

CODE: CIFB.AR

EFFECTIVE DATE: (20-10-2020)

TOPIC: COVID-19

ISSUE DATE: (20-10-2020)

REVIEW YEAR: (2021)

OBJECTIVE

To provide clarity around expectations regarding COVID-19 direction and the Division's re-entry strategy for the 2020-2021 school year.

DEFINITIONS

COVID-19: COVID-19 is an infectious disease caused by the most recently discovered strain of coronavirus and was declared a pandemic by the World Health Organization on March 11, 2020.

RESPONSIBILITY

Safety is our collective responsibility and all Division staff acting on behalf of the Division are responsible for adhering to COVID-19 direction as provided by the provincial government, Alberta's Chief Medical Officer of Health and the Division.

Principals are responsible for:

- Ongoing engagement with students, staff and parents/guardians and communication of direction related to COVID-19 and the Division's re-entry strategy for the 2020-2021 school year.
- Ensuring staff are engaged and participating in any required orientation, learning or training required related to COVID-19.
- Monitoring and ensuring staff compliance with direction related to COVID-19

Central Decision Unit (DU) Administrators are responsible for:

- Ongoing engagement with staff and communication of direction related to COVID-19 and the Division's re-entry strategy for the 2020-2021 school year.
- Ensuring staff are engaged and participating in any required orientation, learning or training required related to COVID-19
- Monitoring and ensuring staff compliance with direction related to COVID-19

All staff are responsible for:

- Being aware of and understanding direction related to COVID-19 and the Division's re-entry strategy for the 2020-2021 school year.
- Following applicable COVID-19 related direction.
- Participating in any required orientation, learning or training related to COVID-19.

REGULATION

A. DIVISION PRINCIPLES

1. The safety and well-being of our staff and students is central to Division decision-making.
2. Leadership and direction from the Board of Trustees, as an advocate for the Division and public education, will continue to guide operational decisions of Division staff.
3. The Division will operationalize the direction of Alberta's Chief Medical Officer of Health and the guidelines set out by Alberta Education.
4. Timely and meaningful communication with stakeholders around Division decisions relevant to COVID-19 is important.
5. All Division staff must be prepared to shift between different working scenarios as described in the Alberta Education's 2020-2021 School Re-Entry Plan.
6. The Division will cooperate with requests from Alberta Health Services to provide information to support contact tracing and other applicable COVID-19 related requests in accordance with the [Freedom of Information and Protection of Privacy Act](#).
7. Ensuring a safe work and learning environment is a shared responsibility among all members of the Division.
8. Timely communication, mentoring and coaching will be the initial methods to help staff fully understand and apply directions relevant to COVID-19.

B. DIVISION EXPECTATIONS

1. Staff acting on behalf of the Division must adhere to any provincial direction provided by the Minister of Education and/or Alberta's Chief Medical Officer of Health, as may be amended or revised from time to time, including:
 - a. [2020-2021 School Re-Entry Plan](#), and, if applicable
 - b. [Guidance for School Re-Entry – Scenario 1](#)
 - c. [Implementing School Re-Entry Guidance](#) (to be used in conjunction with the Guidance for School Re-Entry – Scenario 1)
 - d. [Guidance for School Re-Entry – Scenario 2](#)
 - e. [Resource guide for schools before, during and after a COVID-19 outbreak](#)
 - f. Any additional COVID-19 guidance documents provided by the provincial government, the Minister of Education and/or Alberta's Chief Medical Officer.
2. Staff must adhere to Division direction to operationalize provincial guidelines, including:
 - a. [COVID-19 Division Re-entry Strategy, 2020-2021](#)
 - b. [Re-entry Information Package - Staff](#)
 - c. [Re-entry Information Package - Supply and Temporary Staff](#)
 - d. Any additional or revised COVID-19 guidance documents provided by the Division.

3. Guidance on COVID-19 safety protocols may additionally be provided by other departments within the Government of Alberta, Alberta Health Services, the Medical Officer of Health - Edmonton Zone or the Federal Government. In these situations, the Division will operationalize the relevant new direction and communicate as required.
4. At times, the Division may choose to impose additional, more stringent health and safety measures, such as increased masking protocol. It is expected that when this is the case, the Division protocol will be adhered to.
5. In the event of any inconsistency between the provisions of this administrative regulations and any other Division administrative regulation, the provisions of this regulation will prevail for the 2020-2021 school year.

REFERENCES

[AE.BP Welcoming, Inclusive, Safe and Healthy Learning and Working Environments](#)
[FBEA.AR Health and Safety Roles and Responsibilities](#)
[HG.AR Student Behaviour and Conduct](#)
[COVID-19 Alberta Health Daily Checklist](#)
[COVID-19 School Re-Opening Resources](#)
[Alberta Occupational Health and Safety Act](#)
[Occupational Health and Safety Regulation](#)