



SD8 Kootenay Lake
Prince Charles Secondary
School
**Return to School Plan
September 2020**



Four Guiding Principles during the COVID-19 Pandemic:

1. Maintain a healthy and safe environment for all students, families, and staff.
 2. Provide the services needed to support the children of our essential workers.
 3. Support vulnerable students who may need special assistance.
 4. Provide continuity of educational opportunities for all students.
 5. Promote positive relationships and keep students at the centre of our learning.
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1. Learning Groups & Timetable

- Learning group size, format, and organization
 - Grade 8 - 110, during the day they will be split into 4 pods of approx. 27 students each.
 - Grade 9 - 120, 5 pods of 23 students
 - Grade 10 - 92, For core courses students will be broken into 4 pods of approximately 23, for electives and PE, in cross learning groups with 11th and 12th graders, where PPE will be necessary
 - Grade 11: 95, For Math, Science, and English students will be in 4 pods of approx. 24. While in cross- learning groups for the remainder of their schedule, PPE/Masks and Social distancing must be maintained.
 - Grade 12: 115, For Math, English Studies, CLC, students will be within 4 pods of approx. 26. The remainder will consist of cross learning groups requiring social distancing.
 - Note: The distinction Learning Group and Cross Learning group
 - **Learning group class:** all students are from the same learning group; students must minimize physical contact.
 - **Cross-learning group class**” students are from different learning groups; students must maintain physical distancing protocols and wear masks.

2. Bell Schedule, Breaks & Opening Day

- **School bell schedule:**
- Grades 8-12
 - Period 1: 8:40am - 11:55am
 - Period 2: 12:00pm - 3:10pm
- Schedule for staggered breaks and lunches
 - Grades 8&9:
 - Morning Break: 9:50am - 10:20 am
 - Afternoon Break: 1:05pm - 1:35pm
 - Grade 10-12
 - Morning Break: 10:20am - 10:50am
 - Afternoon Break: 1:35pm - 2:05pm

- Areas/ zones for each Learning Group during Break times. Students also have the opportunity to remain in their classroom.

Grade	Indoor Break Zone	Outdoor Zone
8	Student Lounge	East grass area or South Soccer Field
9	Reconciliation room or Library	North Soccer Field or Basketball Courts
10	Student Lounge	South Soccer Field
11	Library	Central Soccer Field
12	Reconciliation Room	North Soccer Field

- Where do students eat lunch?
 - Students have the option of eating lunch at any of the locations designated in the table above.
- Students are not permitted to leave the campus for lunch or have external food delivered.

3. Movement Through the Building

- Where do students enter?
 - Grade 8: South Auditorium Entrance
 - Grade 9: Main Front Entrance
 - Grade 10: Student Lounge Entrance
 - Grade 11: Library Entrance
 - Grade 12: Counseling Entrance
- Students will exit the building during break and afterschool at the nearest exit.

- What do students do when they enter the building? Classroom?
 - Students need to wash their hands as they enter the building at the nearby hand washing station and head directly to their assigned classroom.
- Movement and access to common areas? (hallways, libraries, washrooms)

- Students are to maintain social distancing protocols and wear a protective mask while in all common areas. Hallways will be marked for 2 directional traffic.

4. Health and Safety

- All visitors (including all parents) must make an appointment with the Principal and sign in/ out with the secretary. They must wear a mask and complete the health & safety check.
- Hand washing and sanitization stations protocols
 - All community members need to maintain social distancing protocols as well as wash or sanitize their hands.
- Masks/PPE:
 - Staff and Students are required to wear non-medical masks when:
 - In high traffic areas such as busses
 - In common areas such as hallways
 - Outside of their Learning Groups whenever physically distancing cannot be maintained.
 - Staff and students can choose to wear masks at any other time if that is their personal preference
 - Two non-medical face masks will be made available to staff and students upon arrival
- Protocols if child is sick
 - If a student is sick, they need to report to the main office where they will be isolated in the first aid office until a parent or guardian can retrieve them.
 - If a student suspects they may be infected with COVID-19, they need to call 811 for guidance to complete a COVID-19 screening test.

5. Transportation

- Bus protocols
 - PPE/Masks are required to be worn for the entirety of the trip to and from school on ALL school buses.
- Bus loading and unloading
 - All students need to maintain social distancing protocols while loading and unloading buses.