

# **Porter Creek Secondary routines, schedules and programs for 2020-21**

**Adapting to COVID-19 at our school**



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## Starting the 2020-21 school year

After an unusual end to last school year, we are very excited to welcome students and school staff back into our classrooms. We know this school year will be different, but we have an opportunity to work together, to be creative and set a positive example for our students of how we can be resilient when presented with challenges.

The health and safety of students and school staff is our first priority. Our school is adapting our operations and programming to meet the [health and safety guidelines for K-12 school settings](#) set by Yukon's Chief Medical Officer of Health.

The health and safety guidelines indicate that:

- Keeping students out of school has negative impacts on their mental health
  - Outbreaks involving children and youth are unusual and tend to only occur in areas where there are high levels of community spread
  - There is no conclusive evidence that shows children who are symptomatic pose a risk to other children or adults
  - Children and youth are not the primary drivers of COVID-19 spread in schools or community settings ·
- Proper health and safety measures still need to be in place to reduce risk

Staff at our school will be regularly reviewing the health and safety measures at our school with students to ensure safe and healthy habits.

Read more below about how we are adapting our school routines this school year.

## **Health and safety routines for the 2020-21 school year**

### **Contacting the school**

Contact us at (867) 667-8044 or [pcss@gov.yk.ca](mailto:pcss@gov.yk.ca) if you have questions about how we are ensuring the health and safety for students and staff this school year.

### **Staying home when sick**

Students and staff must stay home if they are sick or showing symptoms. Parents should monitor their child every day for symptoms before sending them to school.

Parents should consider if they are new or worsening symptoms when monitoring, or if they are otherwise not explained. For example, a child with asthma may have a cough, which may not be new.

You can use the self-assessment tool on Yukon.ca to assess yourself and your child for COVID-19: [service.yukon.ca/en/covid-19-self-assessment/](https://service.yukon.ca/en/covid-19-self-assessment/)

Symptoms include:

- Fever/chills
- Cough
- Shortness of breath
- Runny nose
- Sore throat
- Headache
- Loss of sense of taste or smell
- Fatigue
- Loss of appetite

- Nausea and vomiting
- Diarrhea
- Muscle aches

Health officials recommend students get tested for COVID-19 if they are showing symptoms. Students and staff must stay home until they are symptom free, or if tested, until they have a negative test.

Always phone 811 or your family physician before going anywhere to get tested.

### If a student or staff gets sick at school

If a student or staff gets sick at school:

- The student or staff will be immediately separated into a designated area
- The student or staff will be provided a mask
- The student's parent/guardian will be contacted to pick them up as soon as possible
- The school staff member who is sick will go home as soon as possible
- The designated area will be thoroughly cleaned and disinfected

### Can my child go to school?

Talk to your child every day to see if they have any new or worsening symptoms, if your child has mild symptoms, they still need to self-isolate at home. Pre-existing conditions don't apply.

If you are unsure of whether your child should attend school please consult: <https://yukon.ca/en/health-and-wellness/covid-19-information/health-and-safety-schools-covid-19> . Use the traffic light poster to guide your decision.

### Wearing a mask at school

As of December 1<sup>st</sup>, 2020 students and staff are **required** wear masks in all common areas and in classrooms where a minimum of 1 meter of physical distancing is not possible.

- Students must wear non-medical masks or face coverings while in all common areas like the hallways, bathrooms etc. Before dismissal from class students will be prompted to put their masks on
- Students will not be permitted to leave class without a mask and will need to have a mask on when entering the building
- Staff are required to wear masks in all common areas and when unable to maintain a physical distance of one metres
- School visitors, including parents/guardians, are required to wear a mask/face covering when on school property
- Students are encouraged to bring their own re-usable mask to school to use.
- Staff will be provided with re-usable and disposable masks to distribute to students when they do not have a mask. The front office will also have masks available.
- There will be periodic announcement reminders and a review of the COVID procedures video with students and staff, modelling how to properly don and dispose of masks.

## Physical distancing

The health and safety guidelines indicate physical distancing is not always possible with children. Where not possible, risks are being reduced by increasing other measures like handwashing, cleaning and disinfecting, and making sure students and staff stay home when sick or showing symptoms.

To support safe spacing, manage traffic flows in common areas, and limit mixing of different groups of students, our school is taking the following measures:

- Grade 8 & 9 students have staggered class times and breaks from the Grade 10-12 students. This will limit the number of students in the halls at any one time.
- Hallways and classrooms are clearly marked with directional arrows and social distancing signs. Classrooms and staircases also have designated entrance and exit access.
- All classrooms will have individual desks, or tables with one chair, that are appropriately physically distanced

## Hand washing and sanitizing at school

Students and school staff will be required to wash their hands for 20 seconds with soap and water or sanitize their hands frequently during the school day.

When students should wash their hands	When staff should wash their hands
<ul style="list-style-type: none"> <li>• Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions)</li> <li>• Whenever hands are visibly dirty</li> <li>• After using the washroom</li> <li>• Before eating and drinking</li> <li>• After sneezing or coughing into hands</li> <li>• Before and after any transitions within the school setting (e.g. to another classroom, indoor-outdoor transitions)</li> <li>• Whenever hands are visibly dirty</li> </ul>	<ul style="list-style-type: none"> <li>• After using the washroom</li> <li>• Before eating and drinking</li> <li>• After sneezing or coughing into hands</li> <li>• Before handling food or assisting students with eating</li> <li>• After contact with body fluids (i.e., runny noses, spit, vomit, blood)</li> <li>• After cleaning tasks</li> <li>• After removing gloves</li> <li>• After handling garbage</li> </ul>

Students and staff will be able to wash hands at available sinks in the school. Hand sanitizing stations will also be located:

- In the front foyer
- At the Front Office counter
- In the doorway of every classroom
- At the front desk of the Library
- In all Counselors and Administrators offices
- Students have been provided their own refillable bottle of hand sanitizer that can be refilled from bulk supply at school

## Cleaning and disinfecting the school

Government of Yukon custodial staff will be cleaning and disinfecting the school with disinfectants approved by Health Canada. They also follow [cleaning and disinfecting guidelines](#) set by Yukon's Chief Medical officer of Health.

High-touch areas and equipment, including shared items for learning will be wiped down and cleaned more frequently.

Staff and students may also take part in support cleaning efforts. Students will be asked to help out by washing their hands, cleaning their desk and cleaning up after using shared items for learning, just like they usually would.

In each classroom there will be a bottle of hard-surface hydrogen peroxide based sanitizer that will be used to disinfect all hard surfaces (e.g., desks, chairs, tables) in between classes. Students will be asked to ensure that their desk is free of any debris or visible dirt prior to student or staff sanitizing the surfaces.

### Supporting safe habits at school

Teachers and school staff will go over these health and safety routines regularly with students. Parents are also encouraged to review these health and safety routines regularly with their child or children. This includes:

- Washing hands with soap and warm water for 20 seconds
- Wearing a mask in common areas and where physical distancing is not possible
- Using hand sanitizer when you can't wash your hands
- Coughing and sneezing into our elbows
- Using a tissue to blow our nose, and then throwing the tissue in the garbage
- Keeping a 2-metre distance from your friends and teachers as much as you can
- Making sure your child or children tells you when they are sick or showing symptoms
- Staying home when they are sick or showing symptoms

### School start and end times, and recess and lunch

Our school day will start at 8:40 am for all students and end at 3:04 for Grades 8 & 9 and 3:10 for Grades 10-12. Our class transitions and lunch breaks will be staggered for different groups of students. Students and Parents have been informed that students may go directly to their classes upon arrival to school. Students in Grades 8 and 9 will eat their lunch in their Period 2 class and then either go outside or remain in that class for the remainder of the lunch break. Students in Grades 10-12 who are waiting for transportation are required to either remain in their class or wait outside the school.

### Drop-off and pick-up

Students, parents and school staff should maintain a 2-metre distance during drop-off and pick-up times as much as possible.

Parents should not enter the school while waiting to drop-off or pick up their child. They should wait in their vehicle or in the designated waiting area.

### Water bottles, food and meals

Students are encouraged to bring their own water bottle for the school day to reduce contact at the water fountains. When and where possible all non-touch water fountains will be either shut off or put out of use by being covered. Dispensers with disposable cups have been installed in multiple locations by water fountains.

There will be no sharing of food or drinks between students at the school this year. Any meals available at the school will be served in individual portions or packaged in single-use, food grade packaging.

The cafeteria will operate a rolling cart with a limited menu for Grade 8 & 9 students and school staff. Grade 10-12 students will leave the school at lunch time.

### Visitors and public access to the school

Parents and other guests should limit visiting the school where possible. We understand there may be times where you must visit the school building.

When visiting the school, parents and visitors to the school must:

- Enter and exit through the front doors of the school only
- Sanitize their hands when entering the school
- Maintain physical distancing while in the school
- Complete the Covid-19 sign in sheet
- All visitors will be required to wait in the designated office waiting area on the right hand side of the front doors until greeted by Office staff
- All visitors will be required to document and disclose all of the rooms they used while in the building

### Programming during the 2020-21 school year

#### Contacting the school for learning supports

Contact the teacher first if your child needs additional or different supports for their learning.

If you still have concerns with the supports being offered, please contact the school to ensure the school principal is able to follow-up.

The school can be contacted at: (867)667-8044 or [pcss@gov.yk.ca](mailto:pcss@gov.yk.ca)

#### Learning for Grades 10-12

Students in Grades 10-12 will be scheduled for half-day, in-class instruction and half-day learning away from school five days per week. This will limit the number of students in our school at any one time, and allow us to manage safe spacing.

Grades 10-12 students will still learn the full curriculum for their courses and be expected to complete their coursework during the half days that they are learning away from school. Teachers will follow a [blended learning model](#), providing a mix of in-class instruction and self-directed, teacher-guided learning while away from school.

Teachers will continue to work with students and families to ensure the student's learning needs are being met. Supervised study halls will also be available virtually and in-person to support these students in Grades 10-12.

Students with disabilities or who need additional support:

- A Learning Support space for students who require extra support or tutoring will be available for students in Grades 10-12. Attendance to Learning Support is on a drop-in basis, however there will be a limited number of spots reserved for students at any grade level, based on consultation with Administration.
- After School tutoring is available Monday through Thursday from 3:15 - 4:30pm
- Special Education Programs, like H.O.P.E and A.B.L.E, will run full day programs.
- Daily Learning Assistance will be available to all students who have learning support plans through

consultation with their Case Managers.

## Scheduling for Grades 10-12:

### Day 1:

Block A: 8:40-9:50  
**Transition: 9:50-9:55**  
Block B: 9:55-11:05  
**LUNCH 11:05-11:50**  
**Blended Learning Support Block: 11:50-12:45**  
Block A: 12:45-1:55  
**Transition: 1:55-2:00**  
Block B: 2:00-3:10  
Dismissal **3:10**

### Day 2:

Block C: 8:40-9:50  
**Transition: 9:50-9:55**  
Block D: 9:55-11:05  
**LUNCH 11:05-11:50**  
**Blended Learning Support Block: 11:50-12:45**  
Block C: 12:45-1:55  
**Transition: 1:55-2:00**  
Block D: 2:00-3:10  
Dismissal **3:10**

- Students with last names starting with **A-K** will come in the mornings on **both Day 1 and Day 2** from 8:40-11:05am.
- Students with last names starting with **L-Z** will come in the afternoons on **both Day 1 and Day 2** from 12:45-3:10pm.
- For equity purposes, this will switch in Semester 2.
- WILD (gr. 11-12 Wilderness Initiatives for Leadership Development) program students will attend all day in second semester as a class cohort. Our LEAD program students have also been cohorted in order to meet their program requirements.

## Technology and Devices

Students who have access to a personal device are being asked to use their own device for learning. This will enable schools to work with other students who do not have access to devices to provide support.

School principals and teachers will work with students who do not have access to a device at home to support them in their learning while away from class.

If a device is needed, students and families should:

- Apply for technology through Computers for Schools Yukon: <https://cfsy.ca/>

If a student is not able to access the internet while learning away from class, teachers will work with students to ensure they are able to complete their work in other ways.

Please ensure you or your child make the teacher or the school principal aware of any concerns you may have so we can ensure learning is being provided in a way that meets your needs.

## Learning for Grades 8-9

Students in our Grade 8 and 9 classes will be able to attend in-class instruction, full-time for five-days a week. During the school day, these students will attend their regular classes, while following health and safety guidelines. They will learn the full school curriculum.

Scheduling for students in Grades 8&9:

Block 1: 8:40-9:59

**Transition: 9:59-10:04**

**In-class Brain Break: 10:04-10:11**

Block 2: 10:11-11:30

**LUNCH 11:30-11:50 Supervised in-class**

**11:50-12:15 Movement Break / Outside Break**

Block 3: 12:15-1:35

**Transition: 1:35-1:40**

**In-class Brain Break: 1:40-1:46**

Block 4: 1:46-3:04

**Dismissal 3:04**

Additional information about learning and programming for Grade 8-9 students:

- SASE (gr. 9 Science and Socials Experiential) program students will attend all day in second semester as a class cohort.

## Learning at home if a student can't attend school

Students must stay home if they are sick or have symptoms of COVID-19. If a student is unable to attend school, they will be provided their course work by their teacher as they normally would.

If a student is away for an extended period of time, they will be provided their coursework and they will be supported in their learning through:

- The teacher or EA will support and follow up with any Grade 8 and 9 students who will be temporarily absent due to illness.
- The blended learning component of Grade 10-12 classes will support students during temporary absence due to illness.

If you are planning for your child to be away from school for a whole semester or the whole school year, please contact the school principal to discuss options.

## School supplies and sharing learning materials

Sharing of school supplies and learning materials will be limited as much as possible. If shared, materials need to be cleaned and disinfected.

To limit sharing, all students are required to have their own school supplies. A list has been sent home to outline the supplies students will need.

Some classes may use some shared learning materials, such as dissection trays, calculators, computers, and other materials for learning, but they will be cleaned and disinfected using soap and water, hard surface disinfectant, or a disinfectant wipe. Students will be asked to wash or sanitize their hands before and after each use.

Paper-based materials like text books, books and paper handouts are okay to use and share as outlined in the health and safety guidelines.

Students in Grade 8 and 9 have been assigned lockers throughout the school. In order to support physical distancing, students have access to their locker only during selected times. Please see the following Youtube link for further information about lockers at PCSS: <https://youtu.be/c2IFYwJT0P8>

## Libraries and computer labs

Our school library will remain accessible for students and staff and we will continue to allow books and other resources to be borrowed from the library.

Starting December 1<sup>st</sup>, 2020 the library will be open at lunch from 11:50 -12:10pm

- Students will be required to wear masks in the library space during lunch
- Students will be required to sanitize hands when entering and exiting the library
- Maximum 40 students in the library
- Maximum of 4 students per table

Students and staff will be able to access the computer lab and use other IT equipment while following these measures:

- Computers in computer labs will be 2-metres apart where possible
- Students will be required to wash or sanitize their hands before and after using computers and other shared IT equipment
- Computers and other shared IT equipment will be cleaned after each use using disinfectant wipes; students and staff will be asked to support this effort

## Recess, gym and playing on the playground

Weather permitting, recess breaks and gym classes will take place outdoors. Students and families are asked to ensure they have the proper clothing for playing outdoors.

Starting December 1<sup>st</sup>, 2020 the Gym will be open at lunch from 11:50 -12:10pm for grade 8 and Grade 9 students

- Access will be based on a Day 1, Grade 8 students and Day 2, Grade 9 students' rotation
- There will be a designated entrance and exit, with a maximum of 50 students allowed in gym
- Students will be required to sanitize hands when entering and exiting the gym
- Only 2/3 of the gym will be available, the other 1/3 will be for students waiting for 3<sup>rd</sup> period gym class

When gym class is indoors, we will follow the [health and safety guidelines for sport and recreation](#).

## School field trips

The health and safety guidelines allow field trips within Yukon and Canada as long as public health and safety guidelines are followed. This includes allowing:

- Outdoor overnight trips if students sleep in their own tent or are only partnered with a family member
- Hotel stays, as long as no more than two students are in each room

Our school will be assessing any planned school field trips on a case-by-case basis and will provide updates to students and parents directly through the school year.

International field trips are not currently permitted.

## Music and cooking classes

Updated health and safety guidelines for singing and playing music have been provided:

<https://yukon.ca/en/health-and-wellness/covid-19-information/industry-operating-guidelines-covid-19/singing->

[and-music](#). Band and the playing of musical instruments as well as singing has begun with the implementation of the new guidelines.

Cooking classes are also able to continue while meeting the health and safety guidelines, including washing hands before cooking, limiting sharing of equipment and cleaning and disinfecting surfaces between each class.

There is further detailed information in our full School Operational Plan. Music and cooking class teachers will share changes or additions to how they are adapting their programs once the school year gets started.

### Extracurricular activities (school sports, music, arts, other programs)

We will be assessing extracurricular activities throughout the school year and determining any changes or adaptations that may be needed.

Any extracurricular activities will follow the same health and safety guidelines for K-12 school settings, and any additional health and safety guidelines that apply. For example, updates for Sports and recreation as well as singing and music have been provided.

Sports and recreation guidelines: <https://yukon.ca/en/health-and-wellness/covid-19-information/industry-operating-guidelines-covid-19/sport-and-recreation>

Singing and Music guidelines:

<https://yukon.ca/en/health-and-wellness/covid-19-information/industry-operating-guidelines-covid-19/singing-and-music>

This plan will be updated as further guidelines or information from the CMOH becomes available.

### For more information:

We will be providing regular updates to students and families during the school year through e-mail and on our school website.

Visit the following websites for more information:

- School website: <http://www.pcssrams.ca/>
- Yukon.ca information on education and schools during COVID-19: [yukon.ca/en/education-and-school-supports-covid-19](https://yukon.ca/en/education-and-school-supports-covid-19)
- Yukon.ca information on COVID-19: [yukon.ca/en/covid-19-information](https://yukon.ca/en/covid-19-information)
- “Should my child go to school” traffic light poster: <https://yukon.ca/en/health-and-wellness/covid-19-information/health-and-safety-schools-covid-19>

Watch PCSS’s Open house video for a guide on the new COVID - 19 protocols:

<https://youtu.be/7XaNx8NRqN8>

If you have any questions or concerns, please contact: (867) 667-8044 or [pcss@gov.yk.ca](mailto:pcss@gov.yk.ca)