

## SCS Stage Three Plan Learning/Health/Safety Secondary Campus

Dear Students and Parents/Guardians,

We hope that this document will provide clarity around guidelines that will ensure the health and safety of our students and staff. While we are excited to have students return to the secondary campus, we want to acknowledge that we are living into another new normal. Remote learning will continue Monday to Friday. Weekly plans will be sent every Monday morning. We strongly encourage every student and parent/guardian to carefully read through this whole document before coming to school.

**Please note that ALL students will now be working with the new STAGE 3 schedule for learning.** This means that students who are learning remotely will have classes at the same time as the students that are experiencing in-class instruction. All class periods will be based on a Monday, Day 1 schedule.

The new schedule for ALL students will be as follows:

### Stage 3 Schedule

<i>Remote learning is taking place Monday thru Friday</i>					
<i>Day</i>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<i>Grade</i>	Grade 8	Grade 9/10	ALL GRADES	Grade 11/12	ALL GRADES
8:45-9:00am	<i>Drop-off</i>		Remote Learning for all students	<i>Drop-off</i>	
9:00 – 10:00	Period 1			Period 1	
10:10 – 11:10	Period 2			Period 2	
11:20 – 12:20	Period 3			Period 3	
12:20 – 12:55	Lunch			Lunch	
1:00 – 2:00	Period 4			Period 4	
2:00	<i>Pick-up</i>			<i>Pick-up</i>	
					Remote Learning for all students

### Drop off and Pick Up:

#### Drop off:

- Students will need to enter the school through one of the 3 designated entrances. Please enter the school alphabetically as listed below.
  - a. Entrance by Gym – A to G – line-up 6ft/2m apart as marked
  - b. Front Entrance by 92<sup>nd</sup> Ave – H to N - line-up 6ft/2m apart as marked
  - c. Back Entrance by shop – O to Z - line-up 6ft/2m apart as marked
- **Drop-off time:** As the school day begins at 9:00, please do not arrive at school before 8:45. If you do arrive at school before then, please have your student wait in your car with you.
- **Sign off:** Parents/Guardians will sign **COVID-19 Return to School Parent Commitment Letter** (see other attachment and submit to [info@surreychristian.com](mailto:info@surreychristian.com) or bring the letter to school on the first day of in class instruction. Please review the document with your child.
- **Late arrivals:** Students that are late will need to sign-in at the office. Please enter though the front entrance by 92<sup>nd</sup> Ave as all other doors will be locked after 9:10am.
- Upon entry into school, please proceed to your 1<sup>st</sup> period class, follow direction arrows and abide by the **6 feet/2 meters physical distancing protocols.**

- Please use the hand-sanitizing stations that are located near each entry/exit.
- Although we will have hand sanitizer available at the school, we encourage all students to also bring their own hand sanitizer.
- *Only students* and educational employees are allowed entry to the building (parents/visitors prohibited)

#### **Pick-up:**

At the end of the school day, 2:00pm, students will be asked to wait for their ride outside of the school (**physical distancing**). Caregivers, please wait in your car until students are in that area.

#### **Educational Spaces and Safety:**

- **Ongoing checks:** Staff will conduct verbal and visual checks for student health upon entry.
- **Regular hand washing/sanitizing:** ongoing hand-washing and hand-sanitizing will be required for all students throughout the day (upon entering and exit the classroom, before eating, after using the toilet, after coughing or sneezing, when moving between different learning environments).
- **Hand sanitizer stations:** hand sanitizing will be available at each entrance and each classroom.
- **Classroom space: Restructuring of classrooms** to allow for maximum space for student movement and spacing according to social distancing protocols (extra furniture removed if necessary).
- **Classroom flow and hallway space:** as much as possible, signs, tape and arrows and other means will direct flow of traffic to ensure social distancing.
- **Hand washing instructions:** will be posted in all bathrooms.
- **Class size and implications:** Maximum student capacity in all 8-12 classrooms is **15**. Depending on how many students return in your child's class, this does mean your child could potentially spend a portion of their day in a different classroom.
  - As much as possible, we will leave classroom doors and windows open.
- **Office area:** Ms. Bandringa and Ms. Jones will be in the office. Please observe physical distancing protocols.
- **Masks:** Masks are not required for students but will be available upon request.
- **Unwell students/staff:** Students and staff who are unwell, or have travelled outside Canada in the last 14 days or were identified as a close contact of a person with a confirmed case of COVID 19 must stay home and self-isolate in accordance with guidance from the BC Centre for Disease Control.
- **If a student develops symptoms while at school:**
  - Immediately separate the student in a supervised area
  - Contact the student's parent/guardian for pick up ASAP
  - Contact 811 to notify them of a potential case and seek guidance
  - Maintain a distance of 6ft/2m from the student. If this is not possible, wear a mask
  - Provide student with tissue and dispose of used tissues immediately and perform hand hygiene
  - Extensively clean the facility spaces where the student was located (classroom, bathroom, etc.)
- **School supplies:** Each student will have their own school supplies and no sharing of supplies will take place K-12. While the school will do their best to provide needed school supplies, your child may be asked to bring specific items (if possible).
- **Lunch:** Students will be asked to eat their lunch in their 3<sup>rd</sup> Period classroom, PAC, Gym, or outside. Students may not eat their lunch in the hallways. Physical distancing protocols must always be observed. Please wash hands/sanitize before and after eating and upon re-entering the building.
  - Monday** – Grade 8 – Lunch – Classroom, **Gym**, Outside
  - Tuesday** – Grade 9 – Classroom, **PAC**, Outside; Grade 10 – Classroom, **Gym**, Outside
  - Thursday** – Grade 11 - Classroom, **PAC**, Outside; Grade 12 – Classroom, **Gym**, Outside
- **Food:** Students will bring their own snacks, lunch, and water bottle. Food may not be shared by students. Please bring a full water bottle. Water fountains and microwaves will not be accessible.
- **Common spaces (gymnasium, library learning commons, etc.):** Please practice social distancing within these spaces.

- **Lockers:** Please empty your locker and remove your lock. Be mindful of physical distancing while using lockers and be sure to only touch your own locker.
- **Hallways and Stairways:** Whichever direction you are walking, please keep to the right side of the hallways and staircases
- **Flex Blocks: Students with flex blocks during periods 1 or 4 are asked to spend their Flex block at their home,** arriving later or leaving earlier. Please check-in or check-out at the office. Flex blocks during periods 2 and 3 will be spent in the Library Learning Commons. Maximum capacity is **15 students**. If more space is required, you may work at an outdoor table or work in an empty classroom.

#### **Outdoor spaces**

- Physical distancing is expected in outdoor spaces.

#### **Cleaning**

- **Personnel:** There will be a return to full time janitorial work PLUS an additional 4 hours provided by additional personal per campus of daytime cleaning.
- **While students are in building:** On Monday, Tuesday and Thursday, personnel will be on site while students are in school, with a focus on cleaning frequently used/touches surfaces (door handles, stair railings, shared spaces, copiers, light switches, bathrooms, etc.)
- **While students are not in building:** The school will receive a deep cleaning on Wednesday, and Friday.
- **Supplies:** Custodial staff will ensure all cleaning supplies are adequately stocked for June.
- **Protocols:** Janitors will receive instruction on high priority cleaning protocols.

I am grateful for your continued partnership during these rapidly changing times. I have appreciated your patience, your willingness to engage dialogue, and your support over these last two months. Thank you for your continued prayer for our school community.

Peace be with you,

Mark Nill

Principal