



August 28, 2020

Please read carefully the information on this site to gain an understanding of the measures we are taking to provide for the safety and health of our students. The CBE will continue to make adjustments as our context changes. While this plan is set for now, updates are expected via the CBE corporate website. Parents are advised to check regularly.

Additional information for Preschool and Kindergarten is available on the website: [Parent Guide to Re-Entry for Early Childhood Services – Preschool and Kindergarten](#).

We are asking that families start the first day back to classes following our new procedures.

It is necessary that students be assessed at home before coming to school every day using the Alberta Health self-screening form. The following link will allow you to download the most current Alberta Health daily checklist. Please print a copy of the [Self-screening Questionnaire](#). Students showing symptoms as described on the [Self-screening Questionnaire](#) **must** remain home.

The school will not be collecting this information, please ensure that you are screening daily. This will be a great opportunity to build independence with your child - consider posting the self-screening questionnaire in a central space that you could review together each morning.

All absences must still be reported to the main office (403-777-7590). Please notify the office if you are staying home due to symptoms and follow 811 instructions.

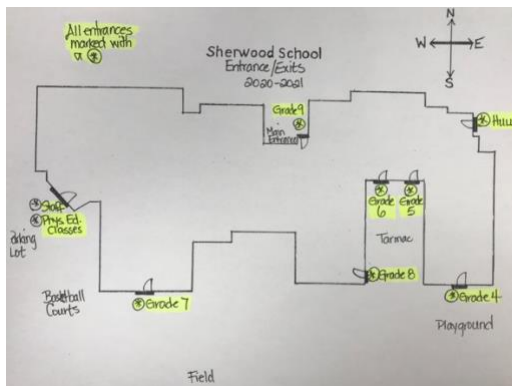
Please also check the CBE website <https://cbe.ab.ca/Pages/default.aspx>, and the Sherwood Website <https://school.cbe.ab.ca/school/Sherwood/Pages/default.aspx> daily for the most up to date information.

Further Health Measures:

- Adults who need to enter the building must go to the main entrance doors at the front of the school and ring the bell for entrance. Please maintain physical distancing as per floor markers both outside the building and inside the office. When inside the office please stand on the designated markers behind the Plexiglas. Mask protocol is to be followed. All adults entering the building must also sign in to allow for contact tracing when needed.
- When possible, all forms required can be filled out independently with sanitized clipboards and pens to be collected at the door or inside the main office.
- Student pick up will occur outside the school and away from all exit doors, families should designate a meeting muster point. For pick up during class times, the above protocol is to be followed and students will be contacted

via phone through office staff with arrangements made on a case by case basis.

- When students or families find there are large groups around you must physically distance using the 2-metre guidelines provided by AHS.
- If your child requires support to enter and/or exit the building, please contact the Sherwood office and we will develop a plan with you to support your child.



Staggered Start to School Year:

We are beginning our school year by limiting the number of students entering the school over the first two to three days. The purpose of the plan is:

- To ease the transition of students into school,
- To spend time with smaller groups familiarizing them with our health measures,
- To facilitate physical distancing while teaching the protocols of our health measures.

Because of bussing, staggered entry days are full day.

Students will attend 2 days during the week of September 1-4. Each student will attend during their designated staggered entry day (as listed below) and all students will attend on Friday, September 4. (Eg, if you are a grade 4 student you will attend full days on September 1 and September 4 only, Grade 5 students will attend September 2 and September 4 only.)

Staggered Entry

- **Tuesday, September 1: ONLY Grades 4 and 7** attends 8:10am-2:50pm
 - Grade 4 enter through South East playground doors
 - Grade 7 enter through South West doors beside basketball courts
 - **Wednesday, September 2: ONLY Grades 5 and 8** attends 8:10am-2:50pm
 - Grade 5 enter through East Compound doors
 - Grade 8 enter through West Compound doors by Basketball hoops
 - **Thursday, September 3: ONLY Grades 6 and 9** attends 8:10am-2:50pm
 - Grade 6 enter through West Compound doors
 - Grade 9 enter through Main entrance front doors
 - **Friday, September 4: ALL Grades 4-9 Students attend 8:10am-12:30pm**
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- Parents and students must physically distance on school property and line up outside of their designated doors using a 2-meter distance rule and parents must remain outside the building.
 - Students will meet their Teachers outside of the school at their entrance door upon arrival, teachers will each have a sign with their name and grade on it for visibility.
 - All entrance doors will be labeled with the appropriate Grade.

- **All bussed students will exit the bus and go immediately to their designated doors**

What to bring the First Day:

- Students will wear one pair of shoes at school. Shoes must be appropriate for gym class and outdoor activities (Eg: running shoes vs. Flip Flops)
- A backpack that is large enough to hold a large picture book or binder
- A water bottle that will go home to be cleaned and refilled each day
- A healthy snack. Students who will be staying for lunch will need a lunch kit for their lunch. Please ensure this kit is labelled and that all cutlery required has been included.
- Students will be provided two reusable masks. They may also bring their own non-medical masks to wear. Please ensure your mask has appropriate patterns and no offensive slogans or saying.
- Please send a small Ziplock bag labeled with your child's name where they can store their mask during mask breaks.
- The school has many hand sanitizing stations for students to use. Students may wish to bring small personal bottles of hand sanitizer that they can keep at their own spot.

Exit at the End of the Day:

- All student will be dismissed from their homeroom and exit their classroom, follow appropriate floor arrows and exit the building through their designated doors.
- Bus supervisor will guide students to their appropriate location.
- **All bussed students will exit as above and head directly to their bus, line up (physically distanced) and load from back to front as per seating plan.**

- **Health Measures:**

- All Sherwood Staff will complete the COVID-19 training.
- A school wide PowerPoint will be shared with all staff and students to provide an opportunity to define and emphasize all COVID-19 protocols as well as school specific rules and routines. This will be done during staggered entry days.
- Frequent handwashing will be directed and encouraged. For times when handwashing is unavailable, student will be directed to follow sanitization protocols.

Hand Washing: Students will be instructed on the location of hand sanitizers and reminded to use them frequently.

- Posters are prominently displayed on walls in classrooms, by sinks and inside washrooms with AHS guidelines and reminders to wash your hands.
- Hand sanitizing stations are located at all entrances, exits, inside the door of each classroom entrance, classrooms without sinks and near high touch equipment.
- Sanitizing posters are prominently displayed on walls in classrooms, by sinks and inside washrooms with AHS guidelines and reminders to wash your hands.
- Hands-free sanitizing stations will be placed at all entrances
 - To begin we will have these stations at the parking lot and front doors.

- Staff will review handwashing and sanitizing protocols with students during the staggered entry days and ongoing as part of the Health curriculum.

Illness before school:

- Students exhibiting COVID-19 symptoms as identified on the daily checklist should not come to school.
- Families should develop a plan for how to support and supervise students who are ill.
- [Self-screening Questionnaire](#).

Illness at school:

- Students exhibiting signs of illness will be moved to one of the two infirmary rooms in the main office.
- Infirmary will be closed off and students will be monitored by staff.
- This area will be thoroughly cleaned and disinfected after the student has left and a sign will be placed on the door and the door will remain closed and locked.
- ***It is critical parents / guardians or a pre-identified emergency contact to pick up an ill child within an hour of being contacted by the school.*** This information must be indicated in PowerSchool, please consider adding an additional pick up contact for us to call.

Masks: Masks are mandatory for all students from kindergarten to grade 12. This includes classrooms and public spaces such as hallways, learning commons, bathrooms, etc. [Mask guidelines](#) are now available and provide details about mask use in our schools and workplaces, including information about the times and locations masks must be worn, when mask breaks can occur and who may be exempted from wearing masks.

We recognize that our students may have little or no experience with safety practices such as physical distancing and mask wearing. As we would with any other learning, we will assess each student's level of understanding and provide them with the teaching, guidance, coaching and encouragement at an age appropriate level, to ensure safety for themselves and their school community. These mask guidelines align with the consistent practice of developing citizenship and a shared social responsibility.

Habits are hard to break and forming new habits takes time. Students and staff who struggle to follow AHS or CBE guidelines will be gently corrected and supported over time. It is the CBE's expectation that staff and parents/guardians will support all risk mitigation practices. In the event a student repeatedly and intentionally fails to follow guidelines, the school may respond consistent with CBE's progressive discipline administrative regulation.

- As the Mask protocol states, "For Grades 4-12, masks will not be needed when students are seated within their cohort(s) and physical distancing is achieved." In most cases, classroom configurations and physical space at Sherwood (eg. Desk spacing, table seating, etc.) mean that students will be required to wear masks while in their classrooms.
- When staff are working with students with special needs where wearing a face covering/mask would impact learning, a mask can be removed.

Additionally, specialized masks with see through windows may be used to support learning needs.

- Teachers will also build in time during the day to take breaks. Masks will not need to be worn during recess, physical activity or when eating or drinking.
- During mask breaks, it will be important for students and staff to follow other precautionary measures like physical distancing and hand hygiene.
- Mask guidelines, including support for students and staff who are unable to wear a mask due to medical conditions or other needs are linked above.
- Mask exemptions will be reviewed on a case by case basis and will be documented through the Student Health Plan.
- There are mask guidelines, care and wearing instruction posters placed in multiple spaces throughout the school.
- Re-useable masks must be washed daily following AHS guidelines.
- Masks will be worn in all common areas and in all classrooms by staff and students.
- Wearing a face shield will also require wearing a mask.
- “Mask breaks” will be designated when students are in outdoor spaces (physically distanced) and while eating in-class at their desks during lunch as well as outdoor lunch recess and outdoor physical education classes.
- Staff will review these guidelines as part of our staggered entry school wide student training messaging.
- Masks will also be required to be worn on all public transit and public-school buses.
- Each student will be provided 2 re-useable masks from the Alberta Government, please consider adding masks to your back to school supply list as students will require a minimum of one mask per day.
- If students forget their masks, we will have a limited number of disposable masks available.
- Teachers will have extra masks in their classrooms and there are also extra masks in the office.
- When staff are working with students with special needs where wearing a face covering would impact learning, a mask can be removed
- Teachers will also build in time during the day to take breaks. Masks will not need to be worn during recess, physical activity or when eating or drinking.
- During breaks, it will be important to follow other precautionary measures like physical distancing and hand hygiene.

Volunteers and Guest Visitors:

- Although volunteers are valued members of our community in their support of our students, to minimize outside contact of established student cohorts, there will be no volunteers working in the school. Individuals are encouraged to communicate with the school through email or by phone.
- In-person guests such as guest speakers and artists in residence will not be invited into schools to minimize outside contact of established cohorts. We will be accessing virtual online options for these learning experiences.
- Existing partners that work alongside students to support learning will continue.
- These decisions will be revisited throughout the year.

Parents Contacting the school:

- Parents, please contact Sherwood School by phone or email rather than entering the school.

School supplies: Schools will be providing student supplies e.g., pens, pencils, erasers etc. Students are not to share their personal supplies, e.g., pencils.

- Basic classroom supplies have been purchased by the school through parent fees and will be separated and distributed the first day of school.
- Each student will be provided with the same materials for each grade level as teachers have coordinated their orders.
- Pencils, pens, erasers, rulers, notebooks, visual journals, duo tangs, paper and binders, etc. will be provided to students.
- Student supplies will be labeled in class during staggered entry. As always, your child is welcome to bring additional supplies to school. Please label your child's belongings and materials as sharing of supplies will not be permitted.
- Students will keep their supplies on their desks during the day and will place in their backpacks at the end of each day.
- School Supply lists of possible additional items required are posted on our Sherwood website and specific items required by each cohort team will be shared out in the first days of school.
- All students will keep their supplies to themselves at their own workspace.
- Students should only bring the materials to school that they will need for that day's activities.
- There will be no shared supplies.
- Students will be directed not to share supplies or electronic devices.
- Teachers will plan learning activities to reduce or minimize shared materials and text books.
- All shared items/equipment (Eg. Gym equipment) will be sanitized after each use.
- Students will wash or sanitize their hands after using all shared items.
- Our school configurations with homeroom cohorting and pods in upper grades will support the least amount of sharing of materials between homerooms and minimize cohort mixing.

Off-Site Trips:

- Off-Site (Field) Trips will not be taking place at this time. There will be no trips that require bussing.
- Student may be able to engage in walking field trips only where cohorting can remain intact and that follow walking field trip guidelines of 2.0 km radius.

Physical Set up of Schools

Physical Distancing:

Schools will arrange and monitor physical distancing when and where possible as outlined in the Alberta Education's K-12 School Re-entry COVID-19 information: [Guidance for schools re-entry Scenario 1.](#)

Classroom set-up:

- Desks are arranged in rows with students facing forward.
- Where possible, desks/tables will be placed 2 meters apart.
- Where a 2-meter space is not possible due to classroom. configuration, the following will be in place;
 - Number of students at tables will be limited.
 - Students will face forward
 - Masks will be worn at all times
- Seating plans are mandatory and will be in place for every class.

- Students will keep all of their supplies with them at their designated space.
- A bathroom sign-out will be used for tracking students leaving and entering the classroom – bathrooms will be designated to classes in specific areas of the school to discourage cohort mixing.
- All soft furnishings have been removed from classrooms and hallways.
- Seating has also been adjusted and couches and chairs removed that do not provide appropriate social distancing (Eg. Couches and large chairs, bean bag chairs, carpets, etc.)

Hallways: will be two-way with floor markers (arrows) indicating directions all student will be expected to stick to the right.

- Floor markers will indicate flow and direction in hallways, doorways and any T-intersections.
- Teachers will be available when students are in hallways to direct traffic flow and remind students to physically distance.

Cohorts: Where possible, schools will organize students and teachers into groups and teachers will move to classes rather than students changing class locations.

- Students will be cohorted by homeroom in grade groupings. Each homeroom will be a cohort.
- Students will remain in classroom cohort when in the building and may be in their grade cohort when outside.

Classroom Instruction:

- In grades 4-6 all students will remain with their homeroom or grade based cohort teacher for all subjects throughout the day. Students will stay in their classroom with their homeroom/cohort teacher will move to them.
- Additional adults they will interact with will come to their classroom for example, Music teacher, Phys. Ed., education assistants, student services support and lunchroom staff. Students may move with their cohort to the music room, or to outdoor spaces.
- In grades 7-9, we have reconfigured our classroom placements to cohort by homeroom in each grade and by graded Pods. There will be a Grade 7, 8 and 9 Pod and each Pod will be designated to their own hallway
 - For example, each grade 7 classroom is an independent cohort and all grade 7 classes will be together in one 'wing' of the school. Students will be assigned a homeroom space and will stay in this space for the day while their Pod Teachers move. Each Pod will have 4-5 teachers assigned to them to provide consistency in teaching staff and minimize the number of teachers in contact with students. This same model will be used for grade 8 and for grade 9.

Outdoor Learning: Staff will be utilizing outdoor spaces for learning as frequently as possible. Students will intentionally be provided numerous opportunities to engage in outdoor learning opportunities. We are gifted with a huge school yard consisting of vast soccer fields, football fields, ball diamonds, trees, and a playground. Teachers are working to explore Land Based Learning opportunities that weave seamlessly with the Alberta Program of Studies. Land-based education assumes an environmental approach to learning that recognizes the deep connection and relationship of Indigenous peoples to the Land. It seeks to offer education pertaining to the Land that is grounded within Indigenous knowledge and

pedagogy. Teachers are being presented with various resources as well, Professional learning opportunities.

- When outside Teachers will ensure they chose an area conducive to working comfortably for the time designated.
- Teachers will also ensure that they are either within a homeroom cohort or within a Pod or Grade group cohort.
- Teachers will utilize outdoor spaces for such learning as (but not limited to);
- Student Health and Well-Being activities.
- Health curricular outcomes such as Mindfulness.
- Land Based Learning opportunities (sit spots, environmental connections, writing, science exploration, mathematics in nature, etc.)
- Movement breaks.
- Active learning opportunities where students can walk and think, work with a partner (physically distanced).
- Cooperative games.
- Physical Education classes.

D2L/Google Classroom

- All teachers will maintain a grade based D2L (grade 6-9) or grade based Google Classroom (grade 4 and 5) where students can access their assignments and work as needed (eg., if a student is ill or absent)

Complimentary/ Enhancement Courses (Grade 7-9):

- We are planning with student safety in mind knowing that student choice is also an important part of learning. We will be adapting our planning for certain subjects (Foods, Construction, Music, etc..) as the guidelines for such classes are updated frequently as per AHS guidelines.
- Each Pod will operate on an Enhancement wheel for rotating Career, Technology and Fine Arts (CTF) instruction. Enhancement teachers will be a part of each grade Pod and will go to the cohort classroom to provide daily instruction approximately every 8 weeks. We are enrolling each homeroom into CTF multi-clusters. This will allow each teacher who works with a homeroom to input CTF marks for their rotation.

Currently:

- Some enhancement classes may be limited due to changing AHS findings. At this time, we will be exploring enhancement courses such as but not limited to: Virtual singing, music history/theory, Foods classes where a “Food Truck Wars” like scenario may be used, construction with independent projects, etc.

Breakfast Program:

- We will not be able to support food handling at this time. Please come prepared having eaten breakfast before you enter the building.

Nutrition Break/Recess: We are providing each cohort with an area outside that supports physical distancing and promotes play and physical activity. Playgrounds will follow the guidelines of [Alberta Guidance for Playgrounds](#). For this year, staff who would normally be providing supervision at playgrounds during this time will be supervising other areas of the school yard. With this in mind, schools will not be assigning staff to supervise playground equipment before or after school. To

support student safety and to decrease the mixing of cohort groups, playground equipment will be closed to students before and after school.

Nutrition Break/Recess (Grade 4-9):

- Each cohort will have daily recess and may include their grade cohort.
- We will have a flexible nutrition break and each teacher will take their cohort outdoors for movement breaks in either the morning or afternoon dependent on their lunch times and will be staggered throughout the day.
- Cohorts will separate into different outdoor areas (Playground, basketball courts, tarmac, fields, etc.) and will rotate to allow for all students to access all areas over the course of a week each area will be assigned to a specific grade cohort to support physical distancing and promote play and physical activity.
- Staff will use markers (pylons) to separate areas and allow for safe play and physical activity.

Lunch: Cafeterias and canteens will follow the Alberta government's strict [COVID-19 health guidelines](#). Numbers in eating areas will be limited to less than 100 students. A reminder that students are not to share food or drinks.

Lunch: Cohorting will be maintained as much as possible. During this time, we will rely on students reporting in case of a need for contact tracing occurs.

- **Reminder that students are not to share food or drinks.**
- Students will be eating in their classrooms at their desks and supervised by a lunchroom staff.
- Seating plans will be in place for lunch.
- All students will wash their hands before and after eating.
- Students will not be able to share food.
- Microwaves will not be available – do not send food that needs heating.
- Students will be required to bring their own cutlery.
- Schools will not be able to support any food brought into the school or delivered to school.
- School vending machines will not be in service.
- If a student forgets a lunch families will be responsible to work out a solution on a case by case basis.
- Student will remove their masks while eating.

Grades 4-6

- Lunch will be staggered within the grades
 - Grade 4: eats at 11:00am-11:30am, outdoor at 11:30am-12:00pm
 - Grade 5: eats at 11:30am-12:00pm, outdoor at 12:00am-12:30pm
 - Grade 6: eats at 12:00pm-12:30pm, outdoor at 12:30pm-1:00pm
- All students will eat with their cohort in their classrooms and will be supervised by our lunchroom staff.
- After eating, all students will have a supervised outdoor recess time as indicated above following recess routines and expectations (as above).
- Desks will be cleaned while students are outdoors.
- Students who go home for lunch will go home at the designated times above and will leave and enter through their designated grade doors.
- Additional staff will be supporting supervision outdoors in all designated areas.

Grades 7-9 continue to have an open campus model

- Students who chose to leave the building will not be permitted to re-enter until the end of their designated times and the re-entry bell.
- Students must enter through their designated entrance doors at all times.
- No food or drink items will be allowed into the school during or after lunch.
- Students who chose to stay in the building:
 - Student will eat in their classrooms supervised by teaching staff from 12:00pm-12:30pm.
 - All students will have the opportunity to go outdoors at 12:30pm.
 - During inclement weather, students will be provided the opportunity to stay in their classroom spaces during the entire lunch hour.
 - Indoor hallway and gym spaces will be designated for each grade Pod.
 - All outdoor spaces will be designated as per Nutrition Break/Recess protocols.

Water bottles: Students are encouraged to bring their own water bottles to fill and have available over lunch and at their desks during the day. As a high touch area, water fountains will be sanitized regularly. The use of water bottles will limit movement in the hallways. While water fountains and sinks are open for filling water bottles, many fountains are too close to allow physical distancing and in these cases one fountain/sink has been taped off to ensure student safety.

Common Areas: Consideration has been given to managing student numbers where students often gather. School settings will limit student gatherings to less than 100 students. All large gathering areas such as Archer Square, the Foyer and the Gyms will be designated to specific grade groupings on a rotating basis as needed to prevent cohort mingling.

Learning Commons:

Resources

- Protocols are in place to provide for the use of resources for students. Students will not be permitted to go to the library to take books out, however they will be introduced to the digital sign out process. Learning Commons Assistant will work with teachers to compile classroom books to be assigned to specific students within a classroom cohort. All books will be stored in class specific buckets for 3 days before being checked in and added back into collections.

Physical Space:

- This space will be used as a break out space for the Grade 9 cohort to manage student numbers if needed.
- Used for Drama Enhancement classes.

Hallways:

- Directional arrows have been placed on the floor in all hallway areas to identify student flow.
- Students will move through hallway in their cohorts supervised by staff.
- Students may use hallways to access bathrooms, bathrooms will be designated to each grade Pod and lists will be used for contact tracing.

Gym:

- The Auxiliary (small) gym will be used by grades 4-6 and Hull
- A schedule will be followed to allow for cleaning and to limit equipment use
- Outdoor physical activity will be a first choice (weather permitting)
- The Main (large) gym will be used by grades 7-9
- Athletic Director will coordinate sports equipment and schedule
- Outdoor physical activities will be a first choice (weather permitting)

Storage of Student Belongings / Change Rooms

Lockers: In order to support physical distancing, no lockers will be used. Lockers will be locked to prevent use. Locker and coat hook use will be re-visited throughout the year.

- Lockers will not be used at this time to support physical distancing and avoid students gathering in large groups.
- This may be adjusted as future AHS guidelines change.
- Students will keep all belongings in their homeroom classroom.
- Students will have a designated space to store their belongings within the classroom and students will have access, spacing and labelling of items will allow for separation of belongings
- Indoor shoes/outdoor shoes be stored for the younger students will be stored beside their assigned desk space

Cell Phones: we continue to have a no-cell phone 'bell to bell' policy. Cell phone use will not be permitted during instructional time.

- we understand that students will now have their cell phones in the classroom in their backpacks.
- cell phones are not to be used or accessed during the school instructional times.
- cell phones may be mitigated as needed and stored in a safe place within the classroom or office if needed.
- Student belongings will be stored in their homeroom classes during physical education classes in junior high
- At this time, students will not be changing clothes for Physical Education classes. Students must come prepared for all weather.
 - Student must bring indoor shoes to wear when inside the gym
- Staff will plan activities to access outdoor spaces as frequently as possible, please ensure your child dresses for the weather.

Change Rooms: There will be limited access to locker rooms to prevent gathering. At this time, change rooms will not be accessed. Students will be required to dress for the weather as Phys Ed classes will be held outside whenever possible and activities will be designed for this purpose.

- When re-opened:
- Capacity will be limited and physical distancing protocols followed when use is necessary. Floor markings will be used to indicate where students must stand when changing to ensure adequate spacing.
- The entry and exit of students into a locker/change room will be monitored and staggered in order to provide physical distancing.
- Students are to hand wash/sanitize upon entering and exiting.
- Students will need to remove their belongings from the locker/change room.
- Locker rooms should be disinfected between classes/cohorts.
(Implementing School Re-Entry Guidance, August 20, 2020, pg.11)
- Further details can be found at: [Guidance for Sport, Physical Activity and Recreation - Stage 2](#)

Washrooms: There will be supervised access to washrooms to prevent gathering.

- Washrooms will have a maximum occupancy of 3-4 depending on the specific location – signs will be posted and student will follow floor markings (blue tape) for socially. distanced waiting during high frequency times such as lunch.
- All cohorts will be assigned a washroom to use to mitigate large numbers gathering.
- Student tracking sheets will be used – students will sign out and sign in each time they leave the classroom.
- A cleaning schedule will be provided by Facility Operators and will also be cleaned as needed.
- A sanitizing schedule will be provided by Facility Operators and will be sanitized a minimum of 3 times per day and as requested when accessed frequently.
- In the event that a washroom is required to close for cleaning, signs will be posted and student will be instructed to use a secondary bathroom assignment.

Team Sporting Events and Activities:

The Calgary Middle Level Schools Amateur Athletics, has reviewed the Alberta Government document [Guidance for Sport, Physical Activity and Recreation - Stage 2](#) along-side [the 2020-2021 School Re-entry Plan](#) .

Well Being and Wellness:

- Wellness and well-being of students, staff and school communities is a priority for relaunch. Schools and staff are collectively responsible for fostering safe, caring and welcoming environments that provide a continuum of supports and services for their students' physical, social and mental well-being. As students return to in-person or hub learning, it will be essential to create a sense of safety in the classroom. A sense of belonging will develop as students and teachers engage in learning opportunities about what causes anxious feelings, how our bodies respond to stress, and strategies for resilience. Supporting students to gain the following key understandings and skills will help them develop a more positive sense of self as they confidently learn to regulate emotions during stressful situations.
- Sherwood staff are working alongside our Student Services Team (Principal, Assistant Principal, Resource Learning leader) to provide specific times and safe places to work with small groups of students alongside our Educational Assistants. While students may be working in small groups, these groups will be from the same cohort.
- The Physical Education and Health Programs of Study also have outcomes explicitly related to teaching social emotional learning, positive mental health, and physical health to create overall health literacy. Intentionally engaging students in opportunities to discuss and apply social-emotional competencies and supports will have a positive impact on their ability to feel regulated and ready to learn.

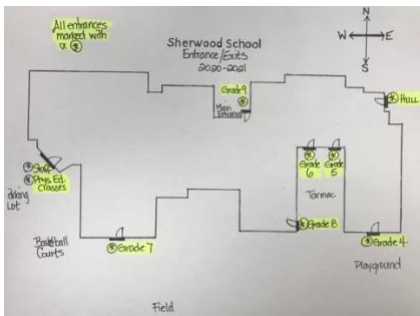
Movement in School:

We are minimizing occasions of large gatherings of students and managing movement overall of students in the hallways.

Entrances and Exits: All students will have assigned doors for entry and exit and directed movement in the building. See Map.

Designated entrances and exits:

- Grade 4 South East playground doors
- Grade 5 East Compound doors
- Grade 6 West Compound doors
- Grade 7 South West doors beside basketball courts
- Grade 8 West Compound doors by Basketball hoops
- Grade 9 Main entrance front doors



- Parents and students must physically distance on school property and line up outside of their designated doors using a 2-meter distance rule and parents must remain outside the building.
- Students will meet their Teachers outside of the school at their entrance door upon arrival, teachers will each have a sign with their name and grade on it for visibility.
- All entrance doors will be labeled with the appropriate Grade
- **All bussed students will exit the bus and go immediately to their designated doors**

- Other steps the school has taken to manage flow of traffic in the building:
- One-grade staircase for grade 8 access only, student will use only one staircase to allow for student distancing, when students arrive in the building are directed to go directly to their classroom, staff will open student doors and will be in the hallways to direct and supervise students to prevent large gatherings occurring.
- Arrival and departure times at school are the busiest times for our school. To assist in the movement of students and to support physical distancing we are implementing the following:

Entry:

- Walking students: students are discouraged from arriving early and staying at school after dismissal. Student doors will be opened at 8:10am and students will be supervised to enter directly to homeroom classrooms.
- When student arrive at school they will go directly to their designated door (by grade) and line up in their homeroom line following 2-meter social distancing between each other as per blue tape markings on ground outside each door.
- Students will sanitize their hands when they enter the building
- Students will be directed by homeroom teachers to enter the school and walk to their classroom.

- Students in Grades 5 and 6 will enter and walk one homeroom at a time with their teacher down the hallway keeping 2-meters apart (two arm lengths) from each other.
- All students will sanitize their hands once they enter their classroom
- Students will head directly to their designated seat and organize their materials, backpacks on backs of chairs, outdoor shoes at underneath/beside their desks, supplies placed on their desks.
- The teacher will move to the front of the classroom.
- When students are required to move to another learning space such as the music room, the homeroom teacher will line student up (spaced) and lead them to the music room.

Exit:

- Students will collect all materials and personal items (backpacks, shoes, school work, etc.) and stand behind their desk, teachers will lead students (spaced) out of the classroom to their designated exit door (same as entrance) and dismiss from outside the door.
- Parents who plan to pick up their child(ren) must meet their child(ren) outside the school and chose a consistent meeting place (e.g., park on a side street rather than in front of the school, parents arrange with their children a meeting location away from the exits.) Parents will not be permitted to come into the school. For student pickup during school hours, parents must ring the bell and enter through the main front entrance following entrance protocols as previously listed. The playground is not to be used as a meeting space.
- Bussing students will exit through their designated door and walk around the school to board the bus immediately after the school bell maintaining 2-meter spacing.
- Bussing students will enter the bus from their designated stop in the morning or from the school bus line at the school from back to front.
- Attendance will be taken and seating plan (created by Transportation) adhered to.
- Z-Passes must be used by all bussing students.
- Bus drivers will create seating plans for student with a maximum of 2 students per seat as per transportation guidelines found in the [Guidance for schools re-entry scenario 1](#).

Cleaning:

- Cleaning protocols will be followed as per AHS and CBE standards.
- We will be doing extra cleaning to all shared spaces.
- Additional custodial staff have been hired.
- The school will be cleaned each evening after students and staff leave as well as frequent cleaning and sanitizing of all high touch surfaces, shared spaces and bathrooms as mentioned earlier.
- Sherwood will follow CBE cleaning protocols and all staff have completed training to support these new guidelines to keep everyone safe.

The health and safety of your child will remain a priority for our school and we will keep you updated as new information becomes available. As mentioned, detailed information for the guidelines for safety and health for all schools is available on [CBE's Scenario 1 Information](#) website.

We are confident that, as a community, we will soon adjust to our new protocols and practices. We look forward to welcoming our students back to school and resuming our time together as a positive and caring learning community.