



Sacred Heart High School

Parent Information: Return To School Plan

(most current Plan as of August 17)



August 17, 2020

Dear Parents/Guardians,

We hope that you and your family are staying safe and enjoying Summer. As we approach our Catholic High School's return of students on September 8, the well-being of your child[ren] is at the forefront of our Return to School Plans. As the Ministry of Education, the Bruce-Grey Catholic District Board and our school's administration work towards our re-opening, we understand that you as parents/guardians may have questions with regards to our plans.

In an ever-evolving world of adapting to the latest and best information/data with regards to COVID-19, the plans below are the most up-to-date we have today. We acknowledge that it remains a fluid situation, with regards to students returning to school.

As has been sent out on our School Messenger system in previous weeks, if you decide not to send your child to SHHS, you must fill out the [Opt Out Form](#). If you plan to have your child return to school on September 8, you do not need to fill out the form.

We have been preparing our Return to School Plans (as outlined by the Ministry of Education and our Catholic School Board) and will continue to update families as we approach and enter the 2020-2021 school year. For now, **please refer to the information below for the most up-to-date and accurate information, as it pertains to Sacred Heart High School's Return to School Plans.**

Yours in Catholic Education,

Glenn Miller, Principal
Mark Dunn, Vice-Principal

SHHS Key Point Summary for September 2020 Return to School (as of August 17)

- All students to attend all day and five days per week
- Return to school date is Tuesday September 8th, 2020
- Quadmester schedule will be used
- No lockers will be used to start the year
- Most hallways will be one directional hallway movement
- PPE is required for staff and students and will be provided if needed
- Only have to opt-out if not returning to school. If returning to school, no further action is needed
- All students and staff will be expected to be responsible citizens to keep themselves, their classmates, families, and community healthy and safe

Please note: More detailed information included in pages below

September 2020 Return to School - Detailed Information for Sacred Heart High School

1. Quadmester Student Schedule:

As per the recommendations of the Ministry of Education, we will be following the Quadmester system to start the school year. The school year will be divided into four quarters, known as “Quadmesters”. The Quadmester system will reduce the amount of traffic in our halls, and limit students to two classes per day. These Quadmesters will be approximately nine weeks in length. Students will take their (Semester #1) Period 1 and Period 2 classes from their original schedule during the First Quadmester. They will take their (Semester #1) Period 3 and Period 4 classes during the Second Quadmester. Scheduling of Semester #2 (Quadmester 3 and 4) will be determined at a later date.

Semester #1 Quadmester Dates:

Quadmester 1: September 8 until November 9, 2020 with exams taking place on November 10 & 11th.

Quadmester 2: November 13, 2020 until January 27, 2021 with exams taking place on January 28 & 29.

Reminder that Semester #2 (Quadmester 3 & 4) scheduling is yet to be determined.

Quadmester 1 Sample Student Timetable - September 8th - November 9, 2020

(Each Block will be 75 minutes in length & Lunch is 50 Minutes in length)

Time	Monday	Tuesday	Wednesday	Thursday	Friday
Block 1	Period 1 Class	Period 1 Class	Period 1 Class	Period 1 Class	Period 1 Class
Break					
Block 2	Period 1 Class	Period 1 Class	Period 1 Class	Period 1 Class	Period 1 Class
Lunch					
Block 3	Period 2 Class	Period 2 Class	Period 2 Class	Period 2 Class	Period 2 Class
Break					
Block 4	Period 2 Class	Period 2 Class	Period 2 Class	Period 2 Class	Period 2 Class

2. Other Potential Models:

Our Return to School Plan must be flexible in case the Ministry of Education mandates that we switch to the Adaptive / Hybrid Model or the Distance Learning Model as a result of Covid-19 rates in the area. A description of these two models can be found at BGCDSB Return to School Plan - [Logistics: Secondary \(Instructional Models\)](#)

3. Personal Belongings:

To prevent congestion in the hallways, **students will not be issued lockers** at the beginning of the school year. Students will carry all personal belongings and materials in a backpack and will bring them into the classroom to hang onto the back of their chair. Students will only have two classes per

Quadmester, so the expectation will be that they transport their belongings to class with them. Students will not share personal items with classmates such as pencils, paper, notebooks etc. In order to limit contact exposure, students will be assigned their own textbook that cannot be shared with others.

4. Lunch/Cafeteria:

Students will be encouraged to eat lunch in their Period 1 classroom (when possible) - if they are eating at school. Once they have finished their lunch, they will then have a break until the beginning of their afternoon class. Students are not allowed to eat or loiter in the hallways. Seating in the Cafeteria will be limited to the percentage of occupancy outlined by Public Health. Students will also be encouraged to eat outside in designated areas where possible. Alternative indoor spaces will be used to avoid overcrowding in the cafeteria (i.e. Gym or classrooms). Lines for food ordering and purchasing will be clearly marked.

5. Classroom Environments:

Classrooms will be kept clean and uncluttered. Desks/tables will be placed apart in order to adhere to physical distancing guidelines. Students will be designated one seat in each classroom to sit at each day. Sanitizing wipes will be provided in each classroom and students will be strongly encouraged to wipe down their work station, their hands and other objects they use before and after class. Masks will be worn in class and when interacting with fellow students and staff. Hand sanitizer will also be located in the school. Sanitation and cleanliness will be strongly encouraged.

6. Hygiene Protocols & Wearing a Mask:

Student should sanitize their hands:

- When they arrive at school.
- Before and after any breaks (e.g., lunch).
- Before and after eating and drinking (excluding drinks kept at a student's desk).
- Before and after using an indoor learning space used by multiple cohorts (e.g. the gym, music room, science lab, etc.).
- After using the toilet.
- After sneezing or coughing into hands.
- Whenever hands are visibly dirty. Time should be spent with students reviewing the importance of proper hygiene. Signs should be posted in the washroom and classrooms that include proper washing techniques.

PPE (mask) will be worn by Staff and Students throughout the school day in our building. Students are encouraged to bring their own masks to school (masks will be available in the event a student does not have a mask). Students will be reminded that Sacred Heart High School fosters the development and growth towards the **Ontario Catholic School Graduate Expectations**. In these difficult times of COVID-19, the wearing of PPE, and practicing hygiene protocols in our building, is an opportunity to demonstrate the Expectation that our Catholic students are **Responsible Citizens**. In adhering to proper use of PPE and hand hygiene, students are not only protecting themselves, but also their classmates, SHHS Staff, and members of their respective families (siblings, parents/guardians, grandparents etc.).

Ontario Catholic Graduate Expectations



A Responsible Citizen

A responsible citizen who gives witness to Catholic social teaching by promoting peace, justice and the sacredness of human life.

7. Students who Fall Ill:

Teachers will report any student illness to the office administrator immediately. Parents will be contacted to inform them of the illness. If parents are picking the student up from school, they will wait outside of the school at the front entrance, following physical distancing guidelines. Parents are not permitted to enter the school. Parents will provide updated reports of the child's illness, especially if the symptoms are similar to COVID-19. All Covid-19 protocols and reporting must be followed as per the Health Unit.

8. Arrival of Students:

Walkers/Parent drop-off/Student Drivers

Students who are walkers/drivers or who arrive by parent drop-off will be designated a door (Guidance Entrance) by which to enter the school. To limit exposure, this will be the only door that students will enter upon arrival. Students will be expected to sanitize their hands at the building entrance before entering the school.

Arrival of Students - Bus

Students will be required to wear a mask on their bus ride to school. Students will be designated a seat on the school bus that they must sit in each day to and from school. Siblings can be assigned the same seat. Students who arrive by bus will be designated a door by which to enter the school (Main Entrance). To limit exposure, this will be the only door that bus students will enter upon arrival. Students will be expected to sanitize their hands at the building entrance before entering the school.

Late Arrivals

Students will verbally notify the office administrator that they have arrived late and will proceed to their classroom through the school building, adhering to social distancing guidelines. Students may have to wait in line outside of the office; therefore, markers will be displayed six feet apart so that students know where to stand.

Entering the School

Students are encouraged to enter the school just prior to the bell in order to avoid gatherings of small groups. Students will go directly to their classroom, bringing any personal belongings with them. Lockers will not be assigned to students in order to reduce hallway congestion, thus limiting exposure.

9. Departure of Students:

Walkers/Pick-up/Student Drivers

Students who walk/drive home or are picked up by a parent will exit through their designated doors. Students will exit the building quickly keeping their distance from one another and following directional arrows. All departing students shall engage in hand hygiene prior to leaving the school.

Departure of Students - Bus

Students will exit through their designated doors and board their designated bus. All departing students shall engage in hand hygiene prior to leaving the school. Students will sit in their designated seat at all times.

10. Movement Throughout the School:

Entering the Classrooms

Students will enter the classroom one at a time, adhering to social distancing guidelines. This should be done quickly so as not to congest the hallways. When students enter the classroom, they will go directly to their seat. Student belongings (ie. backpacks, outdoor clothing, etc.) should be placed under the desk/table or on the back of the chair.

Travelling the Hallways

Students will follow directional arrows when traveling in the hallways and stairs. Students will walk at all times, keeping their distance and will not mingle in small groups. Masks will be worn when staff and students are traveling through the halls.

11. Clubs and Teams:

We would like to run clubs and teams, when possible. However, this needs to be done safely and adhering to health guidelines. Further details will be announced as we proceed through the school year. Please note: As of last week, OFSAA (the governing body for High School Sport in Ontario) has cancelled ALL Fall Championships.

12. Safety in Specialized/Alternative Classrooms:

The Arts

Dance classes will be held in spaces additional to the Studio Room. Outdoor spaces will be available. In **Music** classes, students will be encouraged to use their own instruments if/when possible, Othersize, cleaning protocols will be applied with available cleaning products in the Music Room.

Tech Shops (Design Shop, Manufacturing Shop, and Transportation Shop)

In the tech shops, cleansing hand tools and equipment that staff members and students will be touching will add another layer of protection.

Health and Physical Education

Efforts should be made to address the overall expectations of the Active Living and Movement Competence strands outside, whenever possible. Gymnasiums should only be used where physical distancing measures can be followed. Every attempt to have class outdoors will be made.

13. Fountains/Water Refill Stations:

Fountains will be closed. Students will bring their own personal filled reusable water bottle and refill at one of the two touchless water refilling stations.

14. Assemblies:

In-person assemblies will not be allowed; however, virtual prayer celebrations and gatherings are encouraged as conducted through a secure YouTube live stream channel or streamed through pre-recorded ceremonies.

15. School Visitors:

Due to Covid-19 restrictions, parents and other visitors are not permitted in the school.

16. Mental Health Support:

Our Student Success Team (social workers, Child and Youth Workers, guidance counsellors etc) will be available to support students who are struggling. To refer your child for support, click on the link below. Also, please feel free to contact Mr. Miller, Mr. Dunn or our Guidance Department if you are concerned about your child, or if there is additional support that they need.

[School-Based Mental Health Support](#)

17. Distance Learning Model - If Opting Out

More details about distance learning will be shared with interested families once they become available

18. How to Get an Answer to Any Further Questions:

All efforts will be made to provide parents and students with any updates throughout the school year. If anything is unclear or, if you have further questions, please feel free to call the school at 519-881-1900 or email at shhs@bgcdsb.org. Please be reminded that the situation remains fluid as we approach the later part of August and early September.

*But those who trust in the Lord will find new strength,
they will soar high on wings like eagles, they will run and not grow weary,
they will walk and not faint.*

~Isaiah 40:3

