



## **Thelma Chalifoux School - Information for 2021-2022 Organizing for Instruction and COVID-19 Safety Strategies**

### **Class Organization**

- Every student will be assigned to a homeroom.
  - We will have 6, grade 7 classes/homerooms.
  - We will have 5 grade 8 classes/homerooms.
  - We will have 3, grade 9 classes/homerooms.
  - We also have one homeroom for the Interactions Program
- Every day after lunch students will spend 30 minutes in Academic Support time. During this period, students will be engaged in targeted instruction in literacy and numeracy competencies. Students will be grouped within grade level cohorts for at least the first half of the school year. We will re-evaluate this for the second half of the school year.

### **Organizing for Instruction**

- **Instructional Subjects and Periods**
  - Students will have five periods a day, each 57 minutes long
  - Subject periods breakdown includes:
    - Language Arts and Math occur daily
    - Science and Social Studies will occur three times every 4 days
    - French, Spanish or Educational Foundations will occur twice every 4 days
    - Physical Education will occur three times every 4 days
    - Options will be offered in 2 different ways for the 2021-22 school year
      - CTF Option classes will occur once / week for a double period on a rotational basis over a 4 day schedule. CTF options will be offered for 5 different rounds over the course of the year. Students will be grouped in grade level cohorts for their CTF option classes
      - Fine and Performing Arts options will be offered once every 4 days
- **Classrooms**
  - Students will move classrooms throughout the day. Students will be required to sanitize their hands while entering and exiting classrooms and clean their desks when leaving the room. As such, students will be provided with their own microfiber cleaning cloth
- **Physical Education**
  - Physical Education classes have been structured so that students will remain with their grade level cohorts. As weather permits, we will aim to have physical education instruction outside. Students should be prepared for gym class outside and should wear clothes (including layers) and shoes that are suitable for outdoor physical activity.
  - Students will not be permitted to change for Physical Education classes for the first few months. The change rooms will be closed at this time. We will re-evaluate this as the year progresses.

- **Options/Complementary Courses**

- In the spring of 2021, we gathered students' input on their complementary course program preferences. However, due to grade level cohorting for the first half of the year, students will remain within their grade level groups, which may limit some option availability. We will re-evaluate later in the year, and if Covid-19 cases are low and there is a low health risk we will potentially realign option choices in cross grade level cohorts (i.e. students may be grouped in grade 7-9 option classes based on interest).

- **Online Programming & Family Choice for January 31 to June 28, 2022**

- Families had until August 19 at 4 p.m. to decide whether their child would attend school in person or online for the first half of the school year. It was important that families chose a learning style (in person or online) they were comfortable with should safety restrictions loosen up or get lifted prior to the end of the first semester. **Families are not able to switch their choice after the August 19th deadline.**
- Edmonton Public Schools hopes all students can return to in-person learning for the second half of the 2021-2022 school year. If that's not possible due to the pandemic, families will have another opportunity to choose online or in-person learning for the remainder of the year. More information will be shared with families in December.
- If your child chose to learn online they will still be taught by the staff at Thelma Chalifoux School as we will be running one class at each grade level of concurrent synchronous teaching and learning for semester one. This school based decision will allow students to remain in the same class when they return to in person learning. As a school, we feel this will provide the least amount of interruption to student learning and provide greater continuity of instruction.

### **Daily Bell Schedule and entrances for grades 7,8 and 9 - 8:37a.m. - 3:11p.m.**

- Doors will open by 8:15 each morning. We ask that students try to not arrive prior to 8:15 a.m.
- There is no supervision prior to 8:15. If the weather is cold or rainy we will allow students to enter a bit earlier.
- All students will enter the building through the front doors of the school this year. Once in the school, students will be asked to move immediately to their assigned locker area, deposit their belongings (including cell phones) and take all materials needed for period 1. They will then head immediately to their assigned homeroom. Students will not be allowed to gather at their lockers.
- Grade 7 students will be assigned lockers on the second floor of the school.
- Grade 8 students will be assigned lockers on the first floor of the school by the learning commons.
- Grade 9 students will be assigned lockers in the humanities learning commons on the first floor.
- At the end of the day, all students should exit the school and leave the school grounds quickly. Students staying for after school clubs / activities / athletics will be allowed to stay in a designated area.

<b>Homeroom</b>	<b>8:37 - 8:45</b>
<b>Period 1 (57 mins)</b>	<b>8:48 - 9:45</b>
<b>Nutrition Break (15 mins)</b>	<b>9:45 - 10:00</b>
<b>Period 2 (57 mins)</b>	<b>10:00 - 10:57</b>
<b>Period 3 (57 mins)</b>	<b>11:00 - 11:57</b>
<b>Lunch (35 mins)</b>	<b>11:57 - 12:39</b>
<b>Academic Support (30 mins)</b> <small>(Literacy and Numeracy)</small>	<b>12:39 - 1:09</b>
<b>Period 4 (57 mins)</b>	<b>1:14 - 2:11</b>
<b>Period 5 (57 mins)</b>	<b>2:14 - 3:11</b>

### **COVID Safety Strategies at Thelma Chalifoux School**

- **COVID Safety Protocols**

In alignment with Edmonton Public Schools COVID-19 strategy, found at [EPSB.ca](https://www.edmonton.ca/epsb) Thelma Chalifoux School will be employing the following safety strategies to help mitigate the spread of COVID-19. These strategies include:

- Requiring the use of masks for all students and staff at all times (mandated by Edmonton Public Schools)
- Daily health screening for students and staff before coming to school
- A stay-at-home protocol for those who are sick
- Enhanced cleaning and disinfecting in schools and on yellow buses
- Encourage physical distancing where possible
- Creating grade level cohorts of students where possible
- Hand hygiene requirements for students and staff
- Partnering with Alberta Health to host vaccination clinics in schools

- **Masks**

- **All staff, students, and visitors** at Thelma Chalifoux School will be **required to wear a mask** while in our building.

- **Daily Screening, Staying at Home When Sick, Reporting and Isolating**

- Before coming to school each day, families must complete the [COVID-19 Alberta Health daily checklist for students and children under 18](#) to determine whether they can attend or should stay home.
- Staff must complete the [Alberta Health daily checklist for adults](#) before coming to work. Families and staff are not required to submit the checklist to the school. It is a tool to assess wellness.
- **If there is a case of COVID-19 at school:**
  - As the school year starts, the province has indicated that schools will not be informed about individual cases of COVID-19. Staff and students may choose to notify a school about a positive COVID-19 test, but it is not required. **If we receive notification about a positive case from Alberta Health Services in a school, we will communicate with the school community. Quarantine is not required for close contacts under current provincial direction. This means classes will not be required to quarantine if there is a case of COVID-19 at school. Individuals who test positive will be expected to quarantine based on the provincial requirements in place at that time.** [\[https://epsb.ca/media/epsb/schools/goingschool/schoolre-entry/2021-22-back-to-school-plan.pdf\]](https://epsb.ca/media/epsb/schools/goingschool/schoolre-entry/2021-22-back-to-school-plan.pdf)

- **Hand Hygiene**

- **All staff, students, and visitors** are **required to use hand sanitizer** when they enter and exit the school, when they enter and exit classrooms, and prior to eating food.

- **Enhanced Cleaning and Disinfecting**

- All high traffic areas and washrooms will be cleaned and disinfected several times throughout the day.
- All spaces will be cleaned and disinfected.
- Any shared learning tools or equipment will be cleaned and disinfected between each homeroom use.
- The outside of lockers will be cleaned each day. Some droplets from the exterior spraying of lockers may enter the locker and damage contents inside the locker. Students are encouraged to take valuables and important items home each evening.

- **Grade Grouping Strategies**

- Students from all grades will be traveling together throughout the hallways and must be wearing masks while in the hallways.
- Other than these traveling periods throughout the day, students will be cohorted by grade, meaning:
  - Students will be with their homeroom class at all times except for P.E, Academic Support and option classes.
  - During the 15 minute nutrition break students are able to go to their locker and grab a snack if they need one. Students will be required to remain in their locker area and within their grade level cohort at this time.
  - Students will have lockers assigned in class cohorts and they must stay within their cohort at all times. Students are not allowed to move about the school freely during nutrition break.
  - **Lunch Time** - students sit with their grade level cohort and will have a designated location. Students will remain in their designated lunch area until it is time to go outside. Once outside, students will have a designated field area assigned to their grade. They will need to stay in their designated outdoor area. Students must remain outside until the bell rings.

- **Daily School Entry and Exit**

- **Morning Entry** - Students will enter the building through the front doors in the morning and proceed directly to their designated locker area. Students in the Interactions program will enter through the side doors at the west of the building.
- **Afternoon Exit:** Grade 7 students will exit the building through the front door; Grade 8 students will exit the school through the atrium doors on the south side of the building; Grade 9 students will exit the school through the south east learning community exit door (Humanities Learning Community). Students in the Interactions program will exit through the side doors at the west of the building.
- **Washroom Breaks and Water Fountains-** Students will be allowed to use their washrooms designated for their grade cohort during class time, one student at a time. Students will only be able to access water fountains during class time. We do not want students gathering around water fountains during breaks. Students are encouraged to bring a water bottle for their personal water needs and we have water bottle filling stations in each learning community.

- **Cell phones** - Students will keep their cell phones in their lockers. Cell phones are to remain in their lockers during instructional time and can be used at breaks, at lunch, before and after school. **Cell phones are not to be shared with other students.**

## **Lunch Protocols**



- **Microwaves are not available** to students at Thelma Chalifoux School.
- **Students need to bring their lunch everyday.** We cannot accommodate family members who want to come into the school to drop off lunches.
- Each grade level cohort will be eating in a designated zone of the school.
- **Closed Campus:** Students will be allowed to leave for lunch with their parents' permission and signed lunch form completed on SchoolZone. Outdoor supervision is provided outside within the immediate area of the school building. Students are responsible for safe and respectful conduct on and off campus. **Note:** Once students have left the building for lunch, they will not be allowed into the school building until the end of the lunch period at 12:35. If students have returned a signed permission form to leave the school at lunch, they are only allowed to proceed directly home. Students are not allowed to go to a friend's house for lunch or any nearby store or fast food restaurant.

### **First Day of School Staggered Entry for Thursday, September 2 and Friday, September 3**

- We are staggering entry and orientation for the first two days of school.
  - Thursday, September 2
    - 8:45 AM - 11:00 AM - Gr.7 only
    - 1:00 PM - 3:15 PM - Gr. 8/9 only
  - Friday, September 3
    - 8:45 AM - 11:00 AM - Gr.8/9 only
    - 1:00 PM - 3:15 PM - Gr. 7 only
- Note: Students who require Yellow Bus transportation can contact the school in order to make arrangements during the staggered entry days if needed.*

### **Parents Visiting the School**

- **All family groups must wear a mask when in the school and must use hand sanitizer before entering the school office as well as screen for illness and sign the school's visitor log.**
- Parents are **advised to phone ahead and make an appointment** if they wish to talk to an administrator.
- At this time, **parent-teacher conferences will be held online (Information will be forthcoming with the dates for parent-teacher conferences)**
- **Meet the Teacher** will be held online on Wednesday, September 15, 2021.
- Parents are encouraged to email teachers if they have any questions. A teacher email contact list will be posted to SchoolZone once we have finalized student timetables for the first day of school.

### **Field Trips, Extracurricular, and Athletics**

- **Field Trips** - We may slowly introduce day-time field trips. Students will only go on field trips in their homeroom classes or a grade level cohort (i.e. option class) for Quarter 1. This will be re-evaluated for Quarter 2 and beyond. Field trip parameters will be outlined on field trip permission forms.



- **Extracurricular Activities & Athletics** - We will be introducing extracurricular activities and athletics depending on school and Division circumstances. We will inform parents/guardians of these opportunities and they will be able to consider their child's involvement.

### **Student Timetables and Homeroom class lists**

- When students arrive on the orientation day, they will be directed to their homeroom classes where they will receive orientation and timetables and then rotate through 10 - 15 minute long periods in order to meet teachers and find their classes. **Online students** will receive invitations to their online classes from their teachers. They will log in to their classes following the orientation schedule which will also be emailed to students.

### **Library**

- We will be determining our library processes in September. As a start, only one homeroom class will use the library at a time for selecting and signing out books during their Language Arts periods.

### **School-to-Home Communication**

- **Attendance**
  - Parents will be called through our School Messenger automated callout system if they have been marked absent for each class.
- **Classroom Information**
  - Teachers will communicate with parents in a variety of ways, including emails, phone calls, SchoolZone and/or through Google Classroom.
- **Student Assessment and Progress**
  - Formal progress reporting will include:
    - **November 2021: an interim report summarizing growth and progress**
    - **January 2022: a mid-year progress report indicating achievement across all subject areas**
    - **April 2022: an interim report summarizing continued growth and progress**
    - **June 2022: a final progress report indicating year end achievement for all subjects**

**\*\*\*School plans are subject to change if provincial or Division guidelines change or as circumstances warrant.**