

MEEZAN SCHOOL

# PLAN TO REOPEN, FALL 2020



Last revised: August 11, 2020

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## INTRODUCTION AND BACKGROUND

Since closing in-class learning at our school by provincial ministerial order on March 13, 2020, due to the COVID-19 pandemic and through to the end of our school year, we have had to reconsider many of the ways in which we work, learn and interact with one another.

We recognize, more than ever, the value the school holds in our community. It has become a special place of learning, where students grow intellectually and socially through their interactions with both other students and staff. This environment, and these relationships, are important to the ongoing development of our students and to their overall well-being. It is our goal to have students and staff return to school in a manner that maximizes the safety and well-being of staff, students, families, and the community.

Our plans to reopen the school is based on the framework and guidelines provided by the *Ministry of Education's Approach to Reopening Schools for the 2020-2021 School Year*. More so, this document has been greatly adapted from the Upper Grand District School Board's *UGDSB Plan to Reopen Schools – Guidebook for UGDSB Parents and Guardians*, August 2020.

In preparing to reopen our school, we will be implementing two approaches to learning:

1. **In-class Learning:** normal school routines (sometimes referred to as 'conventional in-person learning') with small class sizes and enhanced health and safety protocols in place.
2. **Online Learning:** learning through online tools and resources (sometimes referred to 'remote learning') as a core component of learning at our school.

We recognize that parents/guardians need to have predictability and routine in their family life so that they can arrange child care, home life and work commitments while knowing their child is receiving academic instruction in a safe environment. Given the uncertainty that we face in the coming months, flexibility, patience, and understanding will be needed as we develop solutions to the various challenges with a return to school.

Our approach to reopening, outlined in this document, are will continue to be informed by the advice and directions of the Ministry of Education as well as local and provincial Public Health officials. Working collaboratively with the

Muslim Society of Guelph, our plan will evolve as required, recognizing that public health guidance and directives from the Ministry of Education may change.

#### GUIDING PRINCIPLES FOR OUR RETURN TO SCHOOL

1. Keep students, staff, and the community safe and healthy.
2. Provide different opportunities for all learners in our continuity, including an online component.
3. Focus on student and staff well-being and mental health.
4. Address issues of equity and access for our students and families.
5. Keep students, staff, parents/guardians, and the community informed through regular communication.

Our parents/guardians will have many unique family situations and work commitments that they need to resolve. This plan will not be able to meet every individual situation. We will work to find creative solutions designed to help as many families as possible so that they can manage their competing demands of work, school, and family needs. We recognize that returning to school five days a week for all students will address the greatest number of family needs in our community. We also recognize that smaller classroom sizes are of tremendous benefit for learning as well as health and safety.

#### COMMUNICATION

The school will communicate regularly with parents/guardians in the weeks leading to the start of classes. Information and updates will be shared with families, students, and staff through a variety of means including, but not limited to our website at [meezanschool.com](http://meezanschool.com), email, phone calls, and social media.

#### REOPENING MODEL FOR SEPTEMBER

Meezan School is finalizing plans for reopening in September. The first day of classes will be Tuesday, September 8, 2021, insha'Allah. These plans include enhanced cleaning and safety protocols as outlined in this document. The plans will also include information on new/late student registration, first day routines (and beyond), communication with the school/teachers, and other protocols

and safety items. Important details will be shared with parents/guardians and staff before the school year starts.

**Please keep in mind that the COVID-19 situation continues to evolve and the details outlined below could change based on direction from the Ministry of Education and/or public health officials**

Similar to other elementary schools in Ontario, Meezan School be reopening with a conventional in-person delivery model of teaching and instruction, with enhanced health and safety protocols in place. In this model students attend school full time, five days per week starting on September 8, 2020. Fridays will be a half-day to accommodate salat-ul Juma at the masjid. During each day, students remain with only their class during the day, including during recess and lunch. Students within a class will stay together with one teacher in their classroom where possible. Specialized teachers, such as those teaching Quran, Arabic/Islamic Studies, and French, would go into each classroom to provide programming for students. All areas of the curriculum will continue to be taught.

#### IN-PERSON LEARNING AND ONLINE LEARNING

At this time, Meezan School will be focusing on in-person learning with a strong online component for students in grades 1 to 8. Students, who's parents/guardians opt for learning at home, can remain up-to-date with many of the subjects taught in their class.

Teachers will be using Google Classroom to share what is taught in class, post assignments, and communicate feedback with students and parents. All teachers providing lessons for a given class will create a subject-specific tab within the Classroom. Teachers might also opt to have subject-based Classrooms in addition to a main Classroom for their class. Specialist teachers (Quran, Arabic, and French teachers will also have access to the Google Classroom for each class they teach. Most curriculum areas will be taught, evaluated and reported on. Work completed through an online delivery format will be an integral part of assessing student progress. At this time, online learning for Physical Education, Visual Art, and Drama will not be available.

All teachers providing lessons for a class will collaborate to create one Monday-Friday timetable for students to follow, indicating live learning sessions and online 'office hours'. This timetable will be sent to parents/guardians in advance of being implemented. This will allow parents/guardians time to plan for their children to attend remote learning lessons, with some regularity and will create student routines.

Parents wishing their child/children to change from online to in-person learning (or vice versa), will be permitted to switch formats during the school year subject to available space. Parents/guardians should be aware that changing from one format to the other might have an impact on assessing student performance in some subjects. Parents/guardians looking to change from one format to the other are advised to discuss the potential benefits and challenges with their child's teacher.

Students enrolled in the online learning format may be required to come into school to complete specific assessments (e.g. tests, exams). If a teacher requests such an assessment be done by a student, a time and place could be agreed upon by both the teacher and parents/guardians. This could include a time and date after school.

## OUTBREAKS AND CHANGES TO LEARNING

Meezan School will have a plan should it be necessary to switch from in-school learning to an online learning approach depending on the status of COVID-19 in our region.

To facilitate this transition, the school will be working with parents/guardians to determine the 'at-home' technology needs for students in their class at the start of the school year. To prepare for continuity of learning, all classes will adopt and implement an integral online component in most of the subjects taught. Our school will be helping train teachers implement Google Classroom and Google Meet/Chat. These tools will be used as part of the regular 'in-class' classroom program from the start of the year, and parents/guardians will be expected to accept invitations to access Google Classroom. By putting these steps in place, a potential shift to remote learning will be more efficient and responsive to student and family needs.

## ACCESS TO THE SCHOOL SITE AND BUILDING

### PARENT/GUARDIAN AND VISITOR ACCESS TO THE SCHOOL

Only **staff, students, and essential visitors** are permitted inside the school. Essential visitors will complete a self-assessment screen for COVID-19 symptoms *before* entering the school and only be permitted to enter the building if they exhibit no signs or symptoms. Records of those visiting the school will be created and maintained.

All other parents and visitors will not be permitted inside the school during the pandemic, except in case of emergency. At entry and dismissal times, parents are to remain outside the school and adhere to physical distancing protocols.

#### COMMUNITY USE OF THE SCHOOL AND BUILDING

Working with the Muslim Society of Guelph, community access and/or use of the facility will be strictly limited to specific, pre-authorized areas at designated times.

Access and/or use of the classrooms, if any outside school hours, will be greatly restricted and adhere to the school's cleaning and sanitation protocols. Strict cleaning and sanitation protocols will be implemented both before and after any access or use.

Records for the use of any part of the facility will be created and maintained. The school and teachers will be informed of any spaces access and/or used.

#### COMMUNITY USE OF THE MASJID

Visitors' access to the masjid will be limited to specific parts of the facility at designated times. Community volunteers will be helping guide those visiting and maintain records of the facility's use. The Muslim Society of Guelph will also continue to implement health and safety protocols for those attending prayers.

Students and staff will not be using the masjid for classes and/or salat. At no point will staff and students be interacting or sharing facilities with any visitors to the masjid.

#### PARENT/GUARDIAN RESPONSIBILITIES

##### PRE-REGISTRATION

Parents/guardians of returning students will be required to pre-register for the Fall 2020 term. Students will be assigned to a specific class. The deadline for all students to pre-register for school is August 14, 2020. If the deadline is missed, the school cannot guarantee an in-class placement for returning student(s) being pre-registered.

## PARENT/GUARDIAN ACCESS TO SCHOOLS

Only essential visitors are permitted inside the school. Parents/guardians and all other visitors will not be permitted inside the school during the pandemic, except in case of emergency.

Meetings with teachers and administrative staff will take place virtually in the initial stages of reopening.

## PICK-UP AND DROP-OFF

At entry and dismissal times, parents/guardians are to remain outside the school and adhere to physical distancing protocols. Parents/guardians will be using the new parking lot, **entering and exiting on Denver Road**.

At drop-off time, there will be 15 minutes in which students can join their classes. Teachers will be waiting outside and students will be expected to line-up with their classes. Students must come with all their personal belongings for the day and be wearing a face-mask on arrival. Teachers will also check students for any potential symptoms of COVID-19 on arrival. When drop-off time ends, teachers will direct students to entering the school. Parents/guardians arriving late are asked to accompany their child/children to the designated space in front of the main entrance; waiting with them until an attending member of staff has checked the student for symptoms of COVID-19 and recorded the late arrival.

At pick-up time, there will be 15 minutes in which students can be picked-up. Before dismissal, teachers would have prepared students to be picked-up. Directed by teachers, students will be lined up with their class and waiting for parents. Students will not be permitted to enter the building during this time. Parents/guardians arriving late are asked to come to the space in front of the main entrance to pick-up their child/children. Any late pick-ups are recorded and a 'late pick-up fee' may be subsequently invoiced.

Parents/guardians are asked to arrive on time during the 15-minutes allotted for pick-up and drop-off. During pick-up and drop-off, parents/guardians are also asked not to approach and discuss matters with teachers.

## PERSONAL STUDENT BELONGINGS

Students will not have access to cubbies during COVID-19; all belongings will stay with them in the classroom. Students will be asked to bring a minimal amount of personal belongings to school. Student belongings should be taken home each day to be cleaned as needed.

Students will be provided space inside their own, designated desks to keep specific materials allowed by the teacher. This includes school-provided materials for each student's own use in class.

Students are not permitted to give and/or share any personal belongings with other students.

#### WATER BOTTLES

Students will be expected to bring their own, reusable water bottle to school each day. This water bottle must be in good working condition and be labelled with the student's name. All water fountains can be used to refill water bottles. Drinking directly from water fountains during COVID-19 will not be permitted.

#### SCREENING OF STUDENTS

Parents/guardians will be asked to perform a daily screening of their child(ren) for COVID-19 symptoms **before** leaving for school. Monitor your child for COVID-19 symptoms (see below).

Common symptoms of COVID-19 include:

- Fever (temperature of 37.8°C or greater)
- New or worsening cough
- Shortness of breath (dyspnea)

Other symptoms of COVID-19 can include:

- Sore throat
- Difficulty swallowing
- New olfactory or taste disorder(s)
- Nausea/vomiting, diarrhea, abdominal pain
- Runny nose, or nasal congestion – *in absence of underlying reason for these symptoms such as seasonal allergies, post nasal drip, etc.*

For additional information on symptoms, please see refer to the [COVID-19 Reference document for symptoms](#).

If your child shows any signs or symptoms, they (along with any siblings registered at the school) must stay home and the school must be contacted.

A secondary check for symptoms of COVID-19 will take place as students arrive at the school. Teachers may also choose to check for symptoms, when appropriate, during the day.

## INTERNATIONAL TRAVEL

All students returning to Canada from another country must self-isolate for 14 days, as a requirement of the *Quarantine Act*, before being allowed to attend the school.

## HEALTH AND SAFETY PROTOCOLS

### CLEANING AND SANITATION

The school will be properly sanitized before the start of each school day. During the school day, specific sites and shared facilities will be disinfected regularly.

Cleaning and disinfecting protocols will be in place before the school opens; implemented by trained staff.

### PHYSICAL DISTANCING

Signage on walls and floors will help students maintain physical distance from one another, where possible. The signage will be posted at various locations throughout the school.

Where possible, physical distancing measures will be used. These include:

- Maximizing physical distance between chairs and tables/desks in all rooms.
- Incorporating individual-based activities.
- Avoiding activities involving shared objects/toys/resources.
- Creating designated routes for students/staff to get to and from classrooms.
- Teachers directing class use of hallways during transition times.
- Using markings on floors and walls to promote physical distancing, including for lines/queues (e.g., tape on floors, signs on walls).
- Designating classes to which parts of the building, and which shared facilities, are permitted.
- Designating different doors for classes.
- Moving activities outside to allow for more space.
- Implementing a bathroom rotation system for cleaning and reducing interactions between students of different classes.
- Classes performing *zuhr* salat in their own classrooms.
- Staggering student break times and recess times where applicable.

Maintaining physical distancing at all times will be challenging. Adults and students will sometimes forget this important safety measure or will unintentionally enter someone else's space. It is important to recognize that we are aiming for the best efforts and not perfection. A friendly reminder will be provided when someone is failing to keep the required distance apart or when friends are seen in physical proximity to one another. Parents/guardians will be notified if their child is having difficulty maintaining appropriate physical distancing.

#### PERSONAL PROTECTIVE EQUIPMENT (PPE)

The school will provide disposable masks for individuals who may exhibit signs of illness. Meezan School will follow provincial PPE requirements, and we will communicate that to our staff. Staff are required to wear appropriate PPE for their respective roles and will be provided with the PPE if requested.

#### NON-MEDICAL OR CLOTH MASKS

Similar to the Ministry's guide to reopening schools, students in grades 3 to 8 will be required to wear non-medical or cloth masks indoors in school, including in hallways and during classes. Outdoor times like recess may be used as opportunities to provide students with breaks from wearing masks. Students arriving to school are expected to come to school wearing masks.

Students in Kindergarten to Grade 2 will be encouraged, but not required, to wear masks in indoor spaces.

Students are encouraged to practice wearing masks and learn what type of mask is most comfortable for them. Students may wear their own non-medical masks, and families who cannot provide a mask for their child may request support from the school principal, and if available, a mask will be provided.

Students will be taught the proper use of a mask. Any logo or design on a mask will be subject to normal school dress code policies.

#### HAND HYGIENE AND RESPIRATORY ETIQUETTE

The school will ensure that hand hygiene products are available in all rooms where possible as well as at school entrances (e.g. hand wash sink with soap dispenser or hand sanitizer). All staff, students and essential visitors will be expected to conduct proper hand hygiene, washing hands with soap and water for at least 20 seconds or using hand sanitizer, at the following times:

- Upon entering the school
- At regular time intervals throughout day
- Before/after eating food
- After using the restroom
- Before/after outdoor play
- After sneezing or coughing
- Before putting on and after removing PPE and/or non-medical masks/face coverings

Respiratory etiquette includes:

- Covering the nose and mouth during coughing and sneezing with a tissue or sneezing or coughing into your sleeve or elbow.
- Disposing of used tissues into the garbage immediately after use.
- Practicing proper hand hygiene immediately after coughing or sneezing or touching one's face.

#### VENTILATION

Where possible, windows and doors will be opened to allow fresh outdoor air into the school. The school is also exploring portable air filtration systems inside classrooms.

#### SYMPTOMS, CONFIRMED CASES, AND OUTBREAKS

Symptomatic individuals or anyone who has come into close contact with a suspected or confirmed case of COVID-19 in the past 14 days should be tested for COVID-19.

#### ISOLATION AREA

The school will be designating an isolation area. This area will be used for the temporary placement of any individual who becomes ill during the day. A kit will be available for use by the ill individual and staff member attending to them. This will include hand sanitizer, gloves, surgical/procedural masks, eye protection, tissues and a gown.

#### THERMAL THERMOMETERS

A thermometer will be available in each classroom and in the main office if needed to verify the temperature of an ill individual. The thermometer will be covered with single-use protective covers (discarded after each use) or cleaned

and disinfected after each use. Thermal thermometers will be used by teachers at the start of each day and at the discretion of the teacher or administrative staff should there be a concern that a student may be ill. Any readings from a thermal thermometer are to be kept strictly confidential – results may not be shared with students and only reported to the main office.

#### COVID-19 SYMPTOMATIC STUDENTS AND STAFF

Parents/guardians will be notified immediately if a child becomes unwell during the day. Symptomatic students will be immediately separated from others and supervised in a designated space. Parents/guardians (or designate) must immediately come to the school to pick up their child. Parents/guardians are expected to be reachable at all times during the school day and have an emergency plan if required to pick up a student from school. Students from the same family will need to be picked up as well. Symptomatic students will be supervised by a staff member who will follow safety protocols. Soiled personal items will be placed in a securely tied plastic bag and sent home with the student's parent/guardian. Soiled items will not be rinsed and/or washed at school.

Staff will complete a daily self-assessment prior to leaving for work and staff who have any signs or symptoms of COVID-19 will stay home. Symptomatic staff and essential visitors will go home immediately. If they cannot return home immediately, they will be isolated in the designated space until their departure.

A surgical/procedural mask is worn by the symptomatic person (if tolerated). Caretaking staff will clean and disinfect the designated room/space and any items touched by the symptomatic individual.

#### CONFIRMED CASES OF COVID-19

When a student or staff member has been diagnosed as positive for the COVID-19 virus, the school will follow the directions of Public Health. This may require one or multiple classes to move to a distance learning model or may require the school to be closed to in-person instruction for a length of time necessary, based on the time recommended by WDGPH.

Students or staff who test positive for COVID-19 must bring medical clearance before being allowed to return to in-person instruction.

Appropriate, specialized equipment will be used to disinfect any area accessed by someone reported as testing positive for COVID-19.

## PRIVACY

Staff will follow the directions from WDGPH in terms of what medical/health information related to colleagues, students or their families that can be shared. Parents will have to understand that not all personal information can be shared due to privacy concerns.

Should there be a concern that a student may be ill, teachers will act in a discrete and caring manner. Any concerns are to be kept strictly confidential and only reported immediately to the main office. Any suspicions of illness will not to be shared with students.

## SCHOOL DAY OPERATIONS

### ATTENDANCE

Student attendance will be taken for all students who arrive at school, and a record will be maintained when students are in areas of the building other than their classroom. This will assist WDGPH for contact tracing should a positive case of COVID-19 be determined. Daily attendance will also be taken for any student participating in online learning.

### SHARING OF RESOURCES/MATERIALS

Staff will limit the sharing of supplies, equipment, textbooks, and toys. Adequate supplies for instructional courses will be provided to each student, and where it is not practical to give each student their own resources, then the shared equipment will be cleaned or disinfected between use. Any equipment shared by students will be specific to a class only. Staff will review specific safety precautions required for classes that traditionally involve the sharing of resources between students (e.g. science, arts, physical education etc.).

### FIRE DRILLS

Practice drills will continue. Classes will move throughout the building while maintaining physical distance between students in the classroom, hallway and at all exits. Staff will review where to go in case there is a real emergency, and the school needs to be evacuated. Locations on the school playground or field will be identified that would allow for a physical distancing between students to be maintained.

## LOCKDOWN, TORNADO AND BOMB THREAT DRILLS

These drills will not take place during COVID-19, however, students will participate in a modified drill and review of emergency procedures in case of a real life-threatening situation. The modified practice drill must adhere to physical distance requirements.

## FIELD TRIPS

In the initial stages of reopening, field trips will not be permitted.

## CLUBS

School clubs that can maintain physical distancing or run virtually may continue. Clubs where physical distancing or virtual meetings are not possible will not be permitted at this time.

## CONTACTLESS PAYMENTS

To reduce the handling of cash, parents are encouraged to use direct online transfers, PayPal, or email transfers using online banking. To track payments are properly recorded, parents will be provided a school account number that should be added to any online payments where possible.

## SCHOOL EQUIPMENT AND SHARED SPACES:

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### DOORS

Where possible, and safe to do so, classroom and office doors will be left open during the day to minimize the number of students or staff who need to open the door physically. Where permitted by the Fire Code, doors will be left open to minimize contact in high traffic areas.

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### LOCKERS AND CUBBIES

Students will not have access to cubbies and space outside the classroom during COVID-19, so that all materials will stay with them in the classroom. All bags, shoes, boots, coats, etc. will remain at the student's personal space in each classroom. This will be revisited as the winter months approach.

**Students will not be required to have a second pair of shoes at school. Students must wear appropriate shoes throughout the day.**

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## SCHOOL SUPPLIES AND EQUIPMENT

Students may bring their own school supplies, but the sharing of school supplies will not be permitted. The school will be providing students some supplies and updating the 'required school supplies' list accordingly.

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## TECHNOLOGY AND ELECTRONIC DEVICES

For use of Chromebooks, the school is exploring how best to provide students with their own Chromebook for use throughout the school year. Students are not permitted to bring any electronic devices to class.

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## RESTROOMS

Signage will be placed inside the restroom, reminding students of both physical distancing and proper hand hygiene. Restrooms will be cleaned and disinfected throughout the school day and again each evening.

Students in Kindergarten will have access to their own, in-class sink and restroom. Students in grades 1 and 2 will have access to their own restroom. Teachers will help supervise class visits to the restroom.

Students in grades 3 to 8 will be using shared restrooms. For these students, there will be a restroom rotation system in place to reduce the interactions of students in different classes.

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## OUTDOOR SPACE

Our school has a brand-new outdoor space ideal for learning. Teachers will be encouraged to take advantage of outdoor space for instruction where feasible. Teachers will plan for and schedule the use of outdoor space to minimize interactions with other classes where possible.

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## RECESS

Recesses will be staggered based on the size of the outdoor space and the availability of supervisors. The schedule will allow for students to maintain appropriate physical distancing while still having an opportunity for fresh air and physical activity. When it comes to unstructured outdoor time (e.g., recess), students will be taught about the importance of distancing but it's recognized that this is challenging to enforce. Teachers will be directing transitions at the start and end of recess.

No food will be permitted on the playground.

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#### PLAYGROUND STRUCTURES

Playground structures and sandboxes will be closed to start the school year, due to physical distancing and cleaning concerns.

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#### SCHOOL LIBRARY

In the initial start up, the school library will be closed to students; however, a procedure will be put in place for the handling and returning of books.

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#### LARGE GROUP GATHERINGS AND ASSEMBLIES

In the initial start up, all large gatherings and assemblies will be cancelled.

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#### LUNCH TIME

Students will eat their lunch with their classmates. Students will be asked to wash or sanitize their hands before and after eating. Our 'no food sharing' policy (including between siblings) will continue and students will remain at their desks/seats when having lunch. Each teacher will determine an appropriate amount of time for eating lunch as part of a break; having all students stay in class during this time.

Parents/guardians are strongly encouraged to ensure students have adequate amounts of health foods for each lunch, helping ensure their child does not become hungry.

The school will not provide any utensils for student use. Microwaves will not be available for student use either.

During COVID-19, the school will not be having a 'pizza day' during the week. Outside food from restaurants or chains may not be delivered into schools since only essential visitors are permitted in the school during this time.

Students will be expected to keep all food packing and materials with them, in their lunch boxes after eating. Parents/guardians are encouraged to pack lunches that allow for materials to be easily returned home if only partially consumed.

Students are not permitted chewing gum at school.

## INDIVIDUAL EDUCATION PLANS (IEPS)

Meezan School is committed to supporting the learning needs of our students. The school looks to continue working with families to determine the support required to develop safe learning environments for students.

Some key considerations will be the following:

- Classroom teachers will be reviewing and adapting student Individual Education Plans (IEPs) that consider in-person classroom accommodations and modifications as well as those appropriate for online learning. This will enable teachers to be prepared to have plans in place to support the changing learning environments of our students.
- Identification, Placement and Review Committee (IPRC) meetings will be scheduled and held remotely. School administration will discuss the platform parents would like to use to hold IPRC meetings with a choice of an online virtual phone meeting or telephone meeting.

## SAFETY, MENTAL HEALTH, AND WELL-BEING

### STUDENTS WITH HEALTH CONDITIONS

Some students will not be able to take part in the in-person component of returning to school due to health conditions or other reasons. For this group of students, teachers will help ensure online learning remains a strong and positive option.

### RACISM, DISCRIMINATION, AND BULLYING

We all have a responsibility to prevent discrimination against all students and families. Staff will actively monitor any derogatory comments based on race at all times. Racism and bullying related to COVID-19 myths and misinformation will not be tolerated and will be specifically addressed early in the fall.

### STUDENT WELL-BEING

All staff will be made aware of the potential impact COVID-19 has had upon student learning, behaviour and relationships. To support creating a safe, inclusive, and welcoming space for learning – especially as many students possibly remain apprehensive for their safety and with feelings associated with

having been isolated – teacher will provide dedicated time to supporting activities and conversations that enhance mental health and student well-being. This will be done both through in-class learning and using online learning activities. The school will be working towards rebuilding our community of learners by supporting mental health well-being.

## HYGIENE AND CLEANING

### CLEANING PRODUCTS

The school will work to use asthma-safe, hospital-grade, green-based cleaning products where available. Scent-free products will continue to be preferred for cleaning. Caretakers will be responsible for: cleaning, sanitizing, and disinfecting. Cleaning involves removing dirt, while sanitizing reduces germs from surfaces up to 99.9%; and disinfectants destroy bacteria and prevent them from spreading. Soap and paper towels will be refilled as needed on a regular basis.

### TOUCH POINT CLEANING

Cleaning will take place in all high contact areas including desks, tables, railings, door handles and other surfaces throughout the school. Cleaning will take place at the end of each day with high touchpoint surfaces cleaned throughout the day. In addition to routine cleaning, surfaces that have frequent contact with hands will be cleaned and disinfected at minimum twice per day and when visibly dirty.

Caretakers at the school will focus on high touch surfaces, including door handles, railings, water fountains, faucets, and areas such as restrooms. Special attention will also be focused on classrooms and the isolation room when anyone is sent home for exhibiting any signs of illness.

As students and staff return to school, cleaning routines will be based on current advice from WDGPH and directions from the Ministry of Education in consultation with the Medical Officer of Ontario.

### HAND CLEANING

Hand sanitizer placement will be prioritized in portables, school entrances and in classrooms without a water supply. Students will also be expected to use opportunities to wash hands with use of restrooms. With the school ensuring supplies for washing hands, teachers will be introducing hand-cleaning routines, implemented throughout the day.

#### WATER FOUNTAINS

The water fountain will only be used for filling water-bottles and will be cleaned on a regular basis. Drinking directly from any tap or fountain is not permitted.

#### GARBAGE AND RECYCLING

Classroom garbage will be collected and disposed of daily. All garbage pails/bins will be lined with plastic bags.

Students will be asked to bring home all food containers and recycle in their own home rather than at school. Items for recycling will be paper and cardboard boxes from school-based activities only.