



# Chinook High School

## A Return to School: Guidelines and Protocols at Chinook High School

### What School Will Look Like

We look forward to welcoming students and staff back into our classrooms at Chinook!

As can be expected, a return to school at Chinook High School this September will look different than in years past as we focus on returning to in-person learning while maintaining a focus on *safety, wellness, learning, and achievement*.

It will be different in many ways as our whole system works together to support the safety and well-being of our students and staff during the COVID-19 pandemic. We want to help students, families and staff better understand what teaching and learning will look like in 2020–2021.

*In this document you will find information on the following topics:*

- **In-Person & At-Home Learning, Reporting Attendance**
- **Arriving and Departing from Chinook High School**
- **Assigned Entry and Exit Doorways**
- **Traffic Flow within the school**
- **Class Schedule**
- **Bell Times & Lunch Breaks**
- **Student Timetable Availability**
- **Signage**
- **Mask Use**
- **Hand Hygiene**
- **Washrooms**
- **Classroom Seating**
- **Lockers**
- **Fountains and Hydration**
- **Common Areas**
- **Textbooks**

## **In-Person & At-Home Learning**

In-person learning refers to students who have chosen to attend on-site classes at Chinook High School. This is a return to almost normal schooling operations, with changes to protocols and guidelines based on Lethbridge School Division's Re-Entry Plan.

At-home learning refers to students who have opted-out of in-person learning and have chosen to learn from home.

**BOTH SCENARIOS INCLUDE A FULL SCHEDULE, WITH CLASSES EVERYDAY OF THE WEEK.**

## **Reporting Attendance**

Attendance is expected in all classes. All excused absences in both in-person learning and at-home learning must be reported to the main office.

## **Arriving & Departing Chinook High School**

As students arrive for school in the morning, it is important to adhere to the following guidelines as set out by AHS and Lethbridge School Division:

- Follow physical distancing guidelines to stay at least 2 metres apart
- Follow physical distancing guidelines when entering the school
- Sanitize hands upon entering the school
- Wearing a mask is mandatory to enter the school
- Once arriving at the school, students will proceed directly to their classes

### **School doors will be opened at 7:45 a.m.**

Upon entering the school, students will proceed directly to their assigned classroom. To ensure adequate physical distancing, students will not be able to gather in the hallways. Staff will be visible to assist students in finding their assigned classroom.

### **Classes will begin at 8:00 a.m.**

### **Doors will be locked at 8:10 a.m.**

Any students requiring access will need to use the doors near the front office and will need to call into the office to request access.

Adults bringing students to school will be asked to stay in their vehicle or outside of the school, and to maintain a safe physical distance between themselves and others. Those who need to enter the school will need to book an appointment with the school office. Individuals without an appointment will not be able to enter the school.

Following morning classes, students will transition through the hallways to their afternoon class.

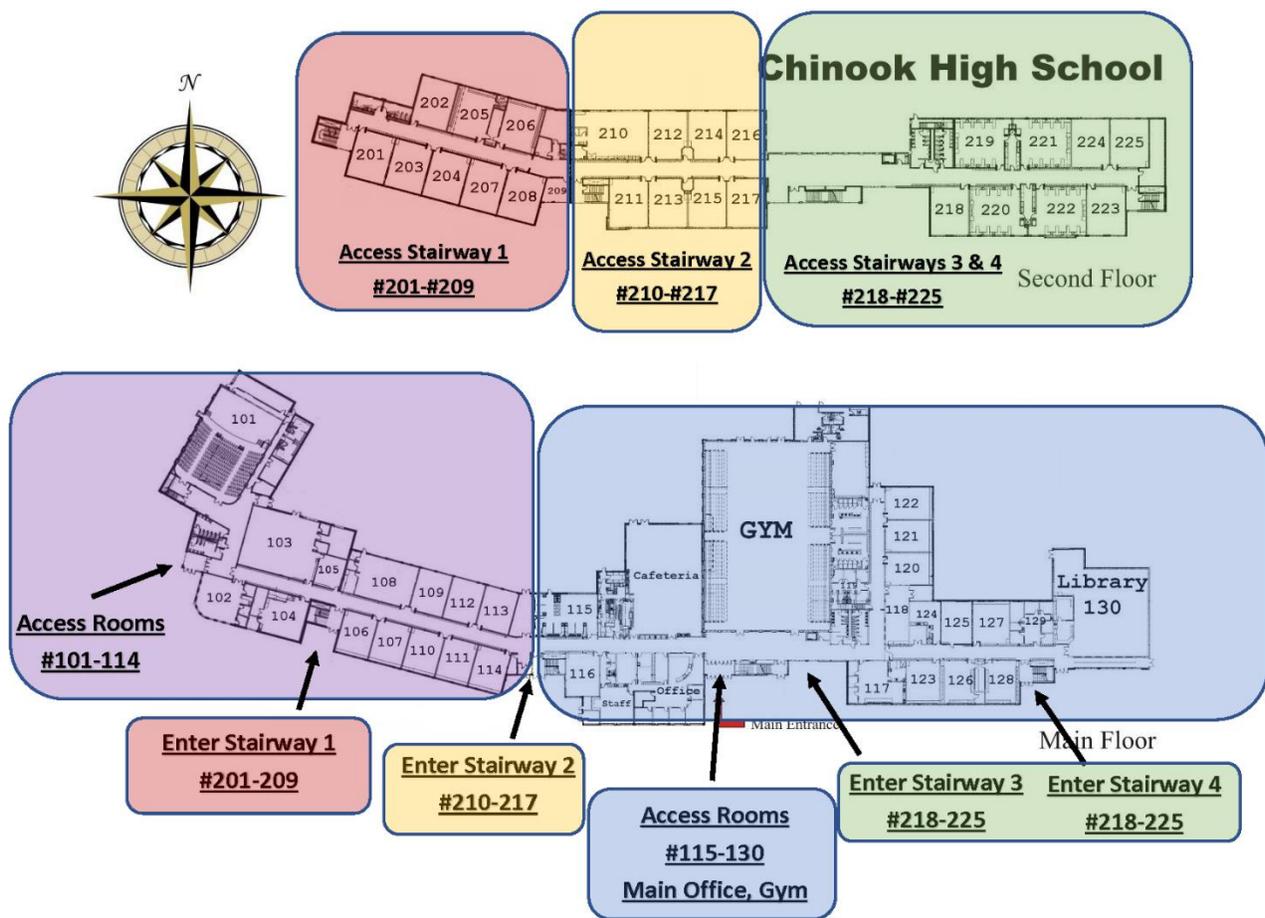
## Assigned Entry and Exit Doorways

Students arriving at Chinook for their scheduled classes will need to use the closest entrance to their designated classroom.

This can be determined using the classroom room number found on the student's individual timetable. Use the map below to see which door is closest to the designated classroom. Students will need to use the closest door to enter and exit the school.

**\*\*Find Your Assigned Door on the Map Below\*\***

## Entry and Exit Map & Guidelines



### Where to Enter Chinook High School: According to Classroom Number

**Classrooms #101-116:** Enter through West Doors (near parking lot & Media Centre) doors

**Classrooms #115-130, Main Office, Gym:** Enter through Main Entrance

**Classrooms #201-209:** Enter through Stairway 1

**Classrooms #210-217:** Enter through Stairway 2

**Classrooms #218-225:** Enter through Stairways 3 & 4

**DOORS OPEN AT 7:45 AM, DOORS LOCK AT 8:05 AM**

## **Traffic Flow within the School**

Chinook students will notice a variety of visual cues, including signs and arrows, to help students maintain physical distancing within the school.

Students need to walk on the right side of the hallways and stairs as they move through the school.

Efforts to manage traffic flow include the use of visual cues, staggered breaks, and identifying specific school entry points based on the location of the student's assigned classroom.

## **Class Schedule**

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>Block AM</b> <b>8am-11:09 am</b> Includes scheduled breaks per grade level	<b>Class A</b> (MOD 10)	<b>Class C</b> (MOD 20)	<b>Class A</b> (MOD 10)	<b>Class C</b> (MOD 20)	<b>See below</b>
<b>Block PM</b> <b>11:11am- 2:50pm</b> Includes scheduled lunch and breaks per grade level	<b>Class B</b> (MOD 30)	<b>Class D</b> (MOD 40)	<b>Class B</b> (MOD 30)	<b>Class D</b> (MOD 40)	

### **Fridays**

Starting with an at-home flex September 4th, Fridays will rotate between students learning at school and at home (at home flex). Teachers will be at school all Fridays. Scheduled at home flex-Friday will provide time and opportunity in the following areas:

1. Students can access individual teacher support through appointment on Microsoft teams or phone.
2. Advisor will occur through Microsoft teams providing an advisor connection.
3. Home Fridays will provide 2 less days a month for potential exposure to illness
4. Families will have an extra day to monitor health and make testing appointments
5. On a bi-weekly basis the school staff will be able to plan for and address any new concerns that arise with health, routines, learning processes and procedures.

## Bell Times & Lunch Breaks

### **Bell Times**

There will only be 3 Bells during the day:

**7:55 a.m.** – Beginning of Morning Classes

**11:09 a.m.** – End of Morning Classes, Signals Direction Transition to Afternoon Class

**2:50 p.m.** – End of School Day

### **Lunch Breaks**

Lunch break is assigned within the afternoon class period. Students will transition directly to their afternoon classes at 11:09 a.m., and once the afternoon class block begins, staggered lunch breaks will begin.

<b>Monday to Thursday</b>				
<b>Time</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>
<b>8:00 – 11:09</b>	<b>MOD 1</b>  Breaks: Scheduled Staggered Breaks Based on Grade level	<b>MOD 2</b>  Breaks: Scheduled Staggered Breaks Based on Grade level	<b>MOD 1</b>  Breaks: Scheduled Staggered Breaks Based on Grade level	<b>MOD 2</b>  Breaks: Scheduled Staggered Breaks Based on Grade level
<b>11:11 – 2:50</b>	<b>MOD 3</b>  Lunch Break: 11:11 – 11:40 – Grade 9 11:40 – 12:10 – Grade 10 12:10 – 12:40 – Grade 11 12:40 – 1:10 – Grade 12  Breaks: Scheduled Staggered Breaks Based on Grade level	<b>MOD 4</b>  Lunch Break: 11:11 – 11:40 – Grade 9 11:40 – 12:10 – Grade 10 12:10 – 12:40 – Grade 11 12:40 – 1:10 – Grade 12  Breaks: Scheduled Staggered Breaks Based on Grade level	<b>MOD 3</b>  Lunch Break: 11:11 – 11:40 – Grade 9 11:40 – 12:10 – Grade 10 12:10 – 12:40 – Grade 11 12:40 – 1:10 – Grade 12  Breaks: Scheduled Staggered Breaks Based on Grade level	<b>MOD 4</b>  Lunch Break: 11:11 – 11:40 – Grade 9 11:40 – 12:10 – Grade 10 12:10 – 12:40 – Grade 11 12:40 – 1:10 – Grade 12  Breaks: Scheduled Staggered Breaks Based on Grade level

## Student Timetable Availability

Student timetables will be available on Friday, August 28<sup>th</sup>.

Most students in grades 10-12 have a completely new timetable from the one distributed in June to accommodate the requirements placed on the school to meet AHS and government standards.

We have worked to ensure students have been enrolled in classes they requested, but we are limited to accommodate requests for specific teachers, classmates, schedules and so on.

Moving ahead, any changes will be very difficult.

## **Signage**

All school doors will have signs posted with information pertaining to COVID-19 self-screening, school access, and contact information for the main office.

## **Mask Use**

All staff and students are required to wear face masks in all areas, including hallways, buses, classrooms and in all settings where social distancing cannot be maintained.

## **Hand Hygiene**

To assist with prevention, the school will be enforcing strict hand hygiene and respiratory etiquette. Students are encouraged to use plain soap and warm water as the preferred method of hand hygiene. Hand sanitizer pumps will also be available at every entrance, classroom, and throughout the school.

## **Washrooms**

Washrooms will be cleaned and disinfected throughout the day. There will be a maximum number of students permitted in the washroom at one time.

## **Classroom Seating**

Students will have assigned seating plans in their classes. This will include periods in which students are on break or having lunch. Assigned seating is a strategy to mitigate the potential spread of COVID-19 throughout a cohort of students. It will also assist in health contact tracing should it be required.

## **Lockers**

At this time, students will not use lockers. Students will keep their personal belongings with them.

## **Fountains / Hydration**

Under provincial guidelines, water fountains can continue operating.

Students are encouraged to fill their water bottles using the water-bottle refilling stations instead of drinking from fountains directly.

Fountains will be cleaned and disinfected several times throughout the day.

## **Common Areas (Cafeteria, Upstairs Foyer, Downstairs Foyer, Learning Commons, Wellness and Hallways)**

Co-horting and physical distancing are integral to mitigating risk; subsequently, students will remain within their assigned classes during the time they are at the school.

Breaks will be provided, with time outdoors being encouraged.

Occupancy limits will be established and posted for all shared spaces such as meeting rooms, washrooms, the Learning Commons, the Wellness Centre, and the General Office.

Ensuring physical distancing in spaces is a priority and limiting the number of students allowed in certain areas (occupancy limits will be posted) is necessary.

The Cafeteria will not be available for open seating.

## **Textbooks**

Textbooks will be assigned, as needed, to classes/students.

Although textbooks will be sanitized before they are checked out to students, students will also be required to sanitize the textbook upon receipt of the book. Textbook will not be shared between students.

If a specific course requires specialized materials or shared equipment, teachers will establish and communicate routines or protocols around the use of materials, equipment and textbooks.

Students completing courses through at-home learning will have to make an appointment with the school to pick up any required textbooks or resources.