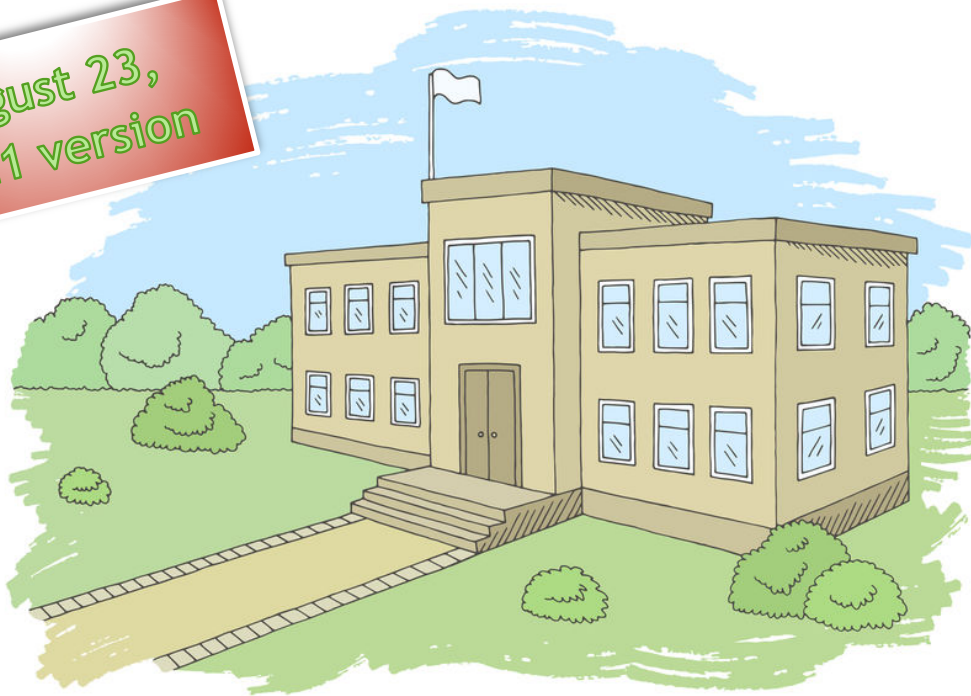


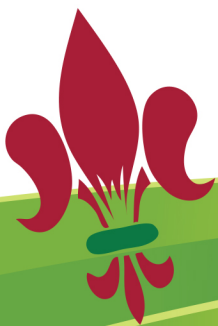
Planning to resume regular school and head office activities

August 23,
2021 version



Official revised version of August 23, 2021.

This version may again be revised, based on Ministry of Education guidelines
and health risk assessment.



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TOWARDS THE GRADUAL RESUMPTION OF REGULAR ACTIVITIES

1. Gradual exiting from the health emergency period should be considered responsibly and cautiously.
2. Decisions aiming to return to normal activities are made based on safety criteria for individuals, with a view to containing and limiting the spread of COVID-19.
 - The Ministry of Education, Saskatchewan's Chief Medical Officer, and the government issue guidelines that frame decisions made by *Conseil des écoles fransaskoises* (CÉF).
3. CÉF's responsibility is twofold:
 - ▶ Protect its students and staff by providing them with a safe work environment, and
 - ▶ Acting as a responsible citizen.

Three main rules guide people's conduct during a pandemic. These rules are independent and require everyone's vigilance. These guiding principles are:

- **Protection**

The first concern is protection from risk. People must protect themselves, protect others and encourage others to protect themselves.

- 4. **Solidarity**

The second concern is solidarity. In an emergency, people assist others, ask for help and, if necessary, encourage others to help each other for the common good.

- 5. **Responsibility**

The third concern is responsibility. In an emergency, people continue their activities or plan for means to compensate for them. They enquire about the state of the situation and aspects that affect them. They make a point of observing relevant instructions and notices. Management rules, such as those outlined in various management written procedures, continue to apply.

SAFETY RULES IN FORCE AT CÉF

As CÉF progressively allows access to its premises, offices and schools, specific rules will apply, and everyone will be responsible for their implementation.

Return to school is subject to current sanitary measures aiming to prevent the virus from spreading. These are reviewed by CÉF on a regular basis to consider various parameters including especially Public Health recommendations.

The following rules ensure the safety of all individuals and organizations that use CÉF's premises. Everyone bears collective responsibility in this regard. Therefore, CÉF staff, students, Early Childhood Education Centres (ECEC / CÉPE), community organizations that occupy the premises, individuals or organizations that rent space temporarily, and parents of students are subject to the following rules:

1. Hygiene and safety measures are in place in all CÉF facilities or community spaces.
2. Everyone must always comply with applicable health guidelines in the context of a pandemic. These guidelines are outlined in the "Pandemic Response Plan" in effect at CÉF.
3. Wearing a protective mask is always mandatory in all CÉF schools for all -- adults and students.
4. CÉF reminds all those who have been granted responsibility in using or visit CÉF facilities that they must wear a protective mask.
5. Exceptionally, school principals may dispense students and staff from wearing masks upon CEO / Director of Education authorization, and when social distancing rules can be followed.
6. CÉF students and staff may keep wearing their mask if they so choose:
 - a. Outside (in recess areas),
 - b. And in the school gym.
7. The use of a mask which makes one's mouth visible is not recommended in the context of CÉF activities.
8. Body temperature monitoring terminals are installed in each school and in the offices. The temperature of students and staff will be taken before entering schools and CÉF offices.
9. Personal protective equipment must be worn by staff members called to interact closely with students presenting COVID-19 symptoms.
10. CÉF maintains the rule of physical distancing between people, while asking that schools adapt this rule to the various situations they face.
11. School principals are responsible for ensuring that hygiene and safety rules are always followed by everyone.

12. Clear and adequate signage must be installed to control people's movements within CÉF's facilities.
13. Upon arrival, all individuals must wash their hands, in accordance with the rules in effect. Hand washing is essential in spread prevention and should be repeated several times per day.
14. Disposable tissues must be made available to everyone by the schools, organizations and ECEC (CÉPE). Tissues must be disposed of in a garbage can immediately after usage.
15. The premises are cleaned regularly during the day.
16. Washrooms and frequently-touched surfaces (door handles, light switches, desks, computer equipment, taps, etc.) must be cleaned with suitable sanitation products several times a day.
17. Premises as well as shared spaces are to be cleaned several times a day.
18. Individuals affected by one of the following conditions should not enter CÉF's premises, offices, or schools:
 - a. Individuals displaying symptoms associated with COVID-19, such as fever, cough, difficulties breathing or loss of smell without nasal congestion.
 - b. Individuals who have been instructed to self-isolate by a local public health officer for their region.
 - c. Individuals who have received a positive COVID-19 infection result.
 - d. Individuals who have been in close contact with a confirmed case of COVID-19.
19. Parents of students with a health vulnerability (that would put them at risk) or who choose the virtual learning mode for their children, must inform the principal of the school which their children attend.
20. Upon medical advice, staff members with a health vulnerability whose presence in school or at Head Office would put them at risk, may inquire with their supervisor as to arrangements that might be made allowing them to carry on with their duties in virtual mode.
21. People's usual routines must be adjusted, while collaboration and goodwill are both essential to the collective well-being. Therefore:
 - a. Every person must clean their workspace regularly.
 - b. Individuals who eat on site must plan a cold meal or bring a thermos, as well as their beverage.
 - c. Each person is responsible to clean any equipment shared by several people after their use (photocopier, etc.).
22. CÉF strongly recommends that eligible students and all staff get vaccinated (double injection).

PROTECT THE HEALTH OF OTHERS!

Respiratory hygiene



1

If you have to sneeze or cough, cover your mouth and nose with a tissue.



2

Dispose of soiled tissues in the trash.



3

If you do not have a tissue, turn your face into your shoulder or the bend of your elbow to sneeze or cough.



4

Wash your hands often. If soap and water are not available, use an antiseptic product.

IF YOU ARE ILL, AVOID VISITING FAMILY AND FRIENDS.

MANDATORY MASK WEARING IN CÉF FACILITIES

Use of a non-medical mask or face covering:

- See, if necessary, the video available at the following link:
<https://www.canada.ca/en/public-health/services/video/covid-19-wear-non-medical-mask-face-covering-properly.html>

To continue to limit the spread of COVID-19, here are the steps to wear a non-medical mask or face covering in places where it is difficult to comply with physical distancing:

Step 1: Wash your hands before using the mask.

First, wash your hands for 20 seconds.

Step 2: Place the mask on your nose and mouth while holding it by the elastic bands or cords and attach it.

Then, take the mask by the elastic bands or cords and place it on your nose and mouth, tying it well behind your head or ears.

Step 3: Adjust it as needed.

Adjust the mask on the nose and under the chin, making sure to completely cover your nose and mouth, without leaving any opening. Then, wash your hands again.

Step 4: Avoid touching it.

When wearing a mask, avoid touching it or touching your face. Wash your hands if you do.

Step 5: Use the bands to remove it.

When you no longer need to wear the mask, remove the elastics or cords without touching the front of the mask.

Step 6: Fold the mask, place it in a clean bag and wash your hands.

Fold the mask over itself and place it in a clean bag to wash it at home. If it is a single-use mask, throw it in the trash. Wash your hands.

Step 7: Change it if it is wet, dirty or damaged.

Change your mask as soon as it becomes wet, dirty, or damaged.

Step 8: Don't let the mask hang from your neck or ears.

Never let the mask hang from your neck or ears.

Step 9: Wash your hands after using the mask.

And don't forget to always wash your hands after using a mask.

When you wear a mask, you protect those around you.

However, wearing a mask does not prevent the spread of COVID-19 by itself. You should also wash your hands regularly, keep a distance of two metres from others and stay at home if you are sick.

Let's protect ourselves!

GUIDELINES FOR THE START OF THE 2020-2021 SCHOOL YEAR

Caution and compliance with preventive measures are always required.

CÉF makes it mandatory for students and all staff members to wear a mask.

Temperature checks at buildings' entrance as well as frequent hand washing are still in effect.

Physical distancing is also strongly recommended, wherever possible.

GUIDELINES RELATED TO SPREAD PREVENTION

A. HYGIENE RULES

- Handwashing is mandatory for all at the school entrance, upon return from breaks, after lunch and upon exiting.
- Hand washing should be repeated several times during the day.
- Hand sanitizer must be approved by Health Canada. Young children should only use the sanitizer under the supervision of an adult.

B. PHYSICAL DISTANCING RULES

- Maintaining physical distancing between people is important to prevent the virus from spreading. CÉF requests that schools implement measures that will allow people to maintain reasonable distancing.
- Students and staff should be reminded that the usual greetings are not appropriate in times of pandemic. New practices need to be implemented.
- School principals must provide procedures to supervise students' movements (entrances, outings, recesses, lunches, etc.), including hand washing.
- Where possible, regular cleaning of educational toys made available to students should be ensured. It is recommended to keep toys that encourage individual play.
- Students and staff must not share food, beverages, and other personal items. Identifying personal items with the student's name is required to discourage accidental sharing.

- The library will be open, and the loan of books authorized, with cleaning before the loan and upon return of the item.
- Each student must have access to a set of classroom supplies for their exclusive use (pencils, erasers, sheets of paper, notebooks, etc.).
- The use of common objects is permitted, as long as a cleaning is performed between each use.
- Students in connected classrooms must be able to use the computer. Frequent cleaning is required throughout the day.

C. PREMISES LAYOUT RULES

- The entrance to each CÉF building must be equipped with hand sanitizer. Disinfectant wipes will also be made available to schools by CÉF to wipe off frequently-used surfaces.
- All disinfectants used must be approved by Health Canada (DIN). All instructions on the label of disinfectants must be followed.
- A clean-up and sanitation plan for each school must be developed using current provincial guidelines. Roles and responsibilities, staff training as required, and the development of a maintenance schedule are recommended.
- Caretakers should review work plans to prioritize the frequency of cleaning and sanitation of common areas.
- Garbage cans should be emptied frequently throughout the day.
- Gloves are required when cleaning body fluids. Hand washing before and after wearing gloves is required. The gloves are changed after each use. Except in this situation, the use of gloves is neither required nor recommended.
- The facilities department will ensure that every school is well equipped with hand-washing supplies at all times, including soap, paper towels, garbage cans and Health Canada approved hand sanitizer.
- School staff must keep hand sanitizer out of reach of young children and monitor its use.

D. RULES FOR PEOPLE WITH CHRONIC ILLNESSES

Individuals affected by one of the following conditions should not enter CÉF's premises, offices or schools:

- a. Individuals with symptoms associated with COVID-19, such as fever, cough, difficulties breathing or loss of smell without nasal congestion.

- b. Individuals who have been instructed to self-isolate by the local Public Health officer in their region.
- c. Individuals diagnosed with COVID-19.
- d. Individuals who have been in close contact with a confirmed case of COVID-19.

The guidelines outlined in CÉF's pandemic action plan apply to the return to normal situation, particularly the section identifying a room that can temporarily accommodate children displaying symptoms associated with COVID-19. The school administration must send information related to the set-up of this room to the relevant Deputy Director of Education.

E. RULES RELATED TO MENTAL HEALTH AND STUDENT SUPPORT

Staff working with children should pay particular attention to the emotional well-being of children. In this regard, the standards provided in the North American Center for Threat Assessment and Trauma Response's document entitled "Guidelines for Re-Entry into the School Setting During the Pandemic" are being implemented for student supervision and support.

F. RULES RELATED TO SCHOOL TRANSPORTATION

- Seats on the bus must be assigned to students and a record of this seating plan must be kept at the school to facilitate required interventions in the event that a student is affected by COVID-19. Students who live in the same household should be seated together.
- Cleaning and sanitation of buses or other vehicles used to transport students are required between each trip.
- Parents are encouraged to transport their own children as much as possible.
- Wearing a mask is required for all students using school buses.
- Transport services will be offered when the schools reopen, subject to certain conditions:
 - **Passenger screening:** It is the responsibility of the parent/guardian to check the children before they take the bus. Sick children should not take the bus or go to school. If the child becomes ill on the bus, the school will immediately isolate the child upon arrival and contact the parent/guardian to pick up the child.
 - **Driver protection:** Drivers may consider using personal protective equipment (PPE), such as a face mask or face shield, if it does not interfere with their ability to drive the school bus. Partitions may be installed around the drivers.
 - **Hand hygiene:** Students are strongly advised to wash their hands with hand sanitizer before boarding the bus and once they arrive at their destination. When on the bus, students should avoid touching their faces, follow coughing instructions

and refrain from eating on the bus. As part of the post-departure inspection, the driver must ensure that any alcohol-based hand sanitizers are removed from the bus.

The carrier will have posted in each bus used by CÉF's students notices in French indicating the responsible behaviors to be respected in the event of a pandemic, in various places.

- **Air circulation:** Weather permitting, it is recommended that windows be opened to increase ventilation, thereby reducing the risk of transmission.
- **The passenger list:** The list of students taking the bus will be kept for 21 days to ensure that appropriate public health follow-up can take place if a student is exposed to COVID-19.

G . RULES RELATED TO EDUCATION SERVICES

- All CÉF students must pursue learning activities and attend their classes in face-to-face or virtual mode.
- School attendance is mandatory in Saskatchewan.
- Saskatchewan's curriculum will be followed in the classroom and, as a result, student learning will be evaluated in accordance with the rules set in CÉF's administrative directive on learning assessment.
- The end-of-term and report cards dates are scheduled in the 2021-2022 school calendar (calendar available on the CÉF website).
- Communication between the school and the family will continue in the usual manner, either by telephone, videoconferencing meeting or email.
- Students with specific needs, whether they have an individualized intervention plan or not, will receive all the services required to support their success and well-being at school.
- Counselling, remedial education, speech therapy, career counseling, occupational therapy and other services will be provided as per usual procedures, either in person or virtually.
- If a child is affected by a medical condition that causes their attending physician to declare that their presence at school puts them at risk, the school will provide

adapted teaching services. In this regard, CÉF has opted for a single virtual teaching platform, the TEAMS tool.

- PPE is available for students who become ill at school.
- If a child becomes ill at school, the guidelines provided in the CÉF pandemic prevention plan must be implemented without delay:

“Schools should provide for the allocation of isolation areas for the removal of students who have flu-like symptoms **while waiting for their return home.**

These isolation areas must be able to accommodate several students while maintaining a distance of two (2) meters between them. They must allow for students who make use of this area to be able to lie down, have access to vomit bags, tissues, antiseptic gel, a closed garbage can and drinking water. It is also recommended to provide them with an anti-projection mask to reduce the excretion of the virus in the immediate environment. The term “anti-projection” refers to the surgical or procedural type mask.

Housekeeping of these isolation areas should be done frequently with the usual disinfecting products. The use of gym mattresses to lay the students down is recommended, as they are available in all schools and are easily cleaned.

Each school must appoint a person responsible for this isolation area to monitor the students who make use of it. It is recommended that this person be provided with gloves and anti-projection masks that they should use if they are to have contact with students with signs of influenza.

Students with flu-like symptoms should return home. The school will provide them with an anti-projection mask, which they will have to wear until they are back home.”

(Excerpt from CÉF's pandemic response plan).

TO CONTACT US



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