



Re-opening Plan 2021-22

Académie Westboro Academy

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INTRODUCTION

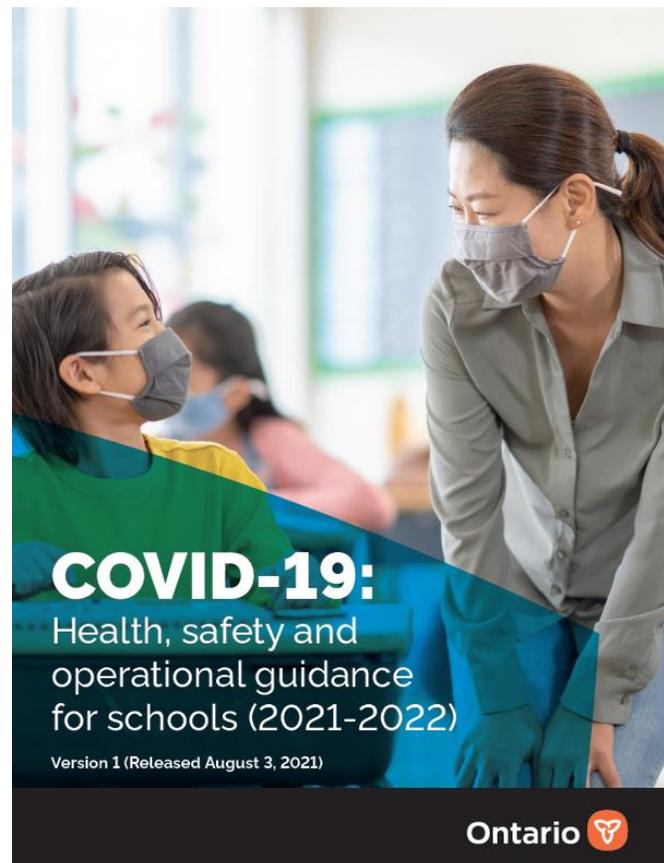
Académie Westboro Academy (AWA) will be reopening this fall with a dedicated commitment to the school community to provide an exceptional bilingual learning experience in a nurturing and safe environment.

Once again, the priority this year will be on the health and safety of every community member while we work to bring back all our excellent traditional programming. To work toward this safety, we have focused on the following:

- Hand hygiene
- Enhanced cleaning and masking
- Air circulation

This document outlines the AWA plan for school reopening on September 7th, based primarily on the provincially mandated [plan](#).

We will reopen classes every day for all students. At the same time, we are looking forward to receiving all our students. We are prepared to be nimble and to move between an in-class and online model without delay. If schools are mandated to close at any point, we are ready with a robust online learning plan.



Some elements of this plan may be adjusted upon any new recommendations from public health authorities. Therefore, this plan will be responsive to any changes in our situation.

SCHOOL ORGANIZATION

AWA will reopen with in-person delivery of teaching and instruction, with health and safety protocols. Cohorted classes will stay together with their French and English homeroom teachers. Students will be moving from French class to English class, and specialist classes. Specialists, recess, and core classes will occur outside whenever possible. Cohorts will only be able to mix inside if they are masked and kept distanced.

Recess

We will use the outdoor spaces whenever possible. Recess will take place outdoors, rain or shine. Students will be expected to come to school with clothing appropriate for the weather and comfortable for outdoor play.

There will not be cohorting outside, and students will be allowed to be outside without a mask, keeping distance as much as possible.

Students may choose to wear a mask outside if desired.

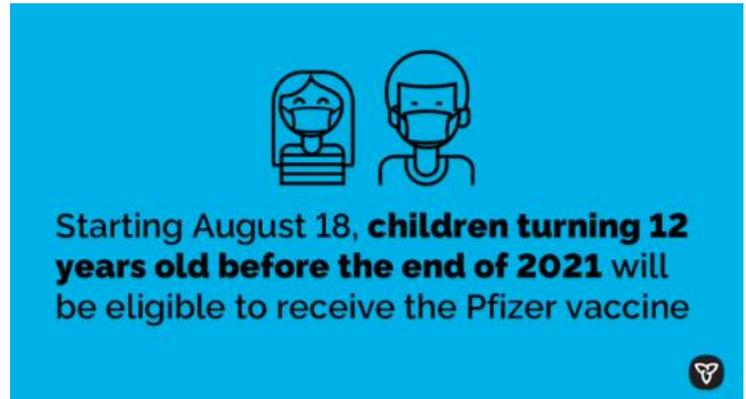


Health

Vaccination

Provincial authorities have shared that vaccines are safe, effective and the best way to protect yourself, your child and your family from COVID-19. Vaccines help to stop the spread so we can safely and gradually resume more activities.

With this in mind, we are encouraging all families with children old enough to access the vaccine against COVID-19 to do so before the start of the school year. For more information about the COVID-19 vaccine and to book an appointment, please visit: <https://covid-19.ontario.ca/covid-19-vaccines-ontario>



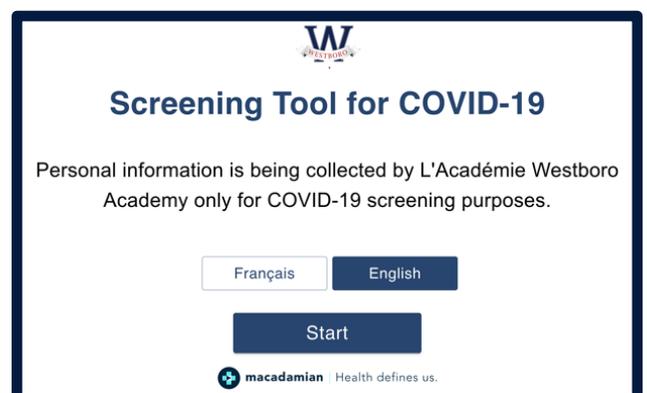
AWA will follow the provincial requirements for all school employees to provide proof of one of three things:

- Full vaccination against COVID-19;
- A medical reason for not being vaccinated against COVID-19; or
- Completion of a COVID-19 vaccination educational session.

Individuals who do not provide proof of full vaccination against COVID-19 will be required to undertake regular antigen testing.

Self-screening

All staff and students must self-screen every day through [this link](#) before attending school. Parents will be using the same screening link used in 2020-21 to perform daily screening of their children before arriving at school. This program gives the school a record of the screening of everyone entering the school. Signs will be posted at entrances to the school to remind students, staff,



parents/caregivers, and essential visitors of screening requirements. If a student or staff member does not pass the screening, they must stay home from school and seek testing and appropriate medical attention as directed by Ottawa Public Health.

All staff and students experiencing new or worsening symptoms consistent with COVID-19 may not attend school and should seek appropriate medical attention as required, including getting tested at a COVID-19 testing centre.

If a symptomatic individual tests positive for COVID-19, they should continue to remain in isolation at home and follow the directions of Ottawa Public Health

Adapted School Environment

AWA will post signs to reinforce self-screening and hand hygiene. Directional signage to support distancing, signage in bathrooms and common areas will also be posted. In addition, we will increase the availability of hand sanitizer.

Hand Hygiene



Appropriate hand hygiene is one of the most important protective strategies. Therefore, AWA teachers will continue to educate students on proper hand hygiene and reinforce its use. This will also involve scheduling breaks to allow students to wash their hands at needed times during the school day.

Each of the classrooms is equipped with a sink and wall-mounted soap and paper towel dispensers.

An open wastebasket is also present to dispose of the used towels. Soap and water are considered the most effective method and least likely to cause harm if accidentally ingested. Hand sanitizer will be readily available in central areas and entrances when using soap and water is not available.

Tents

We have purchased a few large canopies to increase our students access to outdoor learning opportunities.



Ventilation



We are now a **Surgically Clean Air** facility. Two **Jade** air purifiers will be installed in each classroom. This will mean the air will be exchanged through 6 stages of filtration every 17 minutes. The systems are being used in over 20,000 classrooms in the Ontario Schools Boards and in Private Schools across Canada.

Please scan or click the link for more information on these systems. Should you have specific questions fill out the form found in the link and Currie Ross from Surgically Clean Air will get in touch to answer them.

[Click Here if you can't scan](#)



We will use the mechanical ventilation system already present in the gym to install a UV light filtration system for this space.

Plexiglass dividers

Knowing that our youngest students will struggle with physical distancing, we will be installing Plexiglas dividers in our junior and senior kindergarten classes.

Masks

Students

Students in Grades 1 to 8 will be required to wear non-medical or cloth masks indoors in school, including in hallways and during classes. However, outdoor times like recess are opportunities to provide students with breaks from wearing masks.

Students in Kindergarten are encouraged but not required to wear masks in indoor spaces.

Teachers and staff

All school-based staff are required to wear masks indoors, with reasonable exceptions for medical conditions.

Exceptions

Exemptions based on medical conditions may be granted. However, anyone seeking an exemption must obtain approval directly from the Head of School.

Supply of masks

AWA families are expected to provide two masks for their children every day.

**Distancing**

As much distancing as possible between students, between students and staff, and staff will be promoted. Physical distancing measures will be supplemented with other public health measures supported by health and safety strategies, such as screening, adapted school environment, hand hygiene, enhanced cleaning and masking.

Physical distancing will not be strictly enforced during outside recess times



Visitors

AWA will be significantly adjusting procedures for welcoming visitors to the school, including parents. On-time student arrivals and departures are essential.

With the intent of limiting the number of people in the school, all visitors must:

- book their appointment in advance;
- self-screen;
- wear a mask while in school.

Students arriving late or departing before the end of the school day will be escorted to the front door for parent drop off and pick up.

Mental Health



Mental health and well-being are an essential element of the reopening plan. AWA will utilize the professional learning framework from [School Mental Health Ontario](#) to support mental health. The framework has a strong focus on building social-emotional learning skills so that students can build resilience, manage stress and build positive relationships. Teachers are being provided mental health support both for their professional practice and their approach with students. Teachers will continue to build community within the school, mentoring students and supporting their mental health needs.



School
Mental Health
Ontario

Santé mentale
en milieu scolaire
Ontario

Monitoring and responding to COVID symptoms

Any student or staff member who develops COVID-19 symptoms while in school will be immediately separated from others to wait in the piano room until they can go home. Isolated students will be supervised, with physical distancing maintained and PPE provided consistent with public health guidelines.

Staff with symptoms and parents/guardians of children with symptoms should use the online self-assessment tool and follow instructions. According to public health guidance, persons who test positive may not return to school until cleared. Conversely, persons who retest and receive a negative result (after an initial positive test) can return to school once they are symptom-free for 24 hours.

AWA will ensure records of classes, including seating arrangements and daily records of any approved visitors to the school, are maintained and readily available to be provided to Ottawa Public Health for contact tracing purposes.

AWA will immediately report any suspected or confirmed cases of COVID-19 within the school to the Ottawa Public Health and provide any materials (e.g., daily attendance) to public health officials to support case management and contact tracing and other activities following all applicable legislation, including the Municipal Freedom of Information and Protection of Privacy Act. Public Health officials will determine any additional steps required, including but not limited to the declaration of an outbreak and closure of classes or schools. Depending on the advice of Ottawa Public Health, this means that closing a cohort (grade) due to a single positive case is possible. AWA will report any suspected or confirmed cases within the school community to the ministry daily. The ministry will collect no personal information. The Head of School will communicate with the school community, consistent with ministry guidance and relevant privacy legislation.

If an individual is suspected or confirmed of having COVID-19 at school, the individual's name must be shared with the Head of School immediately. Contaminated areas will be determined, and these areas will be cleaned and disinfected.

Cleaning standards and protocols



Cleaning products with a DIN (Drug Identification Number) will be used.

Our custodian will ensure the frequency and timing of cleaning and disinfecting is maximized, with high touch surfaces regularly disinfected.

Bathrooms will be cleaned regularly, and there will be an ample supply of soap and paper towels, with open waste baskets.

Staggered use of the bathrooms will be organized, with monitoring for physical distancing.

Isolation room

The piano room will be used as an isolation room should a student, or staff member become ill, and PPE will be available in that room.

Lunch services

Students will eat lunch in their classrooms with their homeroom teacher. Students will be expected to wash their hands at the classroom sink, using soap and water before and after eating. Lunch Lady, Pizza and Subway services will be available.

There will be no food sharing, this includes not bringing in treats for friends.

Each student is required to bring their labelled water bottle. The water fountains will remain closed. The water bottles can be filled in their classrooms.

Personal Belongings

Please avoid sending your child to school with personal items. It is important to note that the school is not responsible for any personal items brought to school.

Personal items brought to school (e.g., backpack, clothing, sun protection, water bottles, snack or lunch) should be labelled and stored separately in cubbies. Access to cubbies will be staggered to enable distancing.

ENSURING ACADEMIC SUCCESS

Students will be supported in transitioning to their next grade, acknowledging the prolonged absence of students from the classroom, and various learning experiences for new and returning students. Teachers will assess students' strengths and differences in learning at key instructional times to ensure students have the fundamental building blocks in advance of learning new content. The primary purpose of instruction and assessment is to raise the skill level of all learners in their personal achievement of overall curriculum expectations across all subjects, courses, and grades. We will continue to meet each child's needs based on their current learning profile. This year we will return to having resource teachers in person working with students who may need additional support.

Specialist Subjects

Students will continue to attend specialist classes, including Music, Drama, Science, and Health and Physical Education. These classes will take place either outside or in the specialist classrooms. The mixing of cohorts while playing instruments will only happen in an outdoor setting.



Field Trips, Clubs, Sports and Assemblies

AWA will begin to phase back extracurricular activities as the school year progresses. This will include a gradual restart to community sporting events. Should there be a need to mix cohorts for any of these events, we will ensure a strong focus on masking and distancing.



Online Capacity and Technology



Parents of students in grades K-3 and students in grades 4-8 will be assigned access to an account with Google Suite. This includes access to a school account for email, Google Meets, and Google Classroom. The use of Google Classroom will be granted at all grade levels. Work and assignments will be posted online, and students may complete and submit assignments with this tool.

AWA is prepared to implement adapted delivery models should public health conditions require it. We are ready for an instantaneous transition to full online learning for all students, including daily synchronous learning supplemented by work and assignments designed and delivered by the teachers. Should this be required, continued assessment of learning while at home will occur.

Supply Teachers

AWA will return to having supply teachers used when they are needed. Supply teachers will screen in advance and be held to the same safety protocols as full-time staff.

Before and After School Programs

We will be resuming our before and after-school care program for our students up to grade 6. This will involve mixing student cohorts and will occur either in the gym, the specialist rooms or outside. Children may be dropped off from 7:30 onwards and must be collected from the program before 17:30. We will begin charging fees for the after-school program promptly at 15:55.

The fees are as follows:

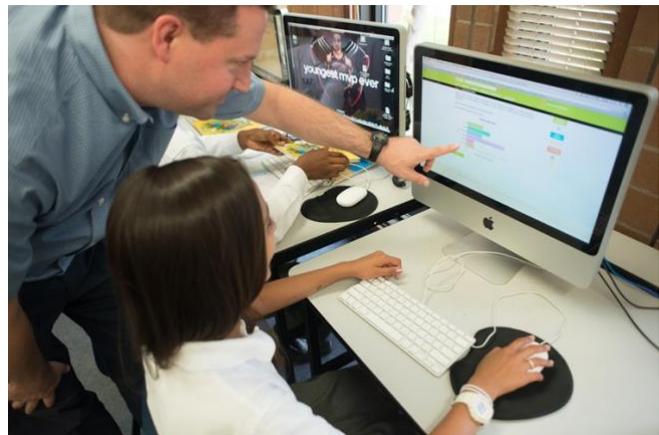
- 7:30 - 8:15 is \$6.50 per use
- 15:45 to 17:30 is \$13.00 per use. Any child still at school at 15:55 will be placed in the After School Program
- There is a late fee of \$5 for children collected between 17:31 and 17:36. An additional \$40 will be charged for children collected between 17:36 and 18:00.

Fees for the Before and After School Program are charged to the Student Account.

Students in grades 7 and 8 may use the outdoor facilities after school hours. In case of inclement weather, they can join the younger students inside. There are no after-school fees for these students.

School Closure

If we are required to close the school building, we will provide appropriate distance learning engagements.



CONCLUSION

This plan was drafted using various sources and was overseen by a government official overseeing several Covid research initiatives for Canada, with a research background in infectious disease.

We understand that we need to be flexible when opening AWA this school year. We will stay in regular communication with families as new information becomes available or other decisions are reached.

