



NDA Re-Entry Plan



What You Need to Know!

Welcome Back! We Thank You for choosing to be part of our NDA Family! The information below is designed to give you a quick snapshot of some of the key elements that have been put together in order for all students, staff and parents to be able to work, learn, be safe and enjoy our time at NDA together. We will be going through this with all students in a more detailed fashion on the first day. We are hoping this will all be temporary. Please understand that your child's physical, emotional, social and spiritual well-being is our top priority. With that, please be patient with us as things are changing daily. We are all in this together. For a more detailed re-entry plan, please check out our plan on our website: www.notredameacademy.ca

Information For Students:

A. STAGGERED START TO THE SCHOOL YEAR

- Monday, Aug 31, 2020 - Grade 6 and 7 Students Only will attend – full day.
- Tuesday, Sept 1, 2020 – Grade 8 and 9 Students Only will attend – full day.
- We are doing this to reduce the anxieties students are experiencing around this whole Covid experience. We will be introducing new safety protocols which will take time and will be more manageable with a smaller student population present.
- Wednesday, Sept 2, 2020 - this will be the first day for all students.

B. Arriving at School on the First Day and Afterward

- Prior to leaving your home in the morning parents must self-assess their children for symptoms of Covid. (please use screening tool labeled Screening Questionnaire at the end of this document.)
- Students will arrive at school via bus (must wear masks on the bus), walking, or parent provided transportation and enter the school through their designated door (listed below) wearing a mask.
- Students must be wearing a mask when entering the school and while in the hallways.
- Students will then go directly to their homeroom classroom. Supervision will be provided in each area of the school prior to the start of the school day. Staff will help students find their homerooms on the first day.
- All outside doors will be locked when the first bell rings.
- Students arriving late for school will be asked to enter through the front doors of the school. Due to the front doors being locked, parents will be asked to call the front office (403) 527-5118 to inform the office staff that their child will be entering the school and to inform the reason for the late arrival. Late students will check in at the office and proceed to their designated classroom.
- Designate Entrance and Exit Doors
 - Mornings:
 - grade 6/7 front door
 - grade 8/9 portable side door
 - grade 9's will enter and exit through the new washroom area once our expansion is done
 - Lunch:
 - grade 6/7 enter and exit through the gym and foods lab door (these will be relayed to the students on the first day of school)
 - grade 8/9 portable side door

- grade 9's will enter and exit through the new washroom area once our expansion is done
- End of the Day:
 - grade 6/7 front door
 - grade 8/9 portable side door
 - grade 9's will enter and exit through the new washroom area once our expansion is done

C. Classroom Expectations including Masking Protocol

- Students will stay in their homerooms for all classes. Teachers will come to the room. Teachers move from class to class not the students.
- Homerooms will be considered a cohort so with that once students are in their homerooms they can remove their masks.
- Anytime a class or student leaves their homeroom they must put their masks on.
- Students will be arranged in rows in classrooms.
- Students will have all materials in the classroom throughout the day. Students will not be using lockers except those students in our academy program (store academy equipment only).
- Students are encouraged to keep all materials (books, lunches, etc.) in a back pack.
- Bathroom breaks will be accommodated within the class time. Students are expected to remain in the classroom unless given permission and/or escorted by an adult.
- In the instances where a class is accessing a different room (library, food lab, gymnasium, robotics center, fitness room) the teacher will come to the classroom, retrieve, and lead the students to the new room. While the class is out of the room, there will be an opportunity for custodial staff to do a cleaning of the high touch surfaces in the classroom.
- Students will not be picking options. Students will rotate through all options offered in their grade level.
- Hand sanitizer will be placed at the entrance of each classroom for students to use. Students are to use be using hand sanitizer whenever they leave or re-enter their classroom.
- During attendance at the start of each class students will be asked to sanitize their hands using their own hand sanitizer which has been added as a school supply.
- At the end of class if the students are moving to another room, the teachers will spray each desk with a cleaning agent and students will use a paper towel to wipe the desks down.

D. Lunch Time

- Staggered Lunches
- Grades 8/9 eat first and the Grades 6/7 go outside to play then switch.
- Students will eat in their homerooms.
- There will be no microwaves, concession or vending machines available at this time.
- Students must wear masks while moving through the halls to exit the building during lunch time. Once outside, they can remove their masks. When the lunch recess is over, they must put their masks on, come back into the school and use hand sanitizer.

E. Academy Programming and Physical Education Classes

- All academy programming and PE classes are running
- classes will take turns with changing in change rooms
- younger grades first
- changing for PE will be optional for now
- some academies may choose change at the school or at a designated facility room based on Covid regulations.
- all equipment will be cleaned after usage.

F. Paper Handling

- Teachers will handle all paper in the rooms. Students will not be asked to distribute or collect paper within the classroom.
- We will encourage teachers to utilize digital assessments that are paperless in nature.

G. Water Fountains

- All water fountains will stay open and accessible for students.
- Students will be encouraged to bring their own water bottle from home filled to use for the day or fill it using our water bottle filler.

Information for Parents and Visitors:

- A. Front doors will be locked at all times. If a visitor needs to have access to the school, they will have to call the office (403) 527-5118 and one of the office team will attend to their need at the front door. If the visitor needs to physically come into the building, they must self-assess, use hand sanitizer and put a mask on. There will be no loitering of visitors or parents allowed.
- B. Parents wishing to meet with a teacher or school administrator will need to arrange a time and space in a room adequate for proper social distancing. Mask will be provided if needed.
- C. Parents will be asked to call the front office (403) 527-5118 if they are picking up their student for a medical or other appointment. When the call has been received the student will be escorted/observed to the front door to ensure they have been received by their parents.
- D. STAY HOME IF SICK
- If students or staff are ill with any common cold, influenza or COVID-19 like symptoms they must stay home.
 - Students must stay home until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases AND their symptoms have resolved.
 - If a student symptoms develops in or outside of the school that could be caused by COVID-19 or by a known preexisting condition (i.e. allergies), the individual is recommended be tested for COVID-19 at least once to confirm that it is not the source of their symptoms before entering or returning to the school.
 - Students exhibiting signs of illness must be moved to a breakout room in the office.

- Parents/caregivers must be notified and advised to pick-up their child immediately.

E. Lunch Time Reminder

- There will be NO MICROWAVES.
- Students are not allowed to share food.
- There will be no concessions, breakfast programs or vending machines.

F. Online Learning Opportunity: can my child continue online learning from home?

- Parents who are considering online learning need to contact the school administration to discuss this opportunity.
- What does online learning look like?
 - Teachers will update weekly activities and assignments within Google Classrooms
 - A division online teacher will be available to view Google Classroom activities and connect with online students and parents for support and/or instruction.

Feel free to contact us with any questions you may have:

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