



March 23, 2020

Coronavirus (COVID-19) Update: Parents, Students, Staff

Dear Parents, Students, and Staff:

As the information about the coronavirus continues to emerge daily, our jurisdiction is implementing **additional safety measures** for all staff, parents, and students:

- **As previously communicated, school doors are locked and there are no face-to-face classes until further notice.** Parents will receive communication from your child's teacher(s) on March 31 (K-6), March 30 (7-12), and during the week of March 30-April 3 (Pre-K) about continuing online learning;
- **If your child does not have a computer or Internet,** please call your school's phone number and leave a message, if it is over Spring Break (March 23-March 27), or email your school principal to follow up on making arrangements to access what you need for your child to learn;
- **As of today, school and division office building doors will be locked and, in keeping with social distancing requirements of the Chief Medical Officer, face-to-face services will be discontinued.** Therefore, if you go to a school/division office building, you will see a notice on the door that indicates that the building is locked, not accessible for immediate public access, and has a contact number for you to call;
- **If you call your school over Spring Break (March 23- March 27),** your message will be answered on **March 30, 2020** when staff are back at work;
- **Where operationally feasible, it is preferable for staff to work at home.** School and division office staff are to work at home or an alternative location based on contact with their school principal or supervisor to share what work will be done at home/alternative location, and how it will be supported to enforce the Chief Medical Officer's health and safety protocols. If there are barriers to this option, supervisors will work through solving those barriers (e.g., not having a computer) and support current health and safety protocols. When Spring Break has concluded, staff are required to contact their school principal by email or phone on March 30 to make these arrangements.

Current Health and Safety Protocols

Please stay up-to-date with helpful information about how to prevent the spread of the coronavirus by going to the [Alberta Health Services Information Link](#).

Please be extra attentive to good hygiene protocols: Cover your nose and mouth when coughing and sneezing with tissue or flexed elbow; and wash your hands frequently using soap and water and wash them for a minimum of 20 seconds.

Practice social distancing:

- keep at least 6 feet (the length of a bicycle) from others when going out for groceries, medical trips and other essential needs;
- limit the number of times you leave your home for errands;
- try to shop at less busy times;
- order online to have groceries or other items delivered if possible;
- go for a walk in your neighborhood or park while maintaining distance from others;
- avoid overcrowding in elevators or other enclosed spaces;
- follow Alberta's recommendations on mass gatherings;
- wash or sanitize your hands after touching communal surfaces;
- by reading and following the [social distancing fact sheet](#).

Please be attentive to the **following symptoms** (runny nose, sore throat, cough, fever, difficulty breathing [severe cases]), and **self-isolate for 14 days**. Follow the [tips for how to self isolate](#), take the self-assessment tool: <https://myhealth.alberta.ca/Journey/COVID-19/Pages/COVID-Self-Assessment.aspx>, and **call 811 if symptoms are under control or call 911 if you are in an emergency situation**.

Thank you for working with us as information becomes available, and for focusing on student and staff safety as our top priority.

Sincerely,
David Keohane, Superintendent of Schools