



NORTH TORONTO CHRISTIAN SCHOOL

RE-OPENING PLAN FOR SEPTEMBER 2020

(date: August 5, 2020)

(the plan outlined below has been developed from documentation provided by the Ontario government, the Ontario Ministry of Education, Toronto Public Health authorities, and consultations with the Edvance Christian School Association, and members of the North Toronto Christian School board of directors, administration, and staff)

1. NTCS plans to open for classes on Tuesday, September 8, 2020, with **all students, elementary and high school, attending school each day**, Monday to Friday, excluding weekends, statutory holidays and NTCS professional development days.
2. Formally documented and publicly announced requirements of the Ontario provincial government and the Toronto Public Health authorities will be followed.
3. NTCS plans to follow most, if not all, of the guidelines and recommendations of the Ontario Ministry of Education (MOE). However, as a private school, NTCS is not required to comply with the optional plans, strategies or protocols recommended by the MOE, or adopted by the public school boards or other private schools.
4. The **priorities** in the NTCS re-opening plan are to take all reasonable measures by using multiple strategies **to provide a safe and healthy school environment for our students, parents, and staff and to offer a full school program, as much as possible, for the spiritual, academic, and social benefit of our students.**
5. Additional teaching staff have been hired, and modifications to daily class schedules have been made, to allow NTCS to meet recommended class size groupings.
6. Various building and property modifications have been made, personal protective equipment (PPE) and cleaning supplies have been purchased, and custodial staff hours have been increased in order to meet recommended physical distancing and cleaning protocols.
7. NTCS understands that this re-opening plan may satisfy the concerns of many, but not all, of our school community. Flexibility will be extended to some degree to meet individual needs, but a variety of educational options will not be provided. For example, if a family chooses for their child to not attend school in person, a full online learning alternative will not be provided.

8. Based on experience gained during the period of school closure in the spring of 2020, some aspects of online learning will continue to be used, even while school resumes with full, in-class instruction. In addition, the full NTCS G Suites online learning platform will be prepared and ready to be implemented on short notice in the event of another school closure period. A more complete explanation of what parts of online learning will continue to be used at each grade level will be given to parents prior to the beginning of the school year.

What follows gives further detail of the strategies and modifications to the NTCS program as the 2020/2021 school year resumes on September 8, 2020.

ACADEMIC PROGRAM

Classes at all grade levels will resume on Tuesday, September 8, 2020 following the usual, published Day 1/2/3/4 cycle.

All students, elementary and high school, will attend school each school day.

Modifications to the timing of the daily schedule, and the movement of students through the school building and property, will be made to respect physical distancing and comply with recommended health practices.

Students will be placed into homerooms or “cohorts” to implement physical distancing, and maintain the potential for contact tracing. These cohorts will attend classes in all subject areas as much as possible in the same room, unless a specialized space is needed, for example, for Physical Education. These cohorts are grade based, and will not be mixed, wherever possible. Cohorts that include students from different grade levels will be avoided wherever possible. This allows for social interaction among a small group of students, striking a balance between possible exposure and the mental health benefits of social interaction.

All subject areas, covering the full range of curriculum, will be taught including French, Music, Physical Education, Drama and Visual Arts.

Based on recommendations from the Ontario Music Educators’ Association (OMEA), adaptations to the NTCS Music program will be made that reduce, or entirely eliminate, the use of woodwind or brass instruments.

- Grade 3 to 6 will participate in music classes using ukuleles, to be purchased by the school.
- Grade 7 to 12 will participate in music classes following social distancing guidelines and other classroom and instrument considerations as outlined by the OMEA.
- Both elementary and senior choir will be postponed at this time.

Efforts will be made, as much as possible, to meet curriculum objectives in Physical Education through outdoor activities, weather permitting. Physical distancing measures will be followed, and the use of shared equipment will be avoided wherever possible, in the use of the indoor track area, squash court facilities, indoor basketball courts, swimming pool, and changerooms.

In order to recognize the different experiences and participation of students during the online learning period in the spring of 2020, and to acknowledge the prolonged absence of students from the classroom, **a new, grade level assessment, focusing on literacy and numeracy, will be given at the beginning of the school year for all students from Grades 1 to 12.** This assessment will be important to identify any students who have fallen behind in their grade level readiness through the recent school closure period. Parents of students who show substantial deficiencies in their grade level readiness, for whatever reason, will be confidentially informed.

The curriculum and teaching strategies to be followed will be based on the normal grade level expectations of the Ontario Ministry of Education curriculum guidelines. Only a normal, nominal amount of review of previous years' curriculum expectations will be given.

NTCS G SUITES ONLINE LEARNING PLATFORM

Google Classroom and other G Suite tools will continue to be used as part of curriculum delivery, but in a supporting role for the teachers. Use of the NTCS G Suites online learning platform will be tailored to specific grade levels as appropriate. Lessons learned during the school closure period of the spring 2020 will be followed to adopt a supportive online environment to our in-class instruction.

A more complete explanation of what parts of online learning will continue to be used at each grade level will be given to the NTCS community prior to the beginning of the school year.

The NTCS G Suites online learning platform will be fully prepared and ready to be implemented on short notice in the event of another school closure period.

FIELD TRIPS AND OFF CAMPUS ACTIVITIES

Our ability to participate in such events remains uncertain. We will aim to participate as much as possible in regular school activities as government and health authority guidelines permit. Strict health and physical distancing measures will be followed where any bus transportation of NTCS students is required.

CLUBS AND SPORTS LEAGUE PARTICIPATION

Clubs and organized sports will continue to be offered if physical distancing and cohorting is possible.

CHANDOS – FALL 2020 Program

Unfortunately, our Fall 2020 season of trips to camp must be cancelled, with the hope that we can resume these important trips in January/February of 2021.

NEW STUDENT ORIENTATION (Thursday September 3)

Will be held in various sessions throughout the day for new students entering Grades 7 – 12. Parents/guardians will be contacted shortly for the time of their orientation session.

INTERNATIONAL STUDENTS

NTCS is proud to enroll international students from many countries around the world. The decision of whether to issue study permits, and to allow international students to travel to Canada to study, rests with the Canadian federal government. NTCS will follow all federal guidance, including the enforcement of quarantine measures, with respect to the admission, or not, of international students for the 2020/2021 school year.

NTCS FALL AQUATICS PROGRAM

The Fall aquatics program is scheduled to begin in mid-October after Thanksgiving as restrictions permit. Enrolment will be limited.

NTCS CHINESE LANGUAGE CLASS PROGRAM

Tentatively scheduled to begin in mid-October after Thanksgiving once a school-wide daily routine has been established. Enrolment will be limited.

PEER STUDENT TUTORING PROGRAM

Peer tutoring will not be offered at the beginning of the school year, due to recommended restrictions on the interaction of students of different ages.

ARRIVAL TO and DEPARTURE FROM SCHOOL

Staggered times, and specific doors, and designated routes, will be assigned for each grade level to control the flow of students in and out of the building.

Elementary (JK – Grade 2): school will start at 8:45 am and end at 3:15 pm

- East door for JK/SK/Grade 1
- South door for Grade 2

Elementary (Grade 3 – Grade 6): school will start at 8:45 am and end at 3:35 pm

- South door for Grades 3-4
- West door (from soccer field/playground) for Grades 5-6

High School (Grades 7 – 12): school will start at 9:40 am and end at 4:05 pm

- East Door for Grades 7 - 9
- North Door for Grades 10 - 12

Each day, NTCS staff will greet students upon their arrival at the various building entrances and direct them to their classrooms or locker areas.

Any students exhibiting any sign of sickness will be taken to an isolated health room. Parents must be prepared to pick up their child from school immediately if their child's physical wellness is in question.

Hand sanitizer will be available at each school entrance.

Parents will remain outside the school building to pick up and drop off their child(ren).

The exception is for ONE parent of JK, SK and Grade 1 students through the east entrance ONLY. Parents must stay in the cubby area and exit as soon as possible. The wearing of masks for parents entering the building is required. Parents must sign in at the east entrance when they enter the building.

Extended Care adjustments (JK – Grade 6)

Before School Care:

- **Supervised before school care will begin at 8:00 am**, and will be held outside only, until 8:35 am, in the playground and soccer field, weather permitting. If inside, it will be held in the track area with students moving to their classrooms at 8:35 am to begin the school day at 8:45 am

After School Care:

- **Outdoor, afterschool recess will be held from the end of the school day at 3:15 pm until 4:30 pm.** The normal extended care fee will be charged starting at 3:45 pm.
- **There will be no indoor, extended care program for the month of September,** unless the weather is very poor. If the program does need to be brought indoors, the track area will be used, and parents will pick up their child from the track area doors at the north side of the building. This will be re-assessed each month according to public health advice and protocols.
- **Elementary students must be picked up from the playground by 4:30 pm** at the end of the afterschool period.

Before and After school (Grades 7 – 12)

Students who arrive before 9:30 will need to be directly supervised by staff. Students should enter through their assigned entrance and proceed directly to the Forum room for supervision.

- assigned study hall (when a student requires extra time on tests or has missed a test due to illness or another reason) or
- for quiet study time, a student is working but is not required by a teacher to be present

Students may also go to extra math support or a specific teacher directed school activity like a sports practice or a tutoring session, or a school club meeting.

Students will not be permitted to be in classrooms, hallways or others areas of the school before 9:30 am. Students should also make every effort to move from their locker to their designated classroom as quickly as possible. Students are encouraged to bring all materials to class in the morning as trips to lockers will be limited.

After school, only students who are attending a specific teacher directed school activity, like a sports practice or a tutoring session, or a school club meeting, will be able to be in the school building. Students involved in such programs will need to have a pick up plan in place (location and time) with their parent, as parents will not be able to enter the school building to locate them.

Otherwise, after dismissal at 4:05, **all high school students need to leave the building by 4:30 pm.**

MOVEMENT AROUND THE SCHOOL

Students will be grouped into homeroom classes, or 'cohorts', as usual. Each homeroom class will be assigned one specific classroom that they will receive instruction in, as much as possible, throughout a normal school day. This strategy is intended to minimize the contact of each person with as few others as possible. Instructional classes, lunch breaks, washroom breaks, and other movement around the school will be conducted, as much as possible, in designated cohorts (homeroom classes).

Exceptions would be for Physical Education, Music, Visual Arts, Dramatic Arts, and for Science and Computer lab work where students need to learn in special purpose facilities.

Assigned classrooms will be in close proximity to locker areas which will not be visited between classes. Students will bring all supplies for multiple classes with them to their assigned classroom after homeroom and lunch breaks.

Distance will be created between students while in class: All non-essential furniture, like carpets, couches, and cushions has been removed from classrooms to allow desks to be spread out in the classrooms at as wide a distance as possible.

Students at all grade levels will sit at designated, individual desks, and daily seating records will be maintained for potential contact tracing purposes.

Students will have assigned washrooms that are adjacent to their assigned homeroom classes. Washroom breaks will be scheduled, and limited to discourage students from travelling through the halls.

Students will follow a revised daily schedule that allows for smaller groups at lunch and recess.

Classroom doors will remain open all day long, and exterior doors will be held open at recess and lunch times, in order to provide hands-free passage for students.

As much as possible, students will be restricted to contact with others within their cohort, and within their grade level.

No sharing of student desks, supplies, or food will be permitted. Desks will not be arranged in circles or groupings.

No grouping of students for class work will be done, except in rare situations (e.g. chemistry laboratory work), where personal protective equipment will be provided by the school and worn.

PHYSICAL DISTANCING WITHIN THE SCHOOL BUILDING

Lockers and cubby coat hooks will be assigned more widely, where possible, to spread out student activity.

Classroom doors will remain open at all times to allow hands free entry and exit.

Students may not enter the school office, but will use the drive-thru window at the Central Square door to the office to communicate with office staff. Students will not be able to routinely use the office phone.

Washrooms have been equipped with foot pulls to make the doors hands-free after hand-washing.

Lunch and recess schedules have been adjusted to allow for greater distancing.

Larger open areas of the school facilities (e.g. track area, extended care room, Forum room) may be utilized for student activities to encourage physical distancing.

Elementary students will continue to eat lunch in their classrooms to minimize their movement through the school. No food will be shared among students.

Grades 7 - 9 students will have their lunch break at the same time, with Grade 7 and 8 in the Forum room and Grade 9 in the café in order to respect physical distancing requirements. Microwave use will not be permitted.

Grades 10 - 12 students will have their lunch break at the same time with Grade 10 and 11 in the Forum room and Grade 12 in the café in order to respect physical distancing requirements. Microwave use will not be permitted

There will be no lunch service in the cafe at the beginning of the school year. All students will need to bring their own lunch to school each day. This will be re-evaluated each month. No food deliveries (Uber, Skip the Dishes, etc..) will be allowed to the school.

High school students will not be permitted to leave the NTCS campus for lunch or during spares to minimize their contact with non-school people during the school day. Students who do not comply will face severe consequences.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

Non-medical, or cloth, masks must be worn by school staff, and all students from Grades 4 – 12, while indoors on school property. Outdoor times, like recess, will be opportunities for students to take a break from wearing masks within their cohorts. Reasonable exceptions, as instructed by a physician, on the requirement to wear masks will apply.

The wearing of non-medical masks for students in JK – Grade 3 will be encouraged, but not required, while indoors on school property.

Hand sanitizer will be provided in each classroom and gathering space (lunch room, etc..)

Hand washing with soap will be encouraged as an alternative.

An emergency COVID-19 kit will be stored in the school office for administration to use if a student or staff member displays COVID-19 symptoms.

The health room near the school office will be used as an isolation room for students who exhibit signs of sickness, including COVID-19 symptoms. Parents will be informed immediately to pick them up from school.

Classroom doors will remain open at all times to encourage exchange of air, and the building ventilation system will be programmed to increase the fresh air intake into the school.

HEALTH SCREENING, HYGIENE AND SANITIZING PROGRAMS

All school staff and students must self-screen every day before attending school. NTCS will provide parents with a checklist to perform daily screening of their child before arriving at school.

Any suspected or confirmed cases of COVID-19 within the school will be immediately reported to the local public health unit, and the Ontario Ministry of Education, to support their activities in accordance with all applicable legislation. Public health authorities will determine any additional steps required.

Hand-washing breaks for all students will be scheduled regularly throughout the day. At the beginning of the school year, all students will be trained on proper hand-washing techniques.

Hand sanitizer will be provided in each classroom.

All washrooms will be cleaned on a regular schedule. An adequate supply of hand soap and disposable paper towels will be available at all times.

Drinking fountains will be disabled except for their water bottle filling feature.

Wiping of desks with disinfecting wipes will become part of each classroom routine.

Desks, door knobs and other high traffic surfaces will be wiped down with disinfecting wipes at regularly scheduled intervals.

Rooms that are used by multiple classes (computer lab, science lab etc) will be wiped down as part of the classroom clean up routine.

Shared equipment used in the Computer Science, Physical Education, Visual Arts, Music, and Science programs will be disinfected regularly, and students will be instructed to practice proper hand hygiene before and after participation in these programs.

Thorough cleaning of the school will be done on every PD day or over every holiday break. This will occur approximately once every month.

SICK POLICY – Students

Any student who develops sickness of any kind, including Covid-19 symptoms, while in school will immediately be separated from others, in a separate room, and must go home immediately.

Parents need to have a plan in place if it is necessary to immediately pick up their child from school. Isolated students will be supervised according to normal school policy.

Potentially contaminated areas will be identified and immediately cleaned and disinfected. Public health protocols will be followed until test results are available.

No student displaying a fever, cough, trouble breathing, or any Covid-19 symptoms will be allowed to attend school until cleared by a doctor. They must stay at home and seek testing and appropriate medical attention. This requirement is in addition to the school's regular sick attendance policy. In some circumstances, NTCS may also require that siblings of a sick student also stay at home.

If a symptomatic student tests positive for COVID-19, they must stay at home, remain in isolation, and follow the instructions of the local public health unit. NTCS will follow public health protocols for contact tracing and notifications.

NTCS office staff will perform temperature checks on students sent to the office by their classroom teacher.

PARENTS AND VISITORS TO THE SCHOOL

Access will be minimized to reduce interaction and contact with students. All exterior doors will be automatically locked throughout the school day, except for before and after school, recess and lunch times, to provide hands-free passage for students.

A camera and intercom system at the east entrance connected to the school office is to be used by any parents arriving late, or needing to pick up or drop off a child during the school day.

Deliveries and mail will be left outside the building at the East entrance. No non-essential people will enter the school building.

Any essential visitors to the school building will be required to wear non-medical protective masks, face shields, or other personal protective equipment, depending on the nature of their essential visit.

Daily records of approved visitors to the school will be maintained and potentially available to public health officials for contact tracing purposes.

COMMUNICATION WITH PARENTS/GUARDIANS

The NTCS administration will continue to send periodic emails to all parents and guardians to be in regular communication about school activities and policies.

Parents/guardians and students should communicate with administration and the school office by email and telephone (416) 491 - 7667

Mrs. Brouwer, Principal – nbrouwer@ntcs.on.ca

Mlle Gagne, Vice-Principal – lgagne@ntcs.on.ca

Mr. Cooke, Administrator and Treasurer – gcooke@ntcs.on.ca

Office staff:

Mrs. Newsted – dnewsted@ntcs.on.ca

Ms. Leung – aleung@ntcs.on.ca