

Riverside's COVID-19 Return-To-School Guide

Last edited on August 27th, 2020

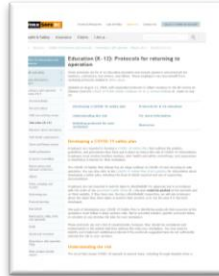
Health and Safety At-A-Glance

To create our health and safety plans, we followed these guiding documents (click to view):

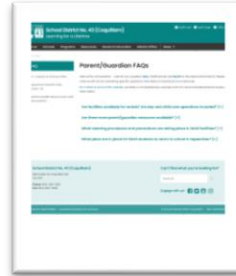
[BC Government
Back-To-School Plan](#)



[WorkSafeBC
Education \(K-12\) Protocols](#)



[School District 43
COVID-19 Guidelines](#)



Health Protocols

COVID-19 Safety is Part of the Student Orientation on Sept 10/11

Daily Health Screening of Students and Staff Before Going to School

Students and staff must self-assess their health every day before deciding to go to school. This can be supported by parents helping to make that decision. Please do not come to school if you are exhibiting any cold/flu/COVID symptoms. BC published a guide to doing the Self-Check. Bottom line: if you have cold symptoms, don't come to school and use the attendance reporting link to let us know.

- Students who are ill (cold, flu or [showing Covid-19 symptoms](#)) must stay home. If a child becomes ill during the school day, they will be isolated from their Learning Group/class and the parents contacted to come and pick up as soon as possible.
- Families arriving from outside of Canada must self-isolate for 14 days before entering school.

Masks

Staff and students must bring a mask to school every day. Masks are to be worn when you are outside your Learning Group. Masks must be worn in all locations in the school: the only exception is your learning group classroom and when you need to remove the mask to eat or drink.

- The only exception is for staff and students with a medical condition that precludes them from wearing a mask.

Hand washing

Upon entry into the school, we ask that students use hand sanitizer. Hand-washing stations will also be present in the certain locations in the halls.

Sudden Onset of Symptoms at School

Anyone who exhibits symptoms of Covid-19 at school will be escorted to an isolated area and parents will be contacted to immediately pick up the student from school. This determination will be done by an administrator or designated staff member.

Physical Distancing, Cleaning Protocols

- There will be enhanced cleaning protocols especially focused on high touch points (doorknobs, faucets, etc.)
- Teachers will be encouraged to take their class outside more frequently where appropriate
- We may need to adopt a staggered schedule approach to promote physical distancing at drop off/pick up

- There will be no large gatherings (assemblies, special events, open house) at this time.
- No sharing of food or drink.

Visitors

Parents and visitors must make an appointment to meet with staff. There will be limited access to the building by parents and visitors. All visitors must sign in for the purpose of contact tracing. Virtual meetings will be an option for staff and parents.

- We ask parents to practice physical distancing (staying apart 2m) when on school grounds. This is for your safety, the safety of staff and students and is good modeling for our students.

Safety Systems

Learning Groups

A [Learning Group](#) is defined as a group of students and staff who remain together for an extended period of time and who interact primarily with each other.

In the Coquitlam School District, the Learning Group will be your student's classmates and any staff assigned to work with the students on a regular basis, like the class's teacher. Within the learning group, there will be less emphasis on physical distancing, but physical contact is discouraged. Secondary schools are being organized in quarters: Q1, Q2, Q3, Q4 (8-9 weeks in duration). The Ministry of Education has stated that Learning Groups cannot exceed 120 people at secondary school. In many instances, our learning groups will be significantly smaller. A typical student schedule will have 2 courses per quarter, at times 3. One course will take place in their Learning Group and the second will occur in a physically distanced environment twice per week and remotely for the remaining days of the week. Courses outside the Learning Group will be smaller in size.

If students interact with students or staff from other learning groups, they are to practice physical distancing or wear a mask. In some cases, specialist teachers who work with students from different learning groups (i.e. Learning assistance or English as a Second Language) will wear a mask if they cannot maintain physical distancing.

Hybrid Classes

For all the students' classes other than the Learning Group Class, physical distancing (2m), masks, and reduced class sizes will be enforced. Students in every class will be following a remote learning system three days per week. That way, there will be a maximum of 15 students per class and the ability to space desks or workspaces 2m apart. For these non-learning-group classes, students attend on Monday and Thursday if their last name is between A and L, and Tuesday/Friday if the last name is between M and Z.

Traffic Patterns

Our stairwells will have a 'one-way' rule. A map of the hallway and stairwell directions will be posted at all entrances. Hallways will have a centerline much like a street to keep people separated and walking on the right-hand side. We will be opening classroom doors so there is reduced congestion in the halls. After entering, students are to proceed to their classrooms.

Plexiglass

We have installed plexiglass in our reception and counselling areas to increase safety in those high-traffic areas.

Timetable Changes

All these changes apply to the entire 2020/2021 school year.

SEMESTERS → QUARTERS

Normally, we offer students 8 courses per year: 4 in the first half of the year (Semester 1) and 4 in the second half (Semester 2). We will be slicing each semester in half, creating two quarters in each semester. Our new timetable will offer 2 courses in each quarter plus X block (early morning class for some students), lasting 9 weeks each.

- Blocks 2, 3, 4, and 5 will be double the time (150 minutes including 30 minutes of flexible time)
- Block 1 (“X”) will continue to run as a full semester course, at the same time (7:37am to 8:55am) but according to the daily Hybrid Schedule system.

DAILY IN-PERSON ATTENDANCE → “LEARNING GROUPS” and “HYBRID CLASSES”

One of your classes for each 4-week term will be your “Learning Group” class. Block 2 is your first Learning Group. The students you see with you in that class are officially part of your 4-week-long learning group. For that time, you can interact with them in class without a mask on, and work with them closer than 2 meters. Outside the learning group class of students and the room itself, you must follow the safety rules explained later in this guide.

Hybrid Classes are all other classes you are in except for that learning group class. You only attend hybrid classes two days a week. The other days are spent at home or in another individualized location doing online/remote learning assignments from that same class.

To ensure that all classes have an equitable amount of in-person instruction time, we switch which the morning and afternoon classes so that everyone has a new learning group for the second part of the quarter and the same amount of in-person time.

LINEAR MATH 9/PE 9 → QUARTERLY MATH 9 and PE 9

In the past, Math and PE at the Grade 9 level have been taught as a year-long course, with Math and PE taking turns every other day. With the Quarterly system, we will have to take a break from the ‘Linear’ system and run Math 9 and PE 9 the same as every other class

CALENDAR OF QUARTERS

	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
	Sept 14- Oct 21	Oct 22- Nov 17	Nov 18 – Dec 18	Jan 4 – Jan 29	Feb 1 – Mar 5	Mar 8 – Apr 23	Apr 26 – May 25	May 26 – June 25
Blocks	1 (X)	1	1	1	1 (X)	1	1	1
<i>(red is learning group)</i>	2	2	3	3	2	2	3	3
	4	4	5	5	4	4	5	5

Most Grade 9 students will only have Periods 2, 3, 4, and 5. They would start the year with just Periods 2 and 4 classes as shown above.

RIVERSIDE TIMETABLE AND BELL SCHEDULE

Where the boxes are shaded in grey, that's where you attend AT RIVERSIDE if you have a class in that period. Where there is a white background, you will be engaging with your teacher via online learning, which may or may not include live Teams sessions.

QUARTER 1 (FIRST 4 WEEKS)					
Last Names A-L					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:30am - 8:45am	Period 1 Class	Online Period 1 Class	Online Period 1 Class	Period 1 Class	Online Period 1 Class
9am - 11:00am	Period 2 Class	Period 2 Class	Period 2 Class	Period 2 Class	Period 2 Class
11am - 11:30am	Flex time	Flex time	Flex time	Flex time	Flex time
11:30am - 12 noon	Lunch	Lunch	Lunch	Lunch	Lunch
12pm - 2pm	Period 4 Class	Online Period 4 Class	Online Period 4 Class	Period 4 Class	Online Period 4 Class
2pm - 2:30pm	Flex time	Flex time	Flex time	Flex time	Flex time
Last Names M-Z					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:30am - 8:45am	Online Period 1 Class	Period 1 Class	Online Period 1 Class	Online Period 1 Class	Period 1 Class
9am - 11:00am	Period 2 Class	Period 2 Class	Period 2 Class	Period 2 Class	Period 2 Class
11am - 11:30am	Flex time	Flex time	Flex time	Flex time	Flex time
11:30am - 12 noon	Lunch	Lunch	Lunch	Lunch	Lunch
12pm - 2pm	Online Period 4 Class	Period 4 Class	Online Period 4 Class	Online Period 4 Class	Period 4 Class
2pm - 2:30pm	Flex time	Flex time	Flex time	Flex time	Flex time
QUARTER 1 (WEEKS 5 to 8)					
Last Names A-L					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:30am - 8:45am	Period 1 Class	Online Period 1 Class	Online Period 1 Class	Period 1 Class	Online Period 1 Class
9am - 11:00am	Period 2 Class	Online Period 2 Class	Online Period 2 Class	Period 2 Class	Online Period 2 Class
11am - 11:30am	Flex time	Flex time	Flex time	Flex time	Flex time
11:30am - 12 noon	Lunch	Lunch	Lunch	Lunch	Lunch
12pm - 2pm	Period 4 Class	Period 4 Class	Period 4 Class	Period 4 Class	Period 4 Class
2pm - 2:30pm	Flex time	Flex time	Flex time	Flex time	Flex time
Last Names M-Z					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
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9am - 11:00am	Online Period 2 Class	Period 2 Class	Online Period 2 Class	Online Period 2 Class	Period 2 Class
11am - 11:30am	Flex time	Flex time	Flex time	Flex time	Flex time
11:30am - 12 noon	Lunch	Lunch	Lunch	Lunch	Lunch
12pm - 2pm	Period 4 Class	Period 4 Class	Period 4 Class	Period 4 Class	Period 4 Class
2pm - 2:30pm	Flex time	Flex time	Flex time	Flex time	Flex time

OFF-TIMETABLE COURSES

If your timetable includes a Period 6 through 15 course, it is called “Off-Timetable”. Each off-timetable course has a unique start and end time and depending on the course will run at the same time as Periods 1 through 5.

Examples include:

Career Life Connections 12

- Grade 12’s will be completing the CLC12 course and a Capstone Project. The meeting times will be individualized and will occur either remotely or with social distancing and masks as with the other Hybrid Classes.
- More information is coming in the next few weeks about this course for all Grade 12’s.

Peer Tutoring 11/12

- Students are assigned to a particular period and class for this course. For example, a student might be assigned to a Math 9 class in Period 2, Quarter 1. They become part of that learning group as they are always with that class during the learning group designated period.

Digital Learning 10

- This course is taught by Mr. Barrazuol and Mr. Robinson DURING certain classes that Grade 9’s have. They will connect with your child in Periods 2, 3, 4, or 5, and provide more information there as to the schedule of visits.

FIRST TWO WEEKS OF SEPTEMBER

Monday	Tuesday	Wednesday	Thursday	Friday
September 7	September 8	September 9	September 10	September 11
LABOUR DAY HOLIDAY (School closed)	Students do not attend	Students do not attend	Orientations ** Wear a mask **	Orientations ** Wear a mask **
September 14	September 15	September 16	September 17	September 18
QUARTER 1 BEGINS!				

Orientations on Sept 10 and 11 will include our Grade 9 Digital Boot Camp:

Students will attend a safety orientation session during. Students who don’t have their own mask will be provided with a mask and will be asked to wear it while at school.

At Riverside, students bring their own laptop with them to school every day. We use “Digital Boot Camp” to initiate all students into the platforms that our teachers rely on to present and showcase work. Parents are asked to sign a permission form at the beginning of the year to allow their child to use these platforms.

Digital Boot Camp used to be a few days before the start of the year for Grade 9’s to learn everything needed to succeed with their device at school. This year, we will be using their Period 2 class to do their Boot Camp preparation. A schedule will be posted online that shows when that will happen and will be also be added to the app and to an email before Labour Day.

Platforms we teach students to use:

- Microsoft Office 365: Teams, OneNote, Outlook, Word, Excel, Powerpoint
- Edublog, MyEducation BC (MyEd BC)

Other Information

STUDENT TIMETABLES

Student Timetables will be available live on the MyEd BC starting September 8th. In addition, we will be providing a paper copy at the Orientation days.

LOCKERS

Lockers are only for use for students who have PE, as they will require a location to store their laptop and belongings during the class. A locker will be assigned as needed during the first week of PE classes. All other lockers will remain unused in the school as we are unable to ensure safety under our COVID-19 protocols.

COURSE CHANGE REQUESTS

Counsellors will be considering course change requests that are sent to them via email. The reasons for course change must include:

- Insufficient number of courses (you need to have 8 courses minimum, not including Digital Learning 10, CLC12)
- Documented change in university entrance requirements for Grade 12's
- Already completed one of the courses on your timetable during summer session.
- An error: something you did not request as one of your 8 courses OR alternates is on there.

HOCKEY ACADEMY

Hockey Academy is going to run as expected, although with an altered timetable. Teachers will notify students and parents directly.

SCIENCE COOP (Sem 1), and OUTDOOR ED (Sem 2)

These programs are typically all-day for a limited group of students. Teachers will organize their own specialized timetable and communicate directly to families. For Science Coop, the timetable will contain flex and online times.

More information coming in the next two weeks regarding:

- CAFETERIA
- MUSIC CLASS SCHEDULES
- SEATING LOCATIONS FOR LUNCH TIME
- PHOTO DAYS
- FORMS AND FEES
- GRADUATION YEAR EVENT PLANNING

Thank you!