



# ST. MICHAEL'S COLLEGE SCHOOL

Under the direction of the Basilian Fathers

August 31, 2020

Dear Parents and Guardians,

We are a week away. We are ready. Our success to remain moving forward during the pandemic is based on our ability to keep the community healthy. There is much debate as well as inherent risk in returning to school, but we have worked to mitigate those risks and proceed with cautious optimism, knowing learning is a relational act that requires connections, in person and beyond.

As much as it will feel restrictive and a little less than usual to start, it is the beginning of getting back to what we all expect and need from life at school. We are one outbreak away from being back to online learning. Although we are ready for that if necessary, we continue to do what we can to prevent it.

The commitment of families, students, and staff have helped us get ready to re-engage and learn to strive through the year ahead. We need to start with tight restrictions and get used to all the new routines. As we successfully demonstrate the efficiency and health of our community, we will open up further opportunities as permitted. Our goals remain steadfast in keeping safe, learning, and engaged.

In this update you will find:

- A Day in the Life of a Student – outline
- COVID-19 Illness Response – outline
- A reminder for all families to complete the online screening and return to school acknowledgement letter, sent via Edsby last week.

## **A Day in the Life of a Student** (the routine):

We require all parents and guardians to complete the acknowledgement of daily screening that was sent you via your Edsby account last week. Please complete this by September 7, 2020. Please note that new parents will have access to Edsby the week of September 7.

**To Start the Day**, beginning September 14 following orientation week.

- How do you feel?
- Feel good!
  - Remind your parent/guardian to fill out EduSafe app for daily COVID-19 screening
- Don't feel well!
  - Stay home and contact the Attendance Office.

### Get ready for your scheduled day:

| ... in the school building  | ... to learn on-line at home   |
|---|--|
| <ul style="list-style-type: none"> <li>• Dress for School – Uniform golf shirt, washable trouser, close-toed runner or casual footwear, socks and backpack (belt and dress socks optional).</li> <li>• Pack three clean, reusable masks to wear over the course of the day</li> <li>• If using, clean face shield</li> <li>• Pack lunch, snacks, water bottle for the day</li> <li>• Have your computer charged and ready,</li> <li>• Off to school!</li> </ul> | <ul style="list-style-type: none"> <li>• Dress for School – uniform golf shirt, either shorts, sweat pants, or trousers (no hats while online)</li> <li>• Make sure you have lunch and snacks planned for the day</li> <li>• Have your computer charged and ready</li> <li>• Be on time for homeroom!</li> </ul> |

### Arrive at school building:

- Doors open at 7:30 a.m.
- Only two student entrances:
  - A) Front main student entrance and B) North gym entrance
- Students should arrive between 7:30 and 8:20 a.m. Entrance to the building will be controlled and will require physical distancing and having your EduSafe App code ready to read.
- Doors will be opened at 7:30 a.m. and classrooms will be opened by 8 a.m.
- Put on your face mask
- Safe Officer to scan EduSafe screening app
- Use hand sanitizer at the door
- Thermal reader (thermometer) will confirm that you don't have a fever

### Where do I go once I am in the school?

|                          |  |
|--------------------------|--|
| From 7:30 a.m. to 8 a.m. | Go to designated safe area: <ul style="list-style-type: none"> <li>○ Grade 12s must report directly to the library</li> <li>○ Grade 11s must report directly to the café</li> <li>○ Grade 10s must report to Lecture Hall A</li> <li>○ Grade 9s must report to Lecture Hall B</li> <li>○ Grade 8s must report to the Theatre lobby</li> <li>○ Grade 7s must report to the Gym</li> </ul> |
| 8 a.m. to 8:30 a.m.      | Go to your first period classroom.<br>If you are in a designated safe area, it is time to go to your class.  |

- Grade 12's with a study hall will report directly to the library - information
- There will be no loitering or visiting in the hallways.

**Washrooms:**

- Each grade will have designated washrooms.
- Students are encouraged to take washroom breaks, briefly during class when possible and mutually convenient with the teacher and the timing within the lesson. This will avoid long walks and overcrowded washrooms between classes or during lunch.
- Washrooms will have reduced capacity at one time.
- 30 additional hand-washing stations have been set up in the Alumni Room for student use.

**Class change over:**

- Masks must continue to be worn.
- Walk in the directional flow of each hallway and staircase
- Keep physically distanced.
- Keep moving to your next destination.
- No more rushing to class – but you need to make your way there!

**Lunch:**

Each grade has a designated Lunch area

- Grades 7 and 8 will eat lunch in the Theatre Lobby
- Grades 9 and 10 will eat lunch in Lecture Hall A and B
- Grades 11 and 12 will eat lunch in the Café and on the Terrace.
- Students must remain in their assigned lunch areas for the entire lunch period
- No students will be allowed off campus during lunch.
- Lunch may be ordered from a fixed menu ahead of time – more details to be announced.

**Exit and Period 5 flex period.**

- At the end of the last scheduled class at 1:50 p.m.
  - Pack up masks, face shield, computer
  - Exit either from the Student Entrance or north gym doors
  - Use hand sanitizer at exit
  - Keep your face mask on until you can guarantee you are not within two metres of anyone
  - If you are waiting for a ride, all physical distancing rules and expectations remain in place
  - There will space designated between the student entrance and the arena where students can wait to be picked up
- The flex period 5 is designed for teachers to be available to students online or in-person for those at school, by prearranged appointment. These connections will primarily be curriculum-focused to start the year but will evolve into activity periods, clubs, projects, and other school-wide activity opportunities once our new routines are established by the end of September.

**Rest well.**

## **COVID – 19 Illness Response**

We have prepared as many mitigation protocols as possible:

- Reduced student contacts via grade-level cohorts
- Masks
- Physical distancing
- Handwashing stations and portable sanitizers throughout the building
- Controlled entrances with thermal cameras
- Updated UV and HEPA filters in every room
- Plexiglass barriers
- No-touch garbage cans with lids
- No-touch water bottle filling stations
- Increased number of designated physically-distanced outdoor spaces
- Increased capacity for remote learning as necessary, via conferencing technology
- Please see the Blueprint and Back to School photo gallery and pending videos for further details.

We recognize we may still need to respond to the potential case of a COVID-19 infection.

### **Student Illness protocol:**

- **A student who is ill prior to the start of the school day:**
  - Do not attend school. Contact the attendance office to inform the school of the reason for the absence.
  - Consult with your family medical team, access the provincial COVID-19 self assessment (<https://covid-19.ontario.ca/self-assessment>), and follow the directions of your local public health unit.
- **Students that become ill while at school**
  - **The ill student is directed to the Nurse's Office for assessment**
    - Parent/Guardian will be contacted.

### **School Nurse**

When an ill student is identified and reports to the Nurse's Office:

- Nurse will assess for symptoms
- If COVID-19 symptoms are present, move student to the quarantine area
- Nurse will monitor student until parent/guardian arrives to pick up the student
- Contact Main Office – Attendance to provide the student's name, and confirm if the student has a brother who also attends the school.

When student is picked up by parent/guardian:

- Confirm parent understands the following next steps:
  - Information sheet will be sent to parent
  - Toronto Public Health will be informed by the school of this suspected case and provided identifying information. TPH will contact the parent.
  - Ministry of Education will be informed, but the student will remain anonymous



- Students who are being managed by TPH (e.g. confirmed or probable cases of COVID-19, close contacts of cases) must follow TPH instructions to determine when to return to the school.
- If a probable case, student will need to be tested for COVID-19
- Student and household members will need to go into self-isolation for a minimum of 14 days.

### **Parents/Guardians**

When an ill student is identified and reports to the Nurse's Office:

- Parent will be contacted by the Attendance Office.
- Parent must pick up student immediately from the quarantine area
- A private vehicle must be used for pick up
  - **Student cannot go home by public transit or by school bus**
- Parent will receive an information sheet from SMCS and TPH with next-step protocols
- Parent will follow directions from Toronto Public Health
- Parent will stay in contact with Attendance and School Nurse with health updates

### **If there is a confirmed Case of COVID-19:**

- Confirmed cases of COVID-19 are managed directly by the TPH who will further direct the family and the school, including requirements for return to school.
- Students and staff exposed to a confirmed case of COVID-19 must self-isolate at home and monitor for symptoms for the next 14 days. They should get tested if any symptoms develop. If asymptomatic, individuals who have been exposed are also encouraged to get tested any time within 14 days of the potential exposure. They will need to continue to self-isolate for 14 days even if the test is negative.
- If individuals have had a COVID-19 test because of symptoms, but test negative, they will remain home until at least 24 hours after their symptoms resolve.

We are preparing for a safe and spirited return to school. Although there is a lot of information and new practices to adjust to, there is also tremendous teamwork that goes into keeping our students, staff, families, and great community safe and moving forward. If this pandemic has taught us anything, it is that we are all in this together, improving every day to bring joy and meaning to our everyday lives.

As with everything new, there will be anxious moments and we pray that the resolve of the whole community turns these moments into learning experiences and memories, with lessons of success in times of challenge. We are ready to welcome back the boys to another exciting year of learning and growing, together in faith.

Sincerely,

Mr. James McKinnon  
Principal

