If this cleaning disrupts normal school operations, families will be notified about any scheduling changes.

Students and staff members should self-monitor to ensure they are not developing symptoms. If the individual had close contact with any students or staff members who may need testing, those individuals will be contacted by public health officials.



HYGIENE

Proper hand hygiene is a key element to reducing the spread of illness. Students will be taught and expected to follow proper hand hygiene. This includes washing hands with soap and water for at least 20 seconds and the frequent use of hand sanitizer. Visual instructions for proper hand washing will be displayed beside every sink.

Hand sanitizer will be available in all schools at all entrances and in every classroom. Students are encouraged to bring their own bottle of hand sanitizer.

There will be numerous prompts to wash hands or use hand sanitizer throughout the day, such as when first entering the building, entering the classroom, or immediately before and after recess.

MASKS AND EYE PROTECTION

- Grade 4-12 students are required to wear masks when appropriate physical distancing cannot be maintained.
- Masks are recommended for prekindergarten to Grade 3 students.
- Staff are required to wear masks at all times when appropriate distancing cannot be maintained.
- When physical distancing is achievable, mask breaks may occur (i.e. outdoor learning).
- All students are required to wear masks while riding the bus.
- All visitors must wear masks.
- Saskatoon Public Schools will provide one reusable mask for each student. Additional disposable masks will be made available to students when needed and required.
- Students are welcome to bring their own masks.
- In some situations, wearing a mask may not be possible for a student. In these instances, school staff members will work with parents/caregivers to consider accommodations. More information can be found on the [CDC website](#).
- Staff members will be provided with a reusable mask and face shield for use as needed. Staff members may also choose to use their own mask.
- More information about the proper usage of masks or face coverings is available from the [Public Health Agency of Canada](#).

PHYSICAL DISTANCING

In the Government of Saskatchewan's [Primary and Secondary Educational Institution Guidelines](#), schools are not required to meet a specific physical distance between individuals. With students—especially young children—maintaining physical distance is challenging. Instead, the focus will be on limiting physical contact.

CLASSROOM SETUP

- Unnecessary furniture may be removed from classrooms to provide greater space between students and encourage new methods of interacting to avoid close contact.
- When possible, students should be forward facing.
- Area rugs and soft furnishings that cannot be easily cleaned and disinfected must be removed.
- Each classroom teacher will be determining a flow for student movement, which will be clearly marked with directional arrows.

STUDENT GROUPING

As much as possible, student groups will remain consistent in elementary schools to limit the number of student interactions during the school day. Collegiates will be following a block schedule to limit student interactions. See page 22 for details. This will also assist public health officials in their efforts to trace contacts if an outbreak occurs.

ACTIVITIES AND INTERACTIONS

- Staff members will be encouraging students to limit physical contact and will be modeling new ways to interact using games that include basic principles such as 'two-arm lengths apart' and avoiding close greetings like hugs or handshakes. Physically distant greetings such as air-fives and waves will be encouraged.
- Classroom activities will be planned that avoid physical contact or the close gathering of students. Activities that require clustering around an item or small area will be avoided.

LIMITING SHARED MATERIALS

- All students will be responsible for their own school supplies. Sharing of student personal items such as electronic devices, writing instruments, supplies, and food will not be allowed.
- Learning materials that are shared amongst students during classroom lessons will be reduced and sanitized. Items that cannot be easily cleaned and disinfected will not be used. No stuffed toys or porous items will be permitted.
- Computers will be cleaned between each use, and where possible the computers will be grouped to reduce the number of students using each machine.

Do NOT share

- electronic devices
- writing instruments
- supplies
- food



LOCKERS

- Each elementary school will develop plans for storage of student materials. This may include the use of lockers, if proper distancing can be maintained.
- In collegiates, in order to limit crowding and support cleaning, students are asked to bring what they need for the day packed in their backpack. Lockers will be made available by request only. Assigned lockers will be spaced appropriately.



WASHROOMS

- Each school will develop a plan for washroom use to try to limit the number of students in a washroom at one time.
- Where possible, washrooms will be assigned to groups or classes of students.
- Increased cleaning and sanitization will be scheduled.
- Visual instructions for proper hand washing will be displayed by every sink.
- Every second sink and urinal in bathrooms will be closed off to allow for appropriate spacing.



STUDENT ACCESS TO WATER

- Water bottle filling stations have been installed in every school.
- Water fountains have been temporarily disabled.
- Students are asked to bring a reusable water bottle filled from home to school every day. This water bottle is for personal use and must not be shared with others.

RECESS/OUTDOOR SPACES/ PLAYGROUNDS

- Schools will develop plans to promote student groups staying together and physical distancing during non-instructional time. This may include staggering of break times and assigned outdoor spaces for groups of students.
- Equipment that would be used by multiple students will be reduced. Other activities that do not involve the sharing of equipment will be encouraged.
- Schools will develop site-specific plans to promote physical distancing and reduce the risk of infection.
- Playgrounds will be divided into grade-specific areas – i.e. primary, middle years.
- Use of fields and blacktop spaces will be determined for the school and community. They may be used for staging areas for morning arrival.
- Each elementary school will determine its schedules for use of play structures.

EXTENDED DAY/PRESCHOOL/ DAYCARE

The school division will be working with extended day, preschool, and daycare providers to help support operations while following health and safety guidelines.

PICK UP & DROP OFF AT SCHOOL

Each individual school will be creating a plan to ensure efficient and safe pickup and drop off at the school. Parents and caregivers are asked to transport their own children where possible. Picking up and dropping off students outside of the building is encouraged, unless there is a need for the parent or caregiver to enter the school. Elementary schools will facilitate arrival and departure by having designated muster points for staggered entry/exit. This will be evaluated throughout the fall.

If parents or guardians must enter the school, they will be required to fill out a health questionnaire before entering the building. The form can be filled out by using a smartphone to scan the QR code posted at the entry door of the school, which will go directly to the questionnaire site. Paper copies will be made available as needed. These forms will be used if a contact tracing investigation is necessary.

Parents and caregivers must put on a mask and use hand sanitizer immediately upon entering the school. In the school, parents and caregivers should maintain physical distance from staff and other students and should practice diligent hand hygiene.

Current start and end times will be retained as per each school's bell schedule. Families should drop off children as close to bell times as possible, but no earlier than 15 minutes before the start of school.

For families dropping off students at an extended day program or daycare in the school, please confirm pick up and drop off requirements with the program.



TRANSPORTATION

Along with our transportation partners, all our school buses and taxis will follow the protocols set out by the provincial government.

- Parents will be asked to transport their own children where possible. We encourage all families to consider active transportation—walking, biking, or rolling on your scooter or skateboard to school.
- For the safety of all, **everyone riding or boarding buses or taxis is required to wear a mask** including students, the driver, school staff, parents/caregivers as required to assist a student, and any others as may be required to be on the bus.
- For contact tracing purposes, students will be assigned seats on buses, and a record of the seating plan will be kept. Students who live in the same household should be seated together.
- Buses and other vehicles used to transport students are to be cleaned and sanitized between each run by the transportation provider.
- No travel for extracurricular activities is permitted at this time and staff are not to provide personal transportation.



ENTERING AND EXITING THE BUILDING

- Where possible, schools will assign groups of students or classrooms specific doors to enter and leave the school.
- There will be appropriate door signage to ensure those entering the school have done a self-health check.

STUDENT AND STAFF MOVEMENT THROUGH THE SCHOOL

- Directional arrows to support safe movement in schools will be used.
- Social distancing decals will be installed on floors where necessary.

FIRE AND LOCKDOWN DRILLS

The mandated fire and lockdown drills will look differently. We are working with our partners at the Saskatoon Fire Department and Saskatoon Police Service to review these safety procedures and determine a drill format that adheres to public health guidelines.

ASSEMBLIES

Assemblies and gatherings will be limited to class groups. Large assemblies/meetings will occur virtually to limit interactions of students. If gatherings (meetings) occur, they will access large open spaces (i.e. gyms) to allow for physical distancing.

REGISTRATIONS

Student registrations will be accepted [online](#), by phone, or in person.

VISITORS TO THE SCHOOL

At this time, visitors to the school are discouraged. This means external presenters or speakers will not be scheduled for in-person presentations. Contractors attending to the school for facilities work will be limited where possible.

All visitors attending to the school will be required to fill out a health questionnaire. The form can be filled out by using a smartphone to scan the QR code posted at the entry door of the school, which will go directly to the questionnaire site. Paper copies will be made available as needed. Visitors will be required to wear a mask and use hand sanitizer upon entering the school.

Parents/caregivers are encouraged to contact the main office to make an appointment if they need to come to the school. At this point, we request that this occur only if necessary.



ATTENTION

Parents/Caregivers and Visitors

You must complete the following:

- 1 COVID-19 Questionnaire**—scan the QR code with your phone's camera to access it. The questionnaire must be completed the day of your visit.
- 2 Put on a **mask**** before entering the school.
- 3 Sanitize** your hands immediately upon entry.



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SCC MEETINGS/MEET THE STAFF EVENTS/THREE-WAY CONFERENCES

For the time being, all SCC meetings and division-wide SCC assembly meetings will be conducted virtually. This will be reassessed in January 2021.

School community events such as Meet the Teacher will be held virtually.

Information about three-way conferences, which are held in late fall and early spring, will be forthcoming.

Curriculum, Instruction and Assessment K-12

Teachers will plan and provide engaging learning opportunities for all outcomes within all subject areas. Students will be responsible for demonstrating understanding in all outcomes of the curriculum.

All teachers will implement an online platform (such as Google Classroom or Seesaw) to communicate with students/families to support in-class lessons when possible.

NOTE: Providing learning supports using an online platform is not the same as online teaching and learning.

PHYSICAL EDUCATION

Outside activities are encouraged and physical education will be permitted according to the Re-Open Saskatchewan Guidelines and guided by other physical education research such as [recommendations](#) from Physical and Health Education Canada (PHE Canada).

PERFORMING ARTS

The safe offering of curricular opportunities within our schools that adhere to the [Performing Arts Guidelines](#) are currently being investigated. More information will be provided prior to school startup.

EXTRACURRICULAR ATHLETICS

We are awaiting provincial direction on extracurricular activities.

IN-SCHOOL CLUBS

Due to cohorting, regular in-school clubs supervised by staff will not be able to meet in person but can pursue creative alternatives, such as virtual gatherings.

ENGLISH AS AN ADDITIONAL LANGUAGE (EAL) SUPPORT

Learning language is not just learning words. Language learning is accomplished through authentic interaction, building relationships, learning about culture, and learning to express oneself in a variety of contexts.

EAL teachers will:

- Provide the best possible support for language development while adhering to SHA guidelines;
- Allow for flexibility as needs, context, and scenarios may differ in each school and in response to monitoring of processes;
- Support students in small groups. Whenever possible, the students in these groups will remain consistent to reduce interaction; and,
- Have EAL classes in larger spaces in the school if possible or reduce student group numbers.



DRIVER EDUCATION

Saskatoon Public Schools will continue to offer Driver Education for the 2020-21 school year through a combination of online class instruction and in-car drives.

The following measures outlined by the Chief Medical Health Officer will be adhered to:

- Masks will be required for students and driver instructors;
- Enhanced cleaning and disinfection of vehicles including door handles, steering wheel, gear shifts, signal lights, etc. before and after each drive;
- Pre-screening health questionnaire prior to each drive;
- Limiting the exchange of papers such as forms and certificates; and,
- All instructors must practice effective hand hygiene after each student by washing their hands with soap and water or hand sanitizer.

OFF-SITE, LAND-BASED AND/OR OUTDOOR LEARNING

Instructional learning that occurs off-site, on the land, or outdoors will be allowed to use busing if the class cohort is maintained. Cleaning, sanitization, mask, and hygiene protocols must be followed.

Walking or biking is encouraged when possible. At the destination, students and staff members must be able to maintain appropriate physical distancing, limited physical contact, and must practice good hygiene.

INTERNATIONAL AND OUT-OF-PROVINCE TRAVEL

All international and out-of-province school trips have been cancelled for the 2020-21 school year.



PREKINDERGARTEN AND KINDERGARTEN CLASSROOMS

HOME VISITS (PREKINDERGARTEN)

This fall, home visits will not be possible. However, these visits are valuable to meet the family, learn about the child, and make decisions around placement. Options to consider instead of home visits include:

- Playground visits
- Telephone calls
- Online meetings

During these visits, the home visit books and prekindergarten calendar can be distributed. These materials will arrive at schools in August.

FAMILY DAYS (PREKINDERGARTEN)

Family days may be hosted virtually or in person with small groups if they take place in a safe environment that follows the direction of the Chief Medical Health Officer and guidelines of the Government of Saskatchewan.

EXTENDED STAGGERED START

Schools will be able to extend their staggered start for kindergarten and prekindergarten students this fall. This will allow schools to have the families visit the classroom, learn about the health and safety protocols that will be in place, and tour the school. During this time schools may consider:

- Inviting small groups of students and families to attend at one time for an orientation of the classroom (open house).
- The needs of families who speak limited English. Some families may require assistance from an interpreter. Settlement Support Workers in Schools (SSWIS) may also be a support.
- Where possible, have the prekindergarten teacher join the kindergarten class for small periods of time to support student transition. (This might be considered for grade ones with kindergarten teachers as well).
- With staggered start being extended into the week of September 8, these staggered starts will be half days only and will begin September 2 and end September 9. Regular classes will begin September 10.
- Half-day programs will attend a half-day on September 10 and a half-day September 11.
- Tuesday/Thursday full-day programs will start on September 10.
- Monday/Wednesday full-day programs will start September 11.

Preparing for Kindergarten

Help your child to develop these skills, which will reduce the need for close contact with the teacher.

- Get dressed – zip up jacket, put on shoes, button clothes.
- Eat snacks and lunch – open containers, unscrew tops, unwrap straws.
- Put away their belongings after they're done.
- Use bathroom independently.
- Ask for help.
- Express needs and wants.
- Wait for their turn to share.



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CLASSROOM ENVIRONMENT

Prekindergarten and kindergarten programs look different than other classrooms in the school. These programs are unique in their pedagogical approach and address the specific needs of young children. As such, schools must consider the classroom and learning environment differently. Classroom considerations include:

- Ensuring healthy hygiene behaviours and practices are established through teaching protocols and procedures to students (handwashing, covering coughs and sneezes, avoiding touching the face).
- Supporting students with limiting physical contact (no hugs, handshakes, etc.) and instead encouraging “air high fives”, waves, winks, saying hello in sign language, giving the peace sign, etc. Remember that young children are by nature physical and social beings.
- Rather than free play and movement throughout the classroom, teachers will limit play by creating small, consistent groups with procedures for students to move from one area of the room to another. Handwashing should occur before entering each play area.
- Utilizing outdoor play spaces as much as possible.
- Utilizing materials that delineate individual spaces to sit. (i.e. hula hoops, tape on the floor, assigned chairs, etc.)
- Teachers will reduce the number of toys available and remove toys that are hard to sanitize or clean. This includes soft toys. Many materials and games can remain in use if children are instructed to wash their hands before and after use. Teachers will instruct children to avoid putting toys/materials in their mouths. Sand tables, water tables, and other sensory areas that are intended for multi-student use will not be used.
- Practicing physical distancing at snack and lunch times. Children are not allowed to participate in food preparation. Food from home must not be shared with other children.
- Creating bins/baggies of supplies for each student. Markers, scissors, crayons, playdough, etc. should all be individualized to one student and not shared between children.
- When possible, increase the distance between nap mats (in full-day prekindergarten programs). Nap mats should be wiped down after each use.
- Creating a cleaning schedule for the classroom to ensure that surfaces and toys are cleaned regularly.



LEARNING OPTIONS

Students best engage in their learning through connection with their teacher and with fellow students. However, in-person learning may not be the best option for every student in the fall. Students will have a choice between in-class learning or online learning.

As families choose between in-class and online learning, school staffing may be adapted and classroom assignments may change early in the school year. We appreciate the patience and understanding of families as we work through these issues.



IN-CLASS LEARNING

As the risk of transmission of COVID-19 is reduced by limiting exposure to others, student groups will be used where possible.

As much as possible, student groups will remain consistent in elementary schools to limit the number of student interactions during the school day. This will also assist public health officials in their efforts to trace contacts and contain an outbreak.

It is still recommended to maintain physical distancing within a group whenever possible to minimize the risk for disease transmission (i.e., spacing between desks).

Teachers will put routines and procedures in place to support student safety in their classroom.

STAYING CONNECTED WHEN STUDENTS ARE ILL

All teachers will implement an online platform such as Google Classroom or Seesaw to communicate with students/families to support in-class lessons when possible.

If a child needs to stay home due to illness or due to contact tracing, they will be able to access their classroom teacher's online platform and continue some of their learning at home with the support of the platform. Once they are well, they will return to in-person learning.

NOTE: Providing learning supports using an online platform is not the same as online teaching and learning. Google Classroom or Seesaw is not a replacement for in-class instruction.

COLLEGIATE BLOCK SCHEDULING

To support the health and safety of students and staff members, all collegiates will be adopting a block schedule for 2020-21.

A block schedule means students will be taking two classes per day while maintaining the option to achieve 10 credits per school year. Nutana, Royal West and City Park schools will continue to follow their unique block scheduling, which already supports physical distancing and student safety.

A block schedule supports the health and safety of students and staff members in several ways:

- Students and teachers will have fewer interactions and transitions.
- Extended interactions between multiple groups of students will be reduced.
- Start times, breaks, and dismissal can be staggered and coordinated.
- If it is necessary to return to online learning or move to a hybrid approach, students and teachers will be responsible for fewer courses at one time.

The school year will be divided into five learning terms or “quints.”

- A student will take two courses in each quint, one in the morning and one in the afternoon.
- Each period is 159 minutes long with a staggered 10-minute break.
- Each quint would last for approximately 37 days.

QUINT 1: Sept. 1 – Oct. 23

QUINT 2: Oct. 27 – Dec. 17

QUINT 3: Jan. 4 – March 2

QUINT 4: March 4 – April 30

QUINT 5: May 4 – June 23

The start of the school day and the lunch hour will be staggered. Specific start times will be determined by each collegiate. A student’s individual timetable will be updated and communicated prior to school start up.

During the year, there will be several early dismissal days for meetings. Those dates and schedules will be determined at a later date.



2020-21 SCHOOL CALENDAR

Secondary (9-12) Quint

August 2020						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	*24	25	26
27	28	29	30			

*Outcome recovery
Gr. 9 Orientation
Report Cards

Stat Holidays	Quint 1
No school for students or teachers	Quint 2
All SPS facilities closed	Quint 3
STA Convention	Quint 4
PD/Operations (K-12 No students)	Quint 5
PD/Operations (9-12 No students)	

184 days, Updated: August 10, 2020



Saskatoon Public Schools
Inspiring Learning

saskatoonpublicschools.ca

Online Learning Kindergarten—Grade 12



Saskatoon Public Schools is expanding its online learning programming to accommodate families who choose an online or at-home learning experience for their student.

For the 2020-21 school year, Saskatoon Public Schools **Online Learning Centre** (OLC) is offering K-12 curriculum online. We know that multiple transitions adversely affect student success so we highly recommend students register for the entire year. If this is not possible, we recommend returning to your neighbourhood school during a more natural point in the year, such as the end of a reporting period in elementary or the end of a quint (two-month block) in high school.

- Online programming is developed and delivered by Saskatoon Public Schools' teachers.
- Online programming is at no cost to families.
- Registered K-9 students will take all required **Saskatchewan Curriculum** areas of study: English language arts, mathematics, science, social science, health education, arts education, and physical education.
- Grades 10 to 12 students can choose from a selection of **over 40 courses** in order to achieve their high school diploma. Additional courses may be added depending on student registration and interest.
- Students who enroll full-time in the OLC may be eligible for support services, such as EAL or resource.
- French and Cree Immersion online programming may be available based on interest. Families wishing to enroll in immersion programming online should fill out a registration form. If students choose to return to in-class learning, they would be eligible to return to school-based language immersion programs.
- All other unique programs will not be offered online. Students from any one of our unique programs may register at their grade level for online programming.
- During the pandemic, wait lists will be paused for multi-year programs such as SAGE and Montessori. Families who choose online learning will not lose their spot in the program as this is a temporary vacancy. Wait lists will still be used if there are permanent vacancies, such as a student moving to a different school division or program.
- For single year or partial year unique programs, students who choose online learning will not be able to rejoin the unique program partway through the school year.
- Students who are currently enrolled in a school that has closed boundaries are eligible to return to those schools after online learning.



ELEMENTARY ONLINE LEARNING (K-8)

The elementary OLC offers K-8 full-time curriculum options in a fully online method.

- Students in K-8 will use Google Classroom as their learning management system and additional technology tools to facilitate learning.
- Online programming will be provided through both synchronous (the teacher online with the students at the same time) and asynchronous (students access course content on their own at any time with the support of a teacher when necessary) delivery models.
- Virtual OLC classrooms will be comparable in size and composition to other elementary classes in the division and may include students from a variety of schools. The exact composition of the virtual classrooms will be based on enrolment.
- Elementary school students can expect to connect with their teacher "live" for about 150 minutes a day, in a combination of large group, small group, and individual online sessions. Elementary teachers will be available for support during the rest of the school day.



COLLEGIATE ONLINE LEARNING (9-12)

The collegiate OLC offers Saskatchewan high school courses for Grade 9-12 to students in an online learning environment. Students in Grade 9-12 have an option to register part-time or full-time in the OLC. Full-time students will take up to two classes at a time over five sessions (two months each) for a total of 10 possible classes. Part-time students will take one class at a time and remain enrolled at their home collegiate for part-time in-person classes.

- Grade 9-12 programming is course based.
- Students in Grades 9-12 will use Blackboard as their learning management system.
- Collegiate students can expect regular online sessions with their teacher in a combination of large group, small group and individual online sessions.





STUDENTS REQUIRING RESOURCE OR EAL SUPPORT

Students who require resource or EAL support will receive it through the OLC.

SUPPORTING ONLINE LEARNING

OLC students will need to be prepared for virtual learning.

- Students will be expected to engage in daily online instruction.
- In order to support equitable access to online learning, Saskatoon Public Schools can make technology and connectivity available to families, depending on the need and availability of refurbished equipment.

REGISTRATION IN ONLINE LEARNING

Registration for the K-12 OLC is now open for the 2020-21 school year.

We ask families to make a fully informed decision to participate and commit to online learning prior to registration. Registration and enrolment are critical in order to allocate appropriate division staffing resources to the OLC to meet the needs of students.

- For **K-8 registration**, families are asked to complete the full-time registration form and let their local school principal know of their intent to register with the OLC virtual school.
- For **9-12 registration**, with the support of parents/guardians, students may register part-time (one class) or full-time (two classes). Please inform Student Services at your home collegiate of your intent to register with the OLC virtual school. Students may choose to make an appointment with their collegiate counsellor to discuss their **graduation plan** prior to registering. To make an appointment, contact your collegiate. Collegiate counsellors return to schools on August 19.

For more information regarding the Online Learning Centre, please visit its **website** or email **olc@spsd.sk.ca** with your questions.

Support Services For Students With Intensive Needs

SUPPORTS & SERVICES

The school division's planning is based on the Ministry of Education's **Primary and Secondary Educational Institution Guidelines: Students with Intensive Needs**.

- The school division will continue to offer a continuum of supports and services for students with intensive needs with considerations to the directions from the Chief Medical Health Officer.
- School teams will work with division staff to prioritize and coordinate student supports and services.
- Support for students with intensive needs will be based on students' individual plans.
 - o Services may include classroom supports, resource supports, professional assessment, speech-language services, individual student support and supervision, personal care support, consultative support, interagency collaboration, and access to special programs.
 - o Service delivery may vary based on in-person attendance or online learning.

INDIVIDUALIZED STUDENT SUPPORT

Students' individual plans will be updated in the fall to indicate roles and responsibilities of team members including caregivers and students, and additional considerations to ensure student and staff safety.

- School teams will be flexible and responsive as they assess student needs and implement supportive strategies.
- School teams will work with students and caregivers to revise individualized goals as required to ensure student health and safety across home, school, and community contexts.
- To determine a student's current level of performance, updated assessments may be required.
- Student safety and well-being goals may be revised to promote success.

Staff will implement safety protocols, which ensure the safety of staff and students.

School teams will continue to follow the established referral process for identifying students who require intensive supports.



STUDENT SERVICES

- For in-person interactions with students, staff will practice physical distancing, follow mask and hygiene protocols, and sanitize their workspace and materials before and after service.
- Student services and special education personnel (speech-language pathologists, psychologists, counsellors, occupational therapists, etc.) will arrange their schedules to ensure limited movement between schools in any given day or week to reduce contacts.
- Parents/guardians will be contacted by phone or online to discuss assessment results and students' individual plans. When an in-person meeting is deemed necessary, all attendees will practice physical distancing and wear masks.

RESOURCE SUPPORT

- School teams will prioritize and schedule resource support while adhering to SHA guidelines.
- Resource teachers will plan to communicate with parents/guardians regarding resource support.
- Embedded resource support may be provided in classrooms to limit student movement in the school and the number of people with whom students are in contact.

EDUCATIONAL ASSISTANTS SUPPORT

- School teams will strive to assign EAs to class cohorts/groups to minimize the number of student contacts.
- EAs will not enter private residences or provide personal transportation.

ADDITIONAL CONSIDERATIONS FOR STUDENTS WITH INTENSIVE MEDICAL, PERSONAL CARE, OR BEHAVIOURAL NEEDS

For students with additional risk factors due to medical or behavioural needs, school staff will collaborate with the student's primary caregiver(s) to create or review individual plans (medical, safety, behaviour) which may include:

- Seeking recommendations from healthcare professionals;
- Decreasing the amount of student movement throughout the school;
- Implementing increased sanitation protocols for the student's belongings/equipment; and,
- Transportation accommodations.

When supporting students with toileting, feeding, or dealing with bodily fluids, staff will follow SHA guidelines including handwashing and use of PPE including masks, face shields, and gloves. Staff will sanitize personal care spaces and equipment between student use.



EXTERNAL PROVIDERS

- Staff will continue to work in partnership with parents and guardians and interagency partners to support students' individualized learning plans.
- In-person external provider involvement in schools may be considered case by case and providers must adhere to SHA guidelines.
- Professionals providing school-based services are considered visitors and will follow pertinent protocols including wearing masks, ID tags, and completing a health questionnaire.

ONLINE LEARNING FOR INTENSIVE SUPPORT STUDENTS

For students with intensive needs, the implications and challenges of delivering an individualized program in an online format need to be carefully considered and discussed with the child's support team prior to enrollment.

Support for students with intensive needs will be based on students' individual plans which will be developed collaboratively with online learning staff, students, and families.

Supports and services such as speech language therapy, resource support, and consultations with student services and special education personnel will be provided to the best of our ability to students who access online learning. Case managers for students with intensive needs and/or Inclusion and Intervention Plans will be determined when online learning registration is finalized.

SPECIAL PROGRAM PLACEMENT AND REFERRAL

(BALANCE, Functional Academics, Functional Life Skills, Alternate Education Work Study, Autism Support Program)

- School teams will continue to follow the established referral process for special programs.
- If a student and family register for online learning, the student's placement in a special program will be held until October 23. At that time, families will be contacted regarding placement. If they choose to continue with online learning, the placement may be offered to another student. If the spot remains open, the student will be eligible to return to the same program.

Food And Nutrition Programs

FOOD BROUGHT FROM HOME

Students bringing their own food to school should use clean containers and bring their own utensils. Students should bring items for lunch that they can open unassisted to limit contact from others. Items such as reusable containers, juice box wrappers, and screw tops may cause problems for younger students.

Zero-waste lunch is preferred. Each student is encouraged to use reusable containers and utensils to limit garbage resulting from their lunch.

Food must not be shared with other students and should be stored with the student's belongings. Students must not share utensils, dishes, and water bottles or drink containers.

CLASSROOM MEALS AND SNACKS

Students are encouraged to go home for lunch when possible.

Students staying at school over the lunch break must eat in their classrooms at their desk or in a designated area. Schools with a cafeteria/lunchroom will determine how this space is best utilized. This may include:

- Alternate groupings to reduce the number of people dining together at one time.
- Remove/rearrange dining tables to maintain physical distancing.
- Stagger meal service times to reduce the number of people present at any one time.

There will be no microwaves available for student use. No common food items (e.g., salt and pepper shakers, ketchup) will be used.

In all schools, staff members will continue to be assigned to noon-hour supervision.

FOOD SERVICE PROGRAMS

(Breakfast Programs, Cafeteria, Hot Lunch and Nutrition Programs)

Food service establishments must follow the provincial [restaurant guidelines](#). Food preparation areas remain closed to non-designated students, staff, or visitors.

Self-serve buffets will be replaced by pre-packaged meals or meals served by staff.

School-supplied food will be delivered directly to the classroom.

Utensils should be used to serve food items. Reusable utensils must be cleaned and sanitized after each use. Dispense cutlery, napkins, and other items to students rather than allowing them to pick up their own items.

Students are not allowed to participate in food preparation for any nutrition program except collegiate students participating in Commercial Cooking and/or Food Studies.

Practical and Applied Arts, Commercial Cooking, and Food Studies programs will continue to be offered. Within the context of Commercial Cooking and Food Studies, students learn about safety and sanitation in the preparation and storage of food, and Commercial Cooking may involve students participating in the preparation and service of the school cafeteria. The precautions taken must follow the direction of the Chief Medical Health Officer and Re-Open Saskatchewan, including the Restaurant and Licensed Establishments Guidelines as applicable for their facility.

Any food contact surfaces, including water fountains/dispensing equipment, must be disinfected with a product safe for food surfaces or immediately rinsed following disinfection. Garbage bins should be emptied frequently.

Facilities

In common areas such as the library or cafeteria, room configurations will be modified to support physical distancing.

Doorstops will be used to hold open doors for fewer touch points. Stops will be removed at the end of each day.

Plexiglass moisture shields have been installed at the front counters of school offices and libraries.

Directional arrows to indicate flow of foot traffic and physical distancing floor decals will be installed where necessary.

VENTILATION

The school division has standards for our heating, cooling, and ventilation systems in schools. Maintenance staff will ensure the proper fit of filters, conduct regularly scheduled maintenance, and complete periodic visual inspections to ensure cleanliness and optimal operating efficiency.

DISINFECTION PROTOCOL

To support a safe environment for students, staff, and families, regular disinfection of surfaces that individuals regularly touch will be of high importance. The disinfection of a surface is the process of applying a mixture of water and disinfectant (as per manufacturer's recommendation) to surfaces to kill any virus that may be present.



SANITIZATION PROCESS

A mixture of water and disinfectant per manufacturers recommendation is required. The mixture is placed in a pail or spray bottle depending on the method being used.

Disinfection is not the action of cleaning a surface, it is the action of coating a surface with a light film of the disinfecting mixture and allowing it to air dry. The dry time allows for the disinfectant to work.

A spray bottle and rag or roll of paper towel must be available in every room of the facility. Disinfecting methods are as follows:

STAFF RESPONSIBILITIES

ALL STAFF:

- Expected to keep workspaces clean and free from clutter.
- Disinfect any division technology assigned to the staff member.
- Disinfect any technology after use that others may come in contact with:
 - o Photocopier
 - o Staff room appliances
 - o Telephones
- Assisting and supervising any disinfection performed by students within a classroom:
 - o Computer keyboards
 - o iPad/laptops
 - o Student workstations
 - o Student desks after snacks or lunches
- Inform caretakers when low on disinfectant in the classrooms

CARETAKING STAFF:

Sanitization of touchpoints in schools will take place four times daily:

- Immediately after school begins
- Immediately after recess begins
- Immediately after lunch
- End of day when everyone has left

Disinfection of main push/pull points in hallways and entrances includes:

- Doorknobs
- Crash bars
- Light switches
- Hand sanitizer stations
- Push plates
- Handrails

Washrooms

- Counter/vanity tops
- Taps
- Flush valves
- Paper towel dispensers
- Soap dispensers
- Cubicle locking mechanisms

Classrooms

- Light switches
- Interior doorknobs
- Pencil sharpeners
- Taps, sinks, countertops

Caretaking staff are to ensure that all paper products, soap, and hand sanitizer dispensers are always filled by checking them regularly. Spray bottles must be filled when needed. The building operator must be sure that the school is well stocked with soap, disinfectant, paper towel, and disposable gloves. Regular inventory must be taken, and supplies ordered in a timely fashion.

Supporting Students: Suggestions For Parents & Caregivers



Although 2020 has been an unusual year due to the COVID-19 school closures, school opening will still have many of the common emotions associated with the first days of school. Even though the new school year will be different than we are accustomed to, many of the fundamental needs of children and youth remain the same. These brief points are offered as considerations to support parents and caregivers.

KEY PRINCIPLES

Healthy adults make for healthy children and youth.

- Remember, in order to be there for your family, you must first be there for yourself.
- Pause, reflect, and recharge. Think about meaningful ways to practice self-care and compassion throughout the year.
- Consider that taking good care of yourself will help you to model and instill calm.
- Maintain strong connections with your family members and friends. It is always important to have fun and share joy.

KEY CONSIDERATIONS

- Nothing replaces relationships for ensuring trust and open communication. Consider regularly checking in with your kids. They may present one way now, but circumstances can change—ongoing communication is essential.
- Even though you may be open to communication, some children and youth who need support may not reach out. Take the lead on reaching out.
- Consider incorporating experiences into your time together that promote connection and healthy communication. Time spent together will support well-being and create space for meaningful connection. Try something fun like going for a walk together, playing a board game, or sharing stories.
- Remember to communicate that ‘no one has all the answers’ to the impact of the pandemic, but we can successfully navigate and problem-solve together.
- Consider limiting your social media intake as a way to support well-being, and if you’re looking for news and updates, ensure it comes from reliable information sources only.



SUPPORT STRUCTURES

Remember to maintain strong lines of communication with school staff in order to support the academic and social growth of your child. You are not alone.

- Parents and caregivers are the most significant source of support, but all adults need to work together to support students.
- Your school team members are here to help. If extra support for well-being is needed, your administrators and school counsellors can help you access supports within the school and/or within the community.
- Remember that when students 'see' and 'hear' that the adults have come together on their behalf, this communicates hope.

PROMOTING WELL-BEING AND LEARNING

It is important to know that school is a familiar experience and for many students returning to school will provide a sense of comfort. Students will still have many of the common emotions such as excitement and anxiousness associated with the first days of school. They will learn best when we take steps to make them as comfortable as possible, promoting a sense of belonging and strong relationships with adults.

We know that well-being and learning are related. Consider the suggestions below to encourage feelings of safety and security in your family as school resumes.

- Speak in ways which acknowledge that even though no one has all the answers about the pandemic, we will work together as a team to successfully figure things out together.
- Establish a focus on well-being and belonging. Don't lose sight of the fact that nothing replaces genuine relationships and connection.
- Re-create predictable and consistent routines. Routines don't have to be the same as before the pandemic; they can be developed or re-imagined to reflect changing contexts.
- Remember to incorporate experiences into your time together that promote connection and fun. Like in other years, time together having fun will always have great benefits for well-being.

Saskatoon Public Schools

STRATEGIC PLAN

2019-2024

OUR VISION

Every Student is
Known • Valued • Believed In



ACADEMIC EXCELLENCE

Students will
achieve success in
their learning goals



CHARACTER

Students will
demonstrate respect,
responsibility, and
perseverance



ENGAGEMENT

Students will actively
participate in relevant
and meaningful
learning



WELL-BEING

Students will develop
the skills to make
healthy choices

OUR COMMITMENT

We will create learning experiences that inspire
all students to reach their potential.



Saskatoon Public Schools
Inspiring Learning