



TOGETHER *Again*

HHA COVID-19 School Reopening Handbook



AUGUST 2020



Together Again

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Dear HHA Community,

We have so much to be proud of as a community. As the pandemic forced our doors to close in March, we continued to learn and build a sense of community with engagement, innovation and empathy.

Our safe return to the hallways of the HHA is a partnership between all of us. It rests upon each of us committing to be caring and act responsibly at all times.

Our goal is to create a school environment that best safeguards the safety, emotional well-being, and dignity, of our students, staff and families. Our Guidelines for Reopening have been developed in consultation with Public Health, medical specialists, our dedicated educators, and highlight what each of us must do so that we can be **TOGETHER AGAIN**.

Our guidelines represent a comprehensive approach to take all measures necessary to prevent the transmission of COVID-19, while providing a nurturing environment for our children that fosters academic and social growth.

Challenge breeds opportunity. Now is our moment to expand our children's experience beyond the classroom walls, to explore the natural, outdoor, world at our fingertips, and harness technology to break down barriers and open new vistas.

COVID-19 remains dynamic and new information is constantly emerging. We will continue to closely monitor and re-evaluate our approach as the situation develops.

We appreciate your partnership and trust. If you have any questions or concerns, please reach out to us at any time.

Looking forward to being Together Again!

Rabbi Daniel Green, Dean

Rabbi Yaakov Morel, Principal



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RISK MITIGATION

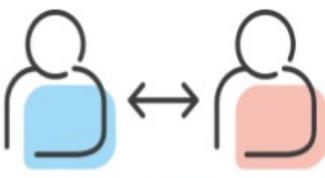
The HHA is creating multi-tiered efforts to mitigate risk for our students, staff, and HHA family. While there is no guarantee against the spread of COVID-19, we have instituted multiple levels of protection to help mitigate the risk.



SCREENING



MASKS



PHYSICAL DISTANCING



HYGIENE



SANITATION

DAILY ACTIVE SCREENING

- To ensure the safety of our school community, all individuals entering the school will be actively screened daily prior to entry. This will include screening questions and temperature assessments.
- The screener will maintain physical distance of at least 2 metres or wear appropriate PPE.
- Daily records of everyone entering the school will be kept to ensure that records can be made readily available to public health to facilitate contact tracing if needed.
- The school will have various access points designated by families, buses or carpools.
- Proper signage will be posted on the exterior of the building, reminding people who are feeling ill not to enter, as well as indicating where and how to exit.
- Surface decals will be placed on the exterior pavement to insure that students and families socially distance during pickup and drop-off.
- Parents will be informed and directed to their designated entrance prior to school commencing.



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POSITIVE SCREENING

When a child or adult is positively diagnosed with COVID-19, sensitivities will be given to ensure that the dignity of the child and staff member is safeguarded. All students will be spoken to at the beginning of the year of the likelihood that they or a member of our school community will be diagnosed with COVID-19. The goal will be to normalize the diagnosis so that no child or adult should experience shame or guilt.

COVID-19 has a variety of symptoms and many students will exhibit symptoms without having COVID-19. If your child has symptoms related to a known cause (such as asthma or seasonal related allergies), you will be asked to complete a parental declaration.

If a student or staff member fails a symptom screening, they will require to get tested for COVID-19. If the result is negative, the individual may return 24 hours after symptoms resolve. Alternatively, a doctor's note can be provided that will attribute the symptoms to a different cause.

CONTACT REPORTING

If a student exhibits COVID-19 symptoms during the day, the child will be escorted to a designated isolation room at the HHA accompanied and monitored by a staff member in PPE. Parents will be notified to pick up their child. In such an event, a doctor's note, or a negative COVID-19 test, will be required before re-entry.



Schools must immediately report **any suspected or confirmed cases** of COVID-19 within the school to Public Health and provide any materials (e.g., daily attendance and transportation records) to support case management and contact tracing. Public Health officials will determine any additional steps required, including but not limited to the declaration of an outbreak and closure of classes and/or schools.

If anyone in a family has been diagnosed or exposed to Covid-19, parents must notify Public Health and immediately report the exposure to the school by text, e-mail or phone call within an hour of diagnosis or hearing of the exposure. The school will also notify Public Health directly and follow all Public Health guidelines.

Cohorts where a child has received a positive Covid-19 test may be required to self-isolate for 14 days under the direction of Public Health.



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A child or adult who has come into close contact with someone who has tested positive for COVID-19 must contact Public Health and may be required to self-isolate for 14 days as a “Close Contact.” Someone who has come into close proximity to a Close Contact must contact Public Health but often times will not be required to self-isolate.

Please contact Hamilton Public Health Services with any questions at 905-974-9848. Also see [self-isolation: guide for caregivers, household members and close contacts](#) and [You were tested for COVID-19: What you should know.](#)



CONTACT CHART

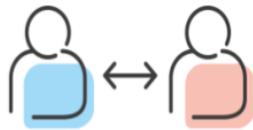
CATEGORY	STATUS
<p>“CASE” The originator. The confirmed, probable, or suspected case of COVID-19.</p>	Requires quarantine
<p>“CLOSE CONTACT” Someone with close, prolonged contact with a Case. This generally necessitates:</p> <ul style="list-style-type: none"> • A 15 minute interaction • Within 2 metres • Without “source control” (unmasked) 	Will likely be required to quarantine (self-isolate) 14 days
<p>“NON-CLOSE CONTACT” Someone with minimal interaction with a Case</p>	Will likely be required to self-monitor.
<p>“TRANSIENT INTERACTIONS” Such as, walking by the Case or being briefly in the same room.</p>	Will likely not be required to take further steps.

Interim Guidance: Public Health Management of Cases



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PHYSICAL DISTANCING



Physical distancing is the most effective way to reduce the risk of COVID-19. The following protocols will be implemented at the HHA:

- The role of physical distancing to prevent infection will be discussed with all students. All students will be informed about how physical distancing has been implemented in the school as well as their expectations.
- All physical contact will be avoided (e.g. hugging, high fives, etc.). These new norms will be taught, modeled and reinforced within the school.

According to SickKids COVID-19 Guidance for School Reopening, distancing is not an all-or-nothing proposition within a school setting, and a 1 metre separation provides protection that may approach the benefits of 2 metres. As such, classrooms are being set up with distancing recommendations between desks of at least 1 to 2 metres, depending upon space availability.

COHORTS & DIVISIONS

Recognizing that strict social distancing between students in a classroom setting may be untenable, the school will be functioning with “cohorts” and “divisions” to limit the potential spread of infection. Cohorts will be kept to 15 students whenever possible.

The school will be divided into 5 divisions to limit teacher-to-student contact and student-to-student contact.

Divisions will be:

- Daycare
- Kindergarten - Grade 1
- Grades 2-4
- Grades 5-6
- Grades 7-8

- ⇒ Recess space will be divided by divisions.
- ⇒ Teachers will teach within specific divisions (with the exception of some specialists).
- ⇒ Before and aftercare will be divided by divisions.

This will limit the risk-exposure to infection and may limit the necessity to quarantine in the event of a positive COVID-19 case.

MASK POLICY



All adults who enter the school building will be required to wear a mask.

Visitations to the school will only be for essential purposes. Parent meetings with teachers and administration members will be conducted via zoom or telephone unless otherwise necessary.

Protocols for first days of school drop-off, will be provided to parents prior to the beginning of the school year. An assigned time will be provided prior to the commencement of school for parents to deliver their children’s supplies to the classroom.

During the year, parents of children in grades 2 and under, can walk their children to the doorway. Parents of children in grades 3 and above should remain in their cars. The HHA is sensitive to the individual needs of every child. Accommodations can be made for specific children in consultation with the Principal.



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During drop-off a distance of 2 metres will be maintained. Surface decals will be placed on the exterior pavement to insure that students and families socially distance during pickup and drop-off.

Students in Grade 1 and above will be required to wear masks when in the corridors of the schools and when entering and exiting the building.



Within classrooms, children in grades 4 to 8 will be required to wear a mask. Younger students of any age are welcomed to wear one.

HHA recognizes the health risks of enforcing mask compliance on children, as well as the broader academic and social emotional impacts. Nonetheless we will be following the recommendations of Public Health, and SickKids COVID-19 guidelines, and be requiring students in grades 4 to 8 to wear masks.

Students will be taught how to put on and take off their masks as well as other mask related protocols.

In classrooms, when possible, pods will be created that will enable children, in Grades 4 to 8, to safely unmask when needed.

Masks should be changed if soiled, damp, or damaged. Single-use non-medical masks should be discarded after use or if the above occurs. In the case of reusable non-medical masks, masks can be folded in half and stored in a breathable bag (e.g. paper not plastic) if being reused or washed with soap and hot water after use.

Resources from the [Public Health Agency of Canada](#) and [Public Health Ontario](#) provide details regarding the use, wear and storage of non-medical masks.

OUTDOOR LEARNING

The transmission of the COVID-19 is significantly reduced in outdoor settings. As such, masking is not required outdoors when students are not in close contact.

Teachers will be encouraged to incorporate outdoor learning activities into the curriculum. The HHA will champion outdoor learning as a methodology to expand our student's educational experience. This will include discovery, experimentation, learning about and connecting to the natural world, and engaging in environmental and adventure activities. Healthy interaction and socialization is central to child development and innovative ways to safely promote social emotional development will be constantly explored.

Outdoor learning areas will be created to accommodate all classes. Also, professional development sessions will be devoted to discussing innovative ways to achieve effective and engaging outdoor learning on campus and in the area.

STAFF MASKING

- All staff will be required to wear masks in the school building.
- When separated by a Plexiglas divider, teachers will have the option to unmask.
- One-on-one essential interactions between a student and the Principal, Counsellor and Student Support Specialists will require a plexiglas divider.

MOVEMENT AT SCHOOL

- Designated routes will be created for students to get to and from classrooms, including separate entrance points for divisions.
- Visual guides (such as tape on floors and posters) will help direct students to their classrooms and recess.
- Washrooms will be designated for specific divisions with sanitizing procedures implemented.
- Staggered periods of student movement around the school will be implemented to discourage students congregating in the hallways.
- Parents and non-staff visits will be limited to essential matters.

START & END OF DAY

- **Daycare Doors Open: 8:00am**
- **Before Care Doors Open (K to Gr 4): 8:00am***
- **Doors Open (K to Grade 8): 8:35am**
- **Anthem: 8:50am**
- **School Ends: 3:30pm**
- **Aftercare (K to Gr 4) Ends: 5:00pm***

The school will have various points of entry designated by families, buses or carpools. Parents will be informed and directed to their designated entrance prior to school commencing.

- When the doors to the kindergarten and grades open at 8:35am, all students will go directly to their classroom.

* For registered students only

- Before Care will be available for K to Grade 4 (separated by divisions) between 8:00-8:35am. Pre-registration is required.
- Aftercare will be available for students in K to 4 (separated by divisions). Children must be pre-registered to attend. In case of an emergency, please call the school office to assist in accommodating your need on a particular day.
- Please do not bring any children to the school campus, even outdoors, prior to 8:35am if they are not registered for Before Care.

OUTDOOR ACTIVITIES



Designated outdoor areas will be assigned to each school division during recess and masking will not be required.

- Children will perform hand hygiene prior to outdoor play.
- Students will not be allowed to touch one another.
- Separate entrances and exits will be designated for different divisions.
- Only non-contact sports are permissible.
- Sports equipment (e.g. balls, hockey sticks etc.) will be cleaned prior to each use.



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SCHOOL ASSEMBLIES



- Large gatherings will be cancelled for the immediate future.
- Communal use spaces such as the lunchroom, chapel, etc. will only be used when physical distancing and disinfecting procedures can be implemented.

INTER-STAFF CONTACT

- Desks must be sterilized after each use.
- Sharing phones will be discouraged.
- The staff room will be closed for mingling.

HAND HYGIENE



Proper hand hygiene is one of the most effective strategies to prevent the spread of most respiratory viruses.

- Good hand hygiene will be promoted, scheduled, and made widely available within school.
- Higher grade students, and staff, will be encouraged to carry their own hand sanitizer.
- Access to sanitizer dispensers (with hand sanitizer 60-90% USP grade alcohol) will be available in all classrooms and hallways.
- Adequate resources and a replenishment process will need to be in place to ensure supplies are available to perform hand hygiene

frequently. Liquid soap and hand sanitizer will be replenished and paper towels for drying. No-touch waste receptacles will be available for disposal of materials.

STUDENTS WILL BE TAUGHT:

- To avoid touching their face, eyes, nose and mouth as much as possible.
- How to wash hands properly.

A REGULAR SCHEDULE FOR HAND HYGIENE IN EACH CLASS WILL INCLUDE:

- Entering and before exiting the building.
- After using the washroom.
- Before and after eating.
- When sharing equipment/toys.
- Before putting on and after touching or removing their mask.
- After sneezing or coughing (in a tissue or elbow).

Age-appropriate signage will be placed throughout the school to remind children and staff to perform proper hand hygiene.

SANITIZATION

In addition to our regular cleaning and sanitization schedules, our facilities team will adapt the following procedures:

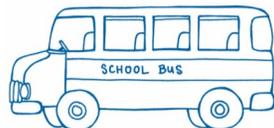


- Restrooms will be cleaned and disinfected several times a day .
- High touch surfaces, such as handrails and door knobs, will be disinfected several times a day.
- Whenever possible, doors will be propped open throughout the building.
- Garbage receptacles, without lids, will be placed throughout the school campus.

VENTILATION

Environmental conditions and airflow influence the transmissibility of COVID-19. Increased ventilation in classroom environments will be provided for students.

BUSES



- Buses used for transporting students will be cleaned and disinfected after each use.
- There will be assigned seats on the bus with preferably one student, or family members, per row.
- A record of this seating plan will be kept to share with contact tracing should this be required.
- A physical barrier (e.g. plexiglass) will be installed between the driver and passengers.
- The bus driver will do active screening each day with the students and will screen themselves daily, as well, prior to transporting children.
- A full bus policy document will follow shortly.

FOOD AT HHA



- Students will eat lunch in their classroom, with their cohort, to minimize contact and transmission.
- Staggered lunch times will allow students to wash hands before eating, without creating congestion in washrooms or hand washing stations.
- 'No food sharing' policies will be reinforced.
- Activities that involve preparing food will be avoided.
- The Breakfast Club will be a "Grab and Go" format for bus children and others upon special request.
- When teachers serve food (Shabbat party, etc.), the teacher must wear gloves and only individual portions will be given to each student.
- School water fountains will only be used to fill up water bottles.

SYNCHRONOUS LEARNING

- Children who are unable to attend classes due to COVID-19, will be able to join the class remotely via a live ZOOM feed directly from our classrooms.
- Students will be expected to attend all classes and keep up with work assignments.
- Teachers will develop individual plans, within their classes, regarding handing in assignments and testing.



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- Classes will be prepared to transition to an online model should the need arise.
- Classrooms will have technology upgrades to facilitate students that need to Zoom in.
- A studio room will be designed at the school where teachers who are unable to physically join the classroom can interactively, broadcast their classes live, with a staff member assisting in the room.

WELLBEING & SUPPORTS

The healthy social emotional wellbeing of our students, staff and extended school community is of paramount importance to us.

We recognize that due to COVID-19, extra emphasis is needed to compensate the radical changes in our environment. The adjustment to new aspects of school life, as well as the transition from the extended period at home, can naturally foster anxiety and unease.

Our entire staff with additional support from our School Counsellor and Student Success Team, will actively be involved supporting our students and school family.

One-on-one academic and social emotional supports will continue with health precautions (i.e. plexiglass dividers, etc.) as well as schoolwide initiatives to foster a healthy school culture during these unprecedented times.

At the HHA, we appreciate your partnership and value our unique school community. With a sense of empathy, partnership and professionalism we will ensure that we rise to the challenge,



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For more information on our policies, or our school, visit www.hha.ca
Call 905.528.0330
Or email school@hha.ca