

"Our students love to come to school in Northland"

2021-2022 Back to School Plan



Northland School Division

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Introduction

Hello families:

Following a series of updates from the Government of Alberta, the Northland School Division (NSD) 2021-2022 Back to School Plan has been updated.

Northland School Division values the partnerships we have with the communities we serve. This year will be no different and it is more important now, more than ever, that our families and schools work together to support our students and to model healthy practices. The Northland School Division 2021-2022 Back to School Plan is guided by the following themes:

- Students and staff health and safety;
- Learning options for NSD families; and
- High quality teaching and learning.

Student and staff health and safety

NSD will continue to use a range of safety strategies that work together to help mitigate the spread of COVID-19. These strategies include:

- External communication to parents/guardians when there is a positive COVID-19 case(s) at their local school.
- enhanced cleaning and hygiene protocols;
- daily health screening before for students and staff before coming to school;
- strict stay at-home guidelines for individuals who feel unwell or have symptoms related to COVID-19;
- enforced public-health measures; and

We based these measures on what we know about COVID-19 right now, including highly-transmissible variants of concern, with the safety of students, staff and communities at heart. Again, we intend to revisit these measures throughout the year, in response to changing public health information, such as vaccination rates.

Learning options for NSD families

NSD will continue to offer families a choice between in-school learning and an online school. For families not yet ready to send their child for in-school learning, parents and guardians can register their students to attend Northland Online School. To learn more visit

www.northlandonlineschool.ca.

High quality teaching and learning

Teachers will be assessing students to confirm where they are at in their learning, with a focus on literacy and numeracy growth. This information will help teachers meet students where they are at in their individual learning journey and inform programming.

Similar to how we approached learning last year, we are coordinating in-school and the online school to make sure students across the Division learn outcomes from the curriculum at the same time during the school year. Students can transfer from Northland Online School to in-school learning only at semester breaks. For example, the end of January. The same is true if students want to transfer from in-school learning to Northland Online School.

Thank you, students, parents, guardians, staff and community members for your ongoing support. Have a safe and exciting 2021-2022 school year! Stay safe.

Sincerely,



Robin Guild
Board Chair



Dr. Nancy Spencer-Poitras
Superintendent of Schools

Health and Safety

Protecting each other is a shared responsibility. These protocols are intended to reduce the risk of COVID-19. All NSD schools and departments are guided by the following health and safety principles:

- Every student, staff and visitor completes the daily [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18. Families and staff are not required to submit the checklist to the school.
- No one is allowed to enter an NSD school or building if they feel unwell. Please follow [isolation and quarantine requirements](#).
- Hand sanitizer is provided by NSD, in multiple locations, in all NSD schools, buildings and on buses.
- Students are permitted to participate in a group performance activity (i.e., singing, dancing, playing instruments, theatre) as part of their education program curriculum or extra-curricular activities. Schools may consider strategies to reduce crowding and improving/increasing ventilation in indoor settings to reduce potential transmission of COVID-19 and other respiratory illnesses.
- Field trips will continue while practicing good hygiene and cleaning protocols.
- Students are permitted to participate in group physical activity as part of their education program curriculum (i.e., physical education class and sports academy classes may occur) or extra-curricular activities. Schools may consider strategies to reduce crowding and improving/increasing ventilation in indoor settings to reduce potential transmission of COVID-19 and other respiratory illnesses.
- Avoid shared-use items, supplies and equipment. All elementary students will have their own supplies. Junior and senior high school students will be allowed to use lockers for storage. Digital textbooks have been requested if not enough individual text books are supplied.
- Protocols about food handling and food sharing.
- Provide all NSD staff with access to mental health support for students and families.
- Regular and ongoing cleaning and disinfecting of all NSD facilities and high-touch surfaces.
- Effective March 1, 2022, the Government of Alberta announced masks will no longer be mandatory in schools and facilities. This applies to all students, staff, and visitors. The Board's preference is to enable students and staff who prefer to continue to wear masks. The Board supports individual choice of students, parents and staff.

- To lower the risk of transmission of COVID-19, all school divisions received voluntary rapid test kits and medical masks for students and staff from the Government of Alberta. [Click here](#) on how to properly use an at-home rapid test.
- Northland took a proactive approach against potential airborne transmission of COVID-19. In September 2021, the Maintenance Department upgraded filters to improve air quality and better protect students and staff against potential airborne transmission of COVID-19. The department installed Minimum Efficiency Reporting Value (MERV) 13-rated filters, which is capable of capturing particles between 0.3 micros and 1.0 with 98% efficiency.

Vaccination

All Albertans aged 5 and older are eligible for a COVID-19 vaccine. Vaccines provide a significant level of protection against severe outcomes from COVID-19. Two doses of the COVID-19 vaccine plus a booster, when appropriate, have been shown to be highly protective against infection, and most importantly against severe disease.

While vaccine uptake in children aged 5 to 11 years old continues to grow, the subsequent protective effects of the vaccine may take time for this age group. It is important that those around them, including parents/guardians, older students and school staff, receive the vaccine in order to reduce community transmission and protect this age group. For more information, please visit <https://www.alberta.ca/covid19-vaccine.aspx>.

To increase people's access to COVID-19 vaccines, the provincial government announced immunizations will be available through temporary clinics in schools for students in Grades 7–12, staff and community members. Parent or guardian consent will be required for students who wish to participate.

NSD will work with Alberta Health to host these clinics. The province does not require proof of vaccination to attend school in Alberta. For more information about vaccination policies and requirements, contact [AHS](#).

Use of Personal Protective Equipment (PPE)

Globally, it's understood the use of masks or face coverings, and physical distancing reduces the spread of COVID-19. Within NSD, the goal of the Back to School Plan is to ensure everyone's health and safety. Schools are using cohorting and physical distancing strategies to mitigate the virus's transmission. Effective March 1, 2022, the Government of Alberta announced masks will no longer be mandatory in schools and facilities. This applies to all students, staff, and visitors. Northland School Division will continue to recommend and support mask use.

Mask Wearing Information

- Masks should be well-constructed, well-fitted and properly worn.
- If non-medical masks are worn, they should be constructed of at least three layers: two of breathable tightly woven fabric, such as cotton, and an additional effective middle filter layer, such as nonwoven polypropylene.
- Medical masks can also be worn by staff and students to provide additional protection.
- For more information, please review the [Guidance for Masks for the General Public](#).

Physical Health

Do not come to an NSD school facility if you are feeling unwell—student, staff or visitor. Any individual who becomes symptomatic during the school day or workday must leave the building and not return until the time recommended by the Chief Medical Officer of Health and AHS. Visit the [Government of Alberta website](#) for more information about COVID-19 symptoms.

Students who can't immediately leave the building, must go to the school's isolation/infirmity room and wear a mask until a family member picks them up—within a one-hour time limit. A staff member will be with the child ensuring physical distancing occurs and will be in appropriate personal protective equipment (PPE). Families must ensure the school has current emergency contacts on file, and those listed are prepared to respond immediately.

Anyone who tests positive for COVID-19 is asked to notify the NSD school to ensure proper cleaning and public-health measures are followed.

Confirmed COVID-19 Cases

Confirmed cases of COVID-19 are dealt with confidentiality and on a case-by-case basis, in consultation with AHS. Central Office departments and school administration will reference the [Northland School Division Action Plan - Responding to a COVID-19 case](#). If a Principal is informed about a COVID-19 case related to their school, they will call/email the Superintendent first. If unreachable they will call/email their Associate Superintendent. If unreachable they will call/email the Media Relations Manager. Students/staff can continue to attend school, UNLESS they are notified by AHS to stay home OR if they develop symptoms. If students/staff develop symptoms, they must isolate immediately and should be tested for COVID-19.

Illness While on Site

- Staff who become ill will notify their supervisor and immediately self-isolate.
- Students exhibiting signs of illness will be moved to the isolation/infirmity room.
- Parents/caregivers must be notified and advised to pick-up their child immediately.

- Parents must designate an emergency contact for student pickup. An immediate pickup assumes that the student will be picked up within an hour, parents will remain outside and the student will be brought to them.
- Staff supervising symptomatic students should :
 - Keep all other staff out of the infirmary room.
 - Wear a medical mask.
 - Provide the student with a medical mask.
 - Use strict hand washing techniques.
 - Maintain physical distancing.
 - After the student is picked-up, post a sign indicating the room must be cleaned and contact the appropriate custodial staff.
 - An incident report must be filled out.
 - All items the student touched/used that day must be cleaned and disinfected as soon as the student has been picked up.
 - If there is a COVID-19 case related to a school, NSD will share information with the school community.

Mental Health and Wellbeing

A virus such as COVID-19 can create anxiety and fear about the present and future. It becomes especially difficult if someone they know is sick or hears troubling messages on the radio, internet or television. As well, changes in routines and the continued precautions in place to limit the spread of the virus can give rise to unexpected emotions and exacerbate pre-existing mental health conditions such as anxiety, depression or substance abuse. Therefore, mental health and wellness are critical aspects of the Northland School Division 2021-2022 Back to School Plan.

Mental Health and Wellness Strategies

- Mental Health staff support teams (Family Wellness Workers) continue to reach out to students and families to share mental health resources, information and academic support.
- NSD staff have the capacity to access external resources and supports such as Family and Community Services and AHS for students who require intensive assessment and intervention services.
- All NSD staff have access to complete the online course by Dr. Jody Carrington “How to Connect With Kids These Days.”
- A number of Mental Health staff have taken part in a number of Professional Learning opportunities.

- Lesson plans about supporting students include information about caring for those who are ill or isolated, physical distancing and personal protective equipment.

Mental Health Resources

We understand this is a time of high anxiety for many. There is an overwhelming amount of information coming at us all. NSD is here to support students, parents and community members. We have compiled mental health information from several sources <https://www.nsd61.ca/about-us/division-news/post/covid-19-mental-health-resources>. For students, mental health staff reach out to share resources similar to what's posted on the NSD website. For NSD staff, they have access to resources through our Employee Family Assistance Program provider [Homewood Health](#). Students, staff and families have various supports within their school community. For example, the [Peekiskwetan "Let's Talk" Society](#) in Wabasca-Desmarais.

Cleaning and Hygiene

To ensure the health and safety of all students and staff, enhanced cleaning protocols are in place at each NSD school and building.

Cleaning Protocols

- Prior to school opening for the 2021-2022 school year, all schools underwent a thorough cleaning.
- Regular cleaning and disinfection are essential to preventing the transmission of COVID-19 from contaminated objects and surfaces. NSD facilities will be cleaned and disinfected in accordance with the AHS Cleaning and Disinfectants for Public Settings.
- Area rugs and soft furnishings that cannot be easily cleaned have been removed.
- Ongoing cleaning and disinfecting of schools—entrances, classrooms, auxiliary spaces, desks, chairs, tables, lockers, walls, technology and other equipment.
- Increased frequency of day-time cleaning of high-touch areas such as doorknobs, light switches, handrails, bottle fillers, bathrooms.
- Offices: Ongoing cleaning of desks, chairs, telephones, light switches, doorknobs, and copiers.
- Ongoing cleaning and disinfecting of washroom, sink faucets, and soap dispensers.
- Ongoing cleaning and disinfecting of classrooms and desks after student use.
- Ongoing cleaning and disinfecting of shared-use items.
- Open windows to increase natural ventilation, when possible.

- Ongoing hand-hygiene breaks where students wash hands with soap and water for at least 20 seconds or use hand sanitizer.
- Limits on bathroom occupancy and ongoing cleaning.
- Hand sanitizing stations within or near every classroom.
- Systematically refill hand sanitizer stations.
- Teach and reinforce respiratory etiquette.

Practice Good Hygiene

- Wash hands often for at least 20 seconds.
- Cover coughs and sneezes.
- Avoid touching your face.
- Avoid sharing items.
- Keep a safe distance between others when possible.
- Stay at home if unwell.

Designated Hand-Hygiene Breaks

- Entering and exiting a school or building.
- Entering and exiting a classroom.
- Using the washroom.
- Using a tissue.
- Coughing or sneezing into hands.
- Before and after eating.
- After physical education or outdoor play.
- After using shared items.
- After using a high-touch surface.

Public Usage of Facilities

NSD will be following [Administrative Procedure 550 - Community Use of School Facilities](#).

Daily Screening

- To ensure schools and NSD offices are safe for students, teachers and administration, all school staff and families are encouraged to complete the [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18.
- Parents and students will be provided with a copy of the checklist. This can be a hard copy or a link to the digital copy of the screening checklist.
- Schools should have copies of the daily checklists available for visitors to the school.

- Schools must keep records of children’s known pre-existing medical conditions. If a child develops symptoms that could be caused by either COVID-19 or by a known pre-existing condition (e.g., allergies), the child should be tested for COVID-19 to confirm that it is not the source of their symptoms before entering or returning to school. (NSD respects the right of parents to choose not to be tested, this would mean the child would be required to isolate, work will be sent home)
- Written confirmation by a physician that a student or staff member’s symptoms are due to a chronic illness is not necessary.
- Anyone who reports symptoms should be directed to stay home and use an at-home rapid antigen test if available. For more information refer to the [rapid testing at home](#) website.
- Signs must be posted reminding persons not to enter if they have COVID-19 symptoms, even if symptoms resemble a mild cold.

Risk Assessment: COVID-19 Alberta Health Daily Checklist

Screening Questions for Children Under 18

This checklist applies for all children, as well as all students who attend kindergarten through Grade 12, including high school students over 18. Children should be screened every day by completing this checklist before going to school, childcare or other activities. Children may need a parent or guardian to assist them to complete this screening tool.

If your child has traveled outside Canada in the last 14 days, follow the [Government of Canada Travel, Testing, Quarantine and Borders](#) instructions, including any requirements for exempt travelers related to attending high-risk environments. International travelers who become a case of COVID-19 after arrival in Alberta should follow isolation requirements outlined by the Government of Canada.

If your child has received a message from Public Health indicating that they are a case(4) (see page 15) of COVID-19 or if your child has tested positive on a rapid test, they are required to isolate as per [Public Health instructions](#). For more information on isolation requirements after a positive rapid test, refer to the [Rapid Testing at Home website](#).

1.	Has your child been a household contact of a case(4) of COVID-19 in the last 10 days? <i>A household contact: a person who lives in the same residence as the case OR who has been in frequent, long-duration, close-range interaction with a case of COVID-19. For example, siblings, someone who slept over, or someone who provided direct physical care to the child</i>	YES	NO
If the answer is “YES” AND they are NOT fully immunized(5) :			

- Child should stay home and NOT attend school, childcare and/or other activities for 10 days (was 14 days) from the last day of exposure and monitor for symptoms, unless they have tested positive for COVID-19 in the last 90 days AND completed the mandatory 10 day isolation period, in which case they can proceed to question 2.

If child answered “YES” and they are fully immunized(5) proceed to question 2:

If child answered “NO” to question 1, proceed to question 2.

2	Does the child have any new onset (or worsening) of the following core symptoms:	YES	NO
	Fever Temperature of 38 degrees Celsius or higher	YES	NO
	Cough Continuous, more than usual, not related to other known causes or conditions such as asthma	YES	NO
	Shortness of breath Continuous, out of breath, unable to breathe deeply, not related to other known causes or conditions such as asthma	YES	NO
	Loss of sense of smell or taste Not related to other known causes or conditions like allergies or neurological disorders	YES	NO

If the child answered “YES” to any symptom in question 2:

- If the child is fully immunized(5):
 - Isolate for 5 days from onset of symptoms or until symptoms resolve(3) whichever is longer.
 - After this isolation period, up to a total of 10 days from the day of symptom onset, they are required to wear a mask at all times when in a public place or otherwise in the company of other persons with no exceptions.
- If they are NOT fully immunized(5),
 - they must isolate for 10 days from the onset of symptoms or until they resolve (3) whichever is longer
- Whether they are fully immunized or not, even if they have a negative molecular (e.g. PCR) COVID-19 test or two negative rapid antigen tests, taken not less than 24 hours of each other, they still must isolate until symptoms resolve(3).
- If they are within three weeks of the initial positive test of a previous infection they do not need to test again, and they can leave isolation when symptoms resolve(3).
- They can use an [at-home rapid antigen test](#) if available or access the [AHS Online Assessment Tool](#) for advice on managing mild symptoms, and whether they are eligible for a COVID-19 molecular test

NOTE:

- If they have had a previously confirmed COVID-19 infection within the past 90 days, wait until three weeks have elapsed from the initial positive test, to take a rapid antigen test.
 - Children 2 years of age and younger are not eligible for rapid antigen testing and should complete the [AHS Online Self Assessment Tool](#) to access molecular (e.g. PCR) testing

If the child answered “NO” to all of the symptoms in question 2, proceed to question 3.

3.	Does the child have any new onset (or worsening) of the following other symptoms:	YES	NO
	Chills Without fever, not related to being outside in cold weather	YES	NO
	Sore throat/painful swallowing Not related to other known causes/conditions, such as seasonal allergies or reflux	YES	NO
	Runny nose/congestion Not related to other known causes/conditions, such as seasonal allergies or being outside in cold weather	YES	NO
	Feeling unwell/fatigued Lack of energy, poor feeding in infants, not related to other known causes or conditions, such as depression, insomnia, thyroid dysfunction or sudden injury	YES	NO
	Nausea, vomiting and/or diarrhea Not related to other known causes or conditions, such as anxiety, medication or irritable bowel syndrome	YES	NO
	Unexplained loss of appetite Not related to other known causes or conditions, such as anxiety or medication	YES	NO
	Muscle/joint aches Not related to other known causes or conditions, such as arthritis or injury	YES	NO
	Headache Not related to other known causes or conditions, such as tension-type headaches or chronic migraines	YES	NO
	Conjunctivitis (commonly known as pink eye)	YES	NO

If the child answered “YES” to ONE symptom in question 3:

- Keep your child home and monitor for 24 hours and consider giving the child an

[at-home rapid test](#).

- If [at-home rapid antigen testing](#) is not done and the symptom is improving after 24 hours, your child can return to school and activities when they feel well enough to go.
- If the **symptom does not improve or worsens** after 24 hours (or if additional symptoms emerge), use an [at-home rapid test](#) or the [AHS Online Assessment Tool](#) for advice on managing mild symptoms, and whether you need to be tested for COVID-19.

If the child answered “YES” to TWO OR MORE symptoms in question 3:

- Keep your child home.
- Use an [at-home rapid test](#) if available or follow the [AHS Online Assessment Tool](#) for advice on managing mild symptoms, and whether you need to be tested for COVID-19.

NOTE:

- If they have had a previously confirmed COVID-19 infection within the past 90 days, wait until three weeks have elapsed from the initial positive test, to take a rapid antigen test.
- Children 2 years of age and younger are not eligible for rapid antigen testing, and should complete the [AHS Online Self Assessment Tool](#) to access molecular (e.g. PCR) testing.

For at-home rapid testing result instructions

- If an [at-home rapid test](#) is done and is negative, they can return to school and activities as long as they feel well enough to go (used to say “as long as they remain asymptomatic”).
- If an [at-home rapid test](#) is positive, the child is required to isolate as outlined above for **question 2**.

If the child answered “NO” to all questions:

- Your child may attend school, childcare and/or other activities.

3. Symptoms resolved means symptoms have improved and with no fever for 24 hours without the use of fever reducing medication.

4. A lab-confirmed case OR a probable case as defined in the Alberta COVID-19 Notifiable Disease Guideline.

5. A child who has received the complete vaccine series for COVID-19 and it has been 14 days after the second dose in a two dose series.

Please note: If your child is experiencing any symptoms from the lists above, do not bring them to visit a continuing care or acute care facility for 10 days from when symptoms started or until symptoms resolve (whichever is longer), unless they receive a negative COVID-19 test result and feel better.

Screening Questions for Adults 18 Years and Older

This tool was developed to support Albertans in protecting others and reducing the risk of transmission of COVID-19. Adults 18 years and older can complete this checklist every day to self-monitor for symptoms of COVID-19.

If you have traveled outside Canada in the last 14 days, follow the [Government of Canada Travel, Testing, Quarantine and Borders](#) instructions, including any requirements for exempt travelers related to attending high-risk environments. International travellers who become a case of COVID-19 after arrival in Alberta should follow isolation requirements outlined by the Government of Canada.

If you have received a message from Public Health indicating that they are a case¹ of COVID-19 or if your child has tested positive on a rapid test, they are required to isolate as per [Public Health instructions](#). For more information on isolation requirements after a positive rapid test, refer to the [Rapid Testing at Home website](#).

1.	Have you been a household contact of a case¹ of COVID-19 in the last 10 days? <i>A household contact: a person who lives in the same residence as the case OR who has been in frequent, long-duration, close-range interaction with a case of COVID-19. For example, someone who is a caregiver or an intimate or sexual partner of a COVID19 case.</i>	YES	NO
<p>If you answered “YES” AND you are NOT fully immunized² :</p> <ul style="list-style-type: none"> You should stay home for 10 days from the last day of exposure and monitor for symptoms, unless you have 90 days AND completed your mandatory 10-day isolation period, in which case you can proceed to question 2. If you have symptoms, proceed to question 2. <p>If you answered “YES” AND you are fully immunized(2) proceed to question 2:</p> <p>If you answered “NO” to question 1, proceed to question 2</p>			
2.	Does the attendee have any new onset (or worsening) of any of the following symptoms:		
	• Fever	YES	NO
	• Cough	YES	NO
	• Shortness of breath	YES	NO
	• Runny Nose	YES	NO
	• Sore throat	YES	NO
	• Chills	YES	NO
	• Painful swallowing	YES	NO
	• Nasal congestion	YES	NO
	• Feeling unwell/fatigued	YES	NO
	• Nausea/vomiting/diarrhea	YES	NO
	• Unexplained loss of appetite	YES	NO

• Loss of sense of taste or smell	YES	NO
• Muscle/joint aches	YES	NO
• Headache	YES	NO
• Conjunctivitis (commonly known as pink-eye)	YES	NO

If you answered “YES” to any symptom:

- Stay home.
- If you have fever, cough, shortness of breath, runny nose, sore throat or loss of sense of taste or smell you are required to isolate as per the current [CMOH Order](#):
- If you are fully immunized(2)
 - Isolate for 5 days from the onset of symptoms or until they resolve(3) whichever is longer.
 - After this isolation period, up to a total of 10 days from the day of symptom onset, you are required to wear a mask at all times when in a public place or otherwise in the company of other persons, with no exceptions.
- If you are NOT fully immunized(2)
 - You must isolate for 10 days from the onset of symptoms or until they resolve(3) whichever is longer.
- Whether you are fully immunized or not, even if you have a negative molecular (e.g. PCR) COVID-19 test or two negative rapid antigen tests, take not less than 24 hours of each other, you still must isolate until symptoms resolve(3).
- If you are within three week of the initial positive test of a previous infection you do not need to test again, and you can leave isolation when symptoms resolve(3).
- You can use an [at-home rapid antigen test](#) if available or access the [AHS Online Assessment Tool](#) for advice on managing mild symptoms, and whether you are eligible for a COVID-19 molecular test.
- **NOTE:** If you have recently recovered from a previously confirmed COVID-19 infection and are within three weeks of the initial positive test, you do not need to get tested. If three weeks have elapsed but you are within 90 days from the initial positive test, you are recommended to take a rapid antigen test.

If you answered “NO”

- You may attend work, school, and/or other activities.
- Asymptomatic close contacts of a confirmed COVID-19 case who are healthcare workers are subject to testing requirements as per [CMOH Orders](#) or their organizational policy.

1. A lab-confirmed case OR a probable case as defined in the [Alberta COVID-19 Notifiable Disease Guideline](#).

2. A person who has received the complete vaccine series for COVID-19 and it has been 14 days after the second dose in a two dose series or one dose in a one dose series (i.e. Janssen vaccine).

3. Symptoms resolved means symptoms have improved and with no fever for 24 hours without the use of fever reducing medication.

Daily Checklists

Before entering a NSD school or building, students, staff, family members, visitors and contractors are encouraged to complete a checklist before coming to an NSD school or building. Teachers reinforce the checklist with students. Families are encouraged to do so as well.

Student Checklist

The list below is designed to help students prepare for school safely.

Before you leave home

- Complete the [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18.
- DO NOT leave home if you're feeling unwell or have COVID-19 symptoms.
- Ensure you have a water bottle, labeled with your name.
- Ensure you don't have any toys with you or unnecessary items.

Arrival at School

- Enter the school at the designated time and location—specified by the school.
- Wash or sanitize your hands as soon as you enter the building.
- Meet your teacher at the designated entrance and start time.
- If you arrive late, go to the main office to check-in.

During School

- Wash or sanitize your hands before entering and exiting the classroom, before eating, after using the washroom and when directed by NSD staff.
- Practice respiratory etiquette.
- Refrain from touching your face, eyes, and mouth with hands, if applicable.

Pick Up and After School

- Hand sanitize your hands when exiting the building.
- Exit the building at the designated time and location—specified by the school.
- No loitering.
- Leave the school grounds / facility parking lot.

Staff Checklist

The list below is designed to help staff prepare for school and work safely.

- Complete the [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18.
- **Do not** leave home if you're feeling unwell or have COVID-19 symptoms. Notify your principal or department supervisor.
- Ensure you've cleaned and disinfected all personal supplies coming into the school.
- Ensure you don't have any unnecessary items.
- Ensure you have a water bottle.

Arrival at School

- Enter the school at the designated time and location—specified by school or department.
- Wash or sanitize your hands as soon as you enter the building and the classroom.
- Register your attendance.
- Ensure your classroom or work space is clean and disinfected.
- Suggested to have an extra set of clothes at school.

During School

- Meet students at the designated entrance and start time, if applicable.
- Wash or sanitize your hands before entering and exiting the classroom, before eating and after using the washroom.
- Practice respiratory etiquette.
- Refrain from touching your face, eyes and mouth with your hands.

After School

- Ensure cleaning and disinfecting measures are in place for the classroom or workspace.
- Hand sanitize your hands when exiting the building.
- Exit the building by the designated time and location.
- Staff to take Chromebook or laptop devices home daily for access if required.

Substitute Teacher/Classroom Supervisor/Temporary Worker Checklist

The list below is designed to help staff prepare for school and work safely.

Before you leave home

- Complete the [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18.

- **Do not** leave home if you're feeling unwell or have COVID-19 symptoms. Notify the school principal or department supervisor.
- Ensure you've cleaned and disinfected all personal supplies coming into the school.
- Ensure you don't have any unnecessary items.

Arrival at School/Worksite

- Enter the school at the designated time and location—specified by school or department.
- Ask where the isolation/infirmity room is if needed, and who to contact if student/themself are ill at school.
- Wash or sanitize your hands as soon as you enter the building and the classroom.
- Register or report your attendance.
- Ensure your classroom or work space is clean and disinfected.
- Suggested to have an extra set of clothes at school or worksite.

During School	During Work Day
<ul style="list-style-type: none"> ● Meet students at the designated entrance and start time, if applicable. ● Wash or sanitize your hands before entering and exiting the classroom, before eating and after using the washroom. ● Practice respiratory etiquette. ● Eat snacks and lunch in designated areas. ● Refrain from touching your face, eyes, mask and mouth with hands. 	<ul style="list-style-type: none"> ● Remain with your cohort and follow physical distancing rules when entering, exiting and moving throughout the building wherever possible. ● Wash or sanitize your hands before entering and exiting the work space/site, before eating and after using the washroom. ● Practice respiratory etiquette. ● Refrain from touching your face, eyes and mouth with hands.

After School/Work

- Ensure cleaning and disinfecting measures are in place for the classroom or workspace.
- Sign out of the attendance log and also contact the department you were working for.
- Hand sanitize your hands when exiting the building.
- Exit the building by the designated time and location.

School Cooks Checklist

The list below is designed to help staff prepare for school and work safely.

- Complete the [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18
- Ensure you've cleaned and disinfected all personal supplies coming into the school.
- Ensure you don't have any unnecessary items.
- Ensure you have a water bottle.

Arrival at School

- Enter the school at the designated time and location.
- Wash or sanitize your hands as soon as you enter the building and wash your hands as soon as you enter the kitchen.
- Register your attendance
- Ensure your workplace is clean and disinfected.
- Suggested to have an extra set of clothes at school.

During School

- Wash or sanitize your hands before entering and exiting the classroom, before eating and after using the washroom.
- Practice respiratory etiquette.
- Refrain from touching your face, eyes and mouth with your hands.

After School

- Ensure cleaning and disinfecting measures are in place for the classroom or workspace.
- Sign out of the attendance log.
- Hand sanitize your hands when exiting the building.
- Exit the building by the designated time and location.

Maintenance and Contractors Checklist

The list below is designed to help staff prepare for school and work safely.

- Complete the [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18.
- Ensure you've cleaned and disinfected all personal supplies coming into the school.
- Ensure you don't have any unnecessary items.
- Ensure you have a water bottle.

Arrival at School

- Enter the school at the designated time and location—specified by school or department.
- Wash or sanitize your hands as soon as you enter the building and the classroom.
- Register your attendance.
- Ensure your work space is clean and disinfected.
- Suggested to have an extra set of clothes at school.

During Workday

- Wash or sanitize your hands before entering and exiting the classroom, before eating and after using the washroom.
- Practice respiratory etiquette.
- Refrain from touching your face, eyes and mouth with your hands.
- Sign-in/sign-out when visiting an NSD facility.

After Work

- Ensure cleaning and disinfecting measures are in place for the classroom or workspace.
- Sign out of the attendance log.
- Hand sanitize your hands when exiting the building.
- Exit the building by the designated time and location.

Parent and Guardian Checklist

The list below is designed to help staff prepare your child for school safely.

Before you leave home

- Complete the [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18.
- Ensure you have a plan in place to pick up your child in the event he or she becomes unwell at school.
- Ensure your child brings the designated daily supplies, as required by the school.
- Hand sanitize your hands when leaving home.

Arrival at School

- Drop-off or pick up your child at their designated time and location.
- **Do not** enter the school unless necessary and with appointments booked through the office—medical injections, learning supports—or asked by administration. Families must access the school through the front door, and immediately proceed to the main office.

During School

- Please call the school if you plan to visit. Family members can only access the school through the front door—don't wander through the school or visit the playground. This will be re-evaluated on an ongoing basis.
- Maintain physical distancing of two metres from others.

Pick Up and After School

- Pick up the child at the correct exit.
- Leave the school grounds/facility parking lot.

Transportation Staff Checklist

The list below is designed to help staff prepare for school and work safely.

- Complete the [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18.
- Ensure you've cleaned and disinfected all personal supplies coming into the school bus.
- Ensure you don't have any unnecessary items.
- Ensure you have a water bottle.

Arrival at School

- Drop-off or pick up children at their designated time and location.
- **Do not** enter the school unless necessary or asked by administration. Drivers must access the school through the front door and immediately proceed to the main office. Don't wander through the school.
- After the morning bus run, ensure cleaning and disinfecting measures are completed.

During School

- Maintain physical distancing of two metres from others when entering, exiting and moving throughout the building.
- Wash or sanitize your hands before entering and exiting the building, before eating and after using the washroom.
- Practice respiratory etiquette.
- Refrain from touching your face, eyes and mouth with your hands.
- Sign-in/sign-out when visiting an NSD school or building.

After School

- Exit the building by the designated time and location.
- Respect physical-distancing guidelines.

Pick Up and After School

- Respect physical distancing.
- Pick up children at the correct exit.
- Leave the school grounds / facility parking lot.
- After the afternoon bus run, ensure cleaning and disinfecting measures are completed.

Visitor and Contractor Checklist

The list below is designed to help visitors and contractors enter the building safely.

- Make an appointment to enter the school—non-essential visitors and contractors **are not** permitted in the school or workplace without an appointment. This will be re-evaluated.
- Complete the [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18.
- Register attendance at the main office.
- Practice respiratory etiquette.

School Supplies: Required Everyday

Each student must bring the following belongings into the school using a backpack.

Pre-Kindergarten (PUF)

- indoor shoes.
- change of clothes.
- snacks and lunch (if needed) —no food sharing.
- water bottle—labeled with the child’s name.

Kindergarten - Grade 3

- indoor shoes.
- change of clothes.
- snacks and lunch (if needed)—no food sharing.
- water bottle—labeled with the child’s name.

Grades 4-6

- indoor shoes.
- snack and lunch (if needed)
- water bottle, labeled with the child's name.

Grades 7-12

- indoor shoes.
- snack and lunch (if needed)
- water bottle, labeled with the child's name.

Elementary: Students' backpack and NSD provided bins to store personal materials when organized by cohort groups or proper physical-distancing guidelines—leave non-essential items at home.

Junior high: Students' provided lockers to store personal materials. Maintain physical distancing between students wherever possible. When not possible, students can bring items, in a backpack, into the classroom.

Senior high: Students' provided lockers store personal materials. Maintain physical distancing between students wherever possible. When possible, students can bring items, in a backpack, into the classroom.

Operations

Strategies for Reducing Crowding

Schools can consider implementing strategies to reduce crowding between all students/staff in areas inside and outside of the classroom, including hallways, washrooms and common areas.

This could include:

- Staggering start and end times for classes to avoid crowded entrances or exits and hallways.
- Removing and restaging seating in public areas to reduce crowding.
- Consider spacing of desks to minimize risk of disease transmission.
- Consider removing additional items or pieces of equipment that are not in use from classrooms to allow more space to spread out.

- Considering utilizing virtual options instead of holding large inperson gatherings of students and staff.
- In situations where crowding or large gatherings are occurring, consider options to promote hand hygiene, respiratory etiquette, not attending school when ill and cleaning and disinfecting on a regular basis before and after activities.

Classrooms

Pre-Kindergarten (PUF) and Kindergarten

- Children stay in their classrooms during learning times.
- All individuals practice good hygiene.
- Classrooms organized to encourage maximum space between children.
- Personal bins provided for supplies and personal items.
- Clorox Total 360 to deep clean play centres.
- Center materials will be scheduled to ensure no sharing.

Grades 1-6

- Children stay in their classrooms during learning times.
- All individuals practice good hygiene.
- Classrooms organized to encourage maximum space between students.
- Personal materials stored in individual totes.

Grades 7-12

- Classrooms organized to encourage maximum space between students.
- All individuals practice good hygiene .
- Cleaning and disinfecting of classrooms daily or more as needed after student use.

Shared-Use Equipment

The use of shared items or equipment is discouraged as much as possible. Where possible, equipment (e.g., electronic devices, equipment for gym, science, art, music, shop, etc.) should be designated to an individual student.

Before and after using any shared item, students and staff must wash or sanitize their hands. To reduce the amount of sharing Elementary students will have all materials in their own individual bins. Junior/ Senior high will have access to digital materials.

In Operation And Out Of Operation

- Bottle-filling stations remain in operation where available.
- Vending machines: remain in operation.
- Photocopiers remain in operation for staff use.
- Elevators remain in operation for individuals with mobility issues.
- The Hot Lunch Program remains in operation.

Bussing

NSD has various measures and protocols in place for Student Transportation, which follow the public-health guidelines. Each NSD bus also has hand-sanitizing stations for riders to use when entering and exiting the bus. After each route, each NSD bus is thoroughly cleaned and disinfected to ensure operations take place in the safest way possible.

- Prior to the start of the 2021-2022 school year, all school buses underwent a thorough cleaning. The NSD Transportation Department met with all school bus drivers and principals prior to school start-up to review COVID-19 requirements.
- Parents are encouraged to monitor their child's symptoms using the [COVID-19 Alberta Health Daily Checklist](#). The first checklist is for adults 18 years or older and the second checklist is for children under 18.
- Parents and students should not be in the pick-up area or enter the bus if they have symptoms of COVID-19.
 - If a student becomes symptomatic while on the bus, the driver will contact the NSD Transportation Manager, who will contact the school principal. The school principal will then contact the parent/guardian. The student will be provided a mask if they are not already wearing one. The driver will contact the school to make the appropriate arrangements to pick the child/student.
 - Increased frequency of cleaning and disinfection of high-touch surfaces will be completed at the end of the morning and afternoon school bus runs.
 - Drivers will be supplied with disposable gloves, cleaning and disinfectant spray, paper towels and hand sanitizer.
 - Completion of required ongoing cleaning on buses will be documented on driver timesheets.

Extracurricular Sports and School Sport Teams

Students are permitted to participate in group physical activity as part of their education program curriculum (i.e., physical education class and sports academy classes may occur) or extra-curricular activities. Schools may consider strategies to reduce crowding and improving/increasing ventilation in indoor settings to reduce potential transmission of COVID-19

and other respiratory illnesses.

Field Trips

- Please review information listed in [Administrative Procedure 260 - Field Trips and Excursions](#).
- Email details to your Associate Superintendent (at least a week in advance of the desired departure date).
- Once approved in principle, enter the request into Travel Tracker by App-Garden for final approval/modification <https://www.nsd61.ca/information-for-staff/travel-tracker>. Within Travel Tracker, you are able to generate a parental consent form. A student will not be able to attend a field trip without written permission from a parent/guardian. For more information, please refer to the Field Trips Application document that was sent to Principals and Teachers at the beginning of the school year. If you have any questions please contact the Transportation Department at 780-624-2060 extension 6175.

Land Based Learning Activities

As NSD teachers continue to work with their curriculum planning with land based learning, small cohorts of teachers in the school will use a balanced approach to include both indoor and outdoor activities. Land based activities can connect students to histories, cultures and identities through hands-on learning opportunities. Guidelines will require principal approval on the integrated curriculum activities and safety. Teachers will refer to Administrative [Procedure 260](#) regarding field trip excursions.

School-based Meetings

Meet-the-teacher meetings, staff meetings, parent-teacher interviews and school council meetings are taking place in-person, virtually or by phone.

Playgrounds

Playgrounds are open for use. Before and after use, students should wash or sanitize their hands.

Large-Group Gatherings

Students are permitted to participate in a group performance activity (i.e., singing, dancing, playing instruments, theatre) as part of their education program curriculum or extra-curricular activities/assemblies/ceremonies. Schools may consider strategies to reduce crowding and improving/increasing ventilation in indoor settings to reduce potential transmission of COVID-19 and other respiratory illnesses.

Pick Up and Drop-Off

All NSD schools have procedures in place for student pick up and drop-off.

Kindergarten to Grade 12

- Designated entrances where students meet the teacher or educational assistant—schools will notify families prior to school commencement.
- Separate drop-off and pick-up times for some children with specific medical or individual needs.
- Children can't enter the building without a school staff member. 15 to 20 minutes before the first bell—before school and after lunch.
- No loitering.
- Practice respiratory etiquette. [Cover Your Cough](#).

Visitors and Service Providers Entering NSD

Visitors and contractors **are not** permitted in the school or workplace without an appointment. To make an appointment contact the school directly. If permission is granted and an appointment made, the visitor or contractor will be encouraged to complete the [COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18. If any of the answers to the questions is “YES,” **do not** enter the school or workplace. For deliveries, offload at the designated location.

Food Handling

Classes that teach food preparation may occur as long as students follow general precautions, such as ensuring hand hygiene and, respiratory etiquette. Schools may consider strategies to reduce crowding and reducing the number of surfaces/utensils shared between students to lessen the potential transmission of COVID-19.

Practice Fire Drills, Lockdown, and Hold & Secure

Each site must review current security processes to determine if changes need to occur due to COVID-19 safety guidelines/Safe Work Procedures. On-site staff must be made aware of any changes to security procedures as per the Staff Orientation Checklist.

Assessment and Student Supports

Grade 12 Diploma Exams

January diploma exams have been canceled by the Government of Alberta. A decision will be made later in 2022 regarding April and June diploma exams.

Provincial Achievement Tests (PATs)

Grade 6 and 9 provincial achievement tests will resume and participation is mandatory for all schools not piloting the new draft Kindergarten to Grade 6 curriculum. Northland School Division is NOT piloting the new draft Kindergarten to Grade 6 curriculum. The government delayed the administration of PATs (Part A) to the week of January 20, 2022.

Off Campus Education

The Registered Apprenticeship Program (RAP) and work-experience programs are operational. If the work experience placement is in a workplace, the student is expected to follow health rules set out by the workplace which should comply with the [General Operational Guidance](#) and any applicable [sector-specific guidance](#). All worksites are also inspected by NSD before placing students. For more information, please review [Administrative Procedure 216 - Off-Campus Education](#).

Student Teachers

Student teachers are permitted to work within NSD—provided that they follow staff protocols.

School Councils

School council meetings are taking place in-person or virtually via Zoom or Google Meet. Schools will work with their school councils to determine whether to hold in-person or online meetings. For information about specific times and details contact the school principal.

Choice of Learning

NSD will continue to offer families a choice between in-school learning and the online school. For families not yet ready to send their child for in-school learning, parents and guardians can register their students to attend Northland Online School. The new Kindergarten to Grade 9 school will see students participate in classes online. To learn more visit www.northlandonlineschool.ca.

Career Pathways School (Grades 10-12)

Is a blended learning program that exists within our current High School Structure. It provides students with the flexibility of online programming with face to face support of the regular classroom. We currently offer High School courses including High School Mathematics, Science,

Social Studies, English and Career and Life Management (CALM). If you would like to know more about online learning please speak to your school principal.

Technology Requirements

To participate in online programming students will need:

- A reliable internet connection and a quiet space to work.
- A device capable of accessing the internet such as a computer, chrome book, or tablet such as an iPad or Android Tablet.
- A web camera for video meetings and lessons (most devices come with these)
- Parent supervision and support.

Appendix

[How to perform an at-home rapid test](#)

[Guidance for School \(K-12\) and School Buses](#)

[2021-2022 Parent Guide](#)

[2021-2022 School Year Plan](#)

[Guidance for Parents of Children Attending School and/or Childcare](#)

Indigenous Services Canada - First Nations and Inuit Health Branch Environmental Public Health Services Contacts **(Page 42)**

AHS Zone Environmental Public Health Contacts **(Page 42)**

[COVID-19 Information for Albertans](#)

[Visitor Log Sheet for NSD schools](#)

[Front Entrance Visitor Signage 8.5 x 11](#)

[Front Entrance Visitor Signage 11 x 17](#)

[COVID-19 Alberta Health Daily Checklist](#) before entering a NSD school or building. The first checklist is for adults 18 years or older and the second checklist is for children under 18.

[Clorox Total 360](#)

Schools can use the following posters:

- [Be Kind](#) **(Page 34)**
- [If You Are Struggling or Lonely, You Can:](#) **(Page 35)**
- [Cover Your Cough](#) **(Page 36)**
- [Do Not Enter If Sick](#) **(Page 37)**
- [Things To Do To Stay Safe](#) **(Page 38)**
- [Wash Your Hands](#) **(Page 39)**
- [Wash And Sanitize Your Hands](#) **(Page 40)**

[Help in Tough Times](#) **(Image of webpage on Page 41)**

COVID -19 - Custodial Daily Cleaning **(Page 42)**

Indigenous Services Canada - First Nations and Inuit Health Branch Environmental Public Health Services Contacts

ISC-First Nations and Inuit Health Branch	Regular Business Hours 8:00 am - 4:00 pm	
Edmonton Office	Environmental Public Health	780-495-4409

AHS Zone Environmental Public Health Contacts

Zone	Contact Email Address	Phone Number
North Zone	northzone.environmentalhealth@ahs.ca	Grande Prairie 780-513-7517

BE KIND

Help one another stay
healthy and learning
this school year.

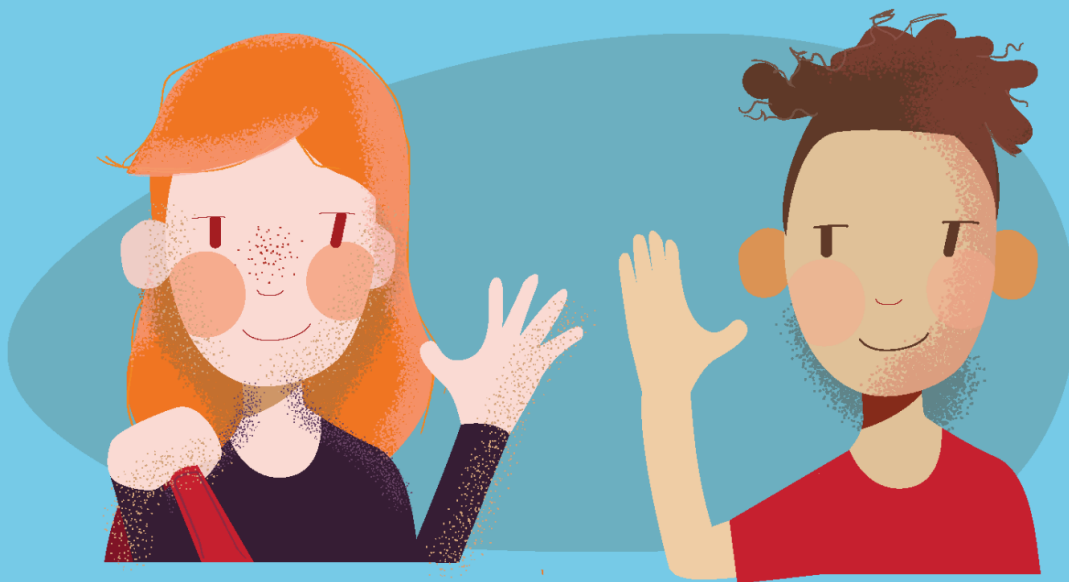


alberta.ca/returntoschool

Alberta

IF YOU ARE STRUGGLING OR LONELY, YOU CAN:

- tell someone you trust
- text the Kids' Help Phone at 686868
- visit jack.org/Resources/ABHub for things to read



alberta.ca/returntoschool

Alberta

COVID-19 INFORMATION

COVER YOUR COUGH

**Cough and sneeze
into your elbow**

**Wash your
hands after**



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Alberta

COVID-19 INFORMATION

DO NOT ENTER IF SICK



Students and family members should not enter school if they have any of these symptoms:

- Fever
- Feeling unwell/Fatigued
- Cough
- Nausea/vomiting/diarrhea
- Runny nose/nasal congestion
- Unexplained loss of appetite
- Sore throat
- Painful swallowing
- Shortness of breath
- Chills
- Loss of sense of taste or smell
- Muscle/joint aches
- Headache
- Pink eye

Stay home if you had close contact with someone who is ill or suspected of having COVID-19.

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Alberta

COVID-19 INFORMATION

THINGS TO DO TO STAY SAFE

- Wash your hands
- Keep a safe distance from each other
- Cover your cough
- Stay home if sick
- Do not share food or personal items

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Alberta



COVID-19 INFORMATION



WASH YOUR HANDS

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COVID-19 INFORMATION

WASH AND SANITIZE YOUR HANDS



BEFORE


- entering school
- entering your classroom
- eating
- leaving school

AFTER


- sneezing or coughing
- using shared equipment
- using the washroom, water fountain, vending machine and microwave

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Alberta




Physical distancing works



Health Advice 24/7

[Home](#) | [Contact](#) | [Staff](#) | [Help](#) | [Patient Feedback](#) | [Af-Soomaali](#)



COVID-19 info for [Albertans & Health Professionals](#) and about [Family Support & Visitation](#).
COVID-19 testing available for all Albertans. [Book now](#).

ABOUT AHS ▾

FIND HEALTHCARE ▾

INFORMATION FOR ▾

CAREERS ▾

NEWS ▾

AHS IN MY ZONE ▾

Home > Information For > Patients & Families > Addiction and Mental Health > Help in Tough Times

Help in Tough Times

We're here to help

At some point in our lives we all have stressful times. We can be impacted by such things as financial pressures, unexpected difficulties, unemployment, or stressful situations such as the current outbreak of the [novel coronavirus \(COVID-19\)](#).

Support is available from Alberta Health Service Addiction and Mental Health, although how the services are provided may have changed.

Alberta Health Services has resources and services, such as [Text4Hope](#), available to help you or someone you know. Remember, if you are struggling you are not alone. There are supports in place to help you.

- Free Virtual Stress Management Workshops August 27 and September 29 - see [Public Service Announcement](#) for more information.

Get Help Now

- Emergency – 911
- [Health Link](#) – 811

Self-Help

Emergencies & Disasters

- [Alberta Ready – Are You Prepared?](#)

COVID -19 - Custodial Daily Cleaning

High Traffic Area

- Tables and desks.
- Countertops.
- Chair-backs.
- Door Knobs inside and outside.
- Light switches (throughout the entire school).
- Cabinet pulls and handles
- Handrails.
- printer/copier (disinfectant has been provided so staff can disinfect per use).

Front desk/Staff desks

- Phones, computer mouse, and keyboards (Some staff have chosen to do their own computer area).
- Desk accessories such as staplers, tape dispensers, and pen-cups.
- Digital touchscreens.
- Coat-racks and hangers.

Kitchen & Break Area

- Appliance handles and controls (fridge, toaster, oven, dishwasher).
- Chair-backs at seating areas.
- Coffee station and coffee/tea service items.

Bathrooms

- Bathroom fixtures (toilet handles, faucets, soap and towel dispensers).
- Waste-bins
- Door and stall handles.

Conference Room

- Technology controls such as speakerphone buttons, remotes.
- Touchscreens.
- Whiteboard accessories such as pens and erasers.
- Weight Room ALL equipment.

All areas within the school need to be dusted

Contributors

Northland School Division would like to thank everyone involved in the development of this plan. Special thanks to Alberta Education, Elk Island Public Schools and Edmonton Public Schools for their assistance.

The NSD 2021-2022 Back to School Plan was created by a committee of school principals, directors and senior administration—in consultation with the Board of Trustees of Northland School Division, Alberta Education, AHS, Alberta Teachers' Association and the College of Alberta School Superintendents (CASS).