

LAURENTIA ELEMENTARY SCHOOL  
457 RUE Fillion, Saint-Jerome, QC



# 2021-2022 EMERGENCY PROTOCOL



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER  
SIR WILFRID LAURIER SCHOOL BOARD

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# 2020-2021 EMERGENCY PROTOCOL

In response to the possibility of a another wave of COVID-19 that would require the closure of our school, this Emergency Protocol is our contingency plan which outlines all the key actions to be implemented and elements to be considered to ensure continuity of learning for all students.

This plan is intended to provide all stakeholders with a list of elements that we will considered in order to be able to react quickly to change that may result from a new state of emergency. It allows for the planning of additional actions beyond the measures already implemented in accordance with guidelines from the public health authorities.

Laurentia Elementary will be using Class Dojo as the main communication platform for all parents to connect with their child's teachers. In the event of a school or class closure, the administrative team will provide their regular communication to parents, via epush, concerning school related up-dates.

Administration will remain available to you through phone or email:

Mrs. K. Moore, Principal: [kmoore@swlauriersb.qc.ca](mailto:kmoore@swlauriersb.qc.ca) 450-438-6078 Ex: 5810

In the event of a second confinement, Laurentia will quickly shift to mandatory distance learning. The school will provide each parent/guardian with a schedule identifying the detailed information for online classes.

Please refer to the MEES table of parameters for distance learning below:

		<b>Weekly hours of teaching or learning and preparation activities</b>	<b>Weekly hours of independent work provided by the teacher for each student</b>	<b>Weekly or daily hours of teacher availability to respond to students' needs</b>
Distance Learning	Preschool (4-year-old and 5-year-old Kindergarten)	11.5 hours of group learning and preparation activities <b>OR</b> 11.5 hours of personalized learning and preparation activities	2 hours	2.3 hours
	Elementary Cycle One (Grades 1 and 2)	10.5 hours of teaching	3 hours	2.5 hours per day
	Elementary Cycle Two (Grades 3 and 4)	13 hours of teaching	5 hours	2 hours per day
	Elementary Cycle Three (Grades 5 and 6)	13 hours of teaching	7.5 hours	2 hours per day
	Secondary Cycle One (Secondary I, II and III)	15 hours of teaching	7.5 hours	5 hours per week
	Secondary Cycle Two (Secondary IV and V)	15 hours of teaching	7.5 hours	5 hours per week

Up-dated 2020-09-23

THEME	PREPARATION OF PROTOCOL		IMPLEMENTATION OF PROTOCOL	
<b>Pedagogical Services</b>	Grade Level	Weekly hours of teaching or learning and preparation activities	Weekly hours of independent work provided by the teacher for each student	Weekly or daily hours of teacher availability to respond to students' needs
	<b>Preschool</b> (4-year-old and 5-year-old Kindergarten)	11.5 hours of group learning and preparation activities	2 hours	2.3 hours per day
	<b>Elementary Cycle One</b> (Grades 1 and 2)	10.5 hours of teaching	3 hours	2.5 hours per day
	<b>Elementary Cycle Two</b> (Grades 3 and 4)	13 hours of teaching	5 hours	2 hours per day
	<b>Elementary Cycle Three</b> (Grades 5 and 6)	13 hours of teaching	7.5 hours	2 hours per day
	<b>Secondary Cycle One</b> (Secondary I, II and III)	15 hours of teaching	7.5 hours	5 hours per week
	<b>Secondary Cycle Two</b> (Secondary IV and V)	15 hours of teaching	7.5 hours	5 hours per week

## TECHNOLOGY RESOURCES

In collaboration with the parent community, Laurentia has submitted the names of all students requiring a device to support distance learning to the Sir Wilfrid Laurier School Board's IT department. In the event of a shutdown, technological support will be distributed in a timely manner.

Teachers will provide an online schedule to their parents through DoJo should teaching transition to distance learning. Google Classroom will be the main platform for on-line teaching and learning.

Teachers will continue using online teaching tools to facilitate transition to distance learning (Raz-Kids, etc.)

## DISTANCE LEARNING PLAN

In the event of a school closure, online attendance will be mandatory for all students and assigned work must be completed and submitted on time as it will be evaluated for the term report card.

## KINDERGARTEN SCHEDULE

	Monday	Tuesday	Wednesday	Thursday	Friday
8:30-10:00					
10:00 – 11:00					

Grades 1 – 6 will be online respecting their regular schedule for subjects following the timetable below. Each homeroom teacher will provide the parents with a detailed schedule.

	Monday	Tuesday	Wednesday	Thursday	Friday
8:45 – 9:15					
9:15 – 9:45					
9:45 – 10:15					
10:15 – 10:45					
10:45 – 11:05	recess	recess	recess	recess	recess
11:05 – 11:35					
11:35 – 12:05					
12:05 – 1: 05	lunch	lunch	lunch	lunch	lunch
1:05 – 1:35					
1:35 – 2:05					
2:05 – 2:35					
2:35 – 3:05					

## SUPPORT FOR STUDENTS WITH SPECIAL NEEDS

The resource team and attendants, in collaboration with the teachers, will continue to provide the regularly scheduled classroom support to their assigned students. In addition, the resource teachers will communicate their weekly availability to respond to student's needs.

## SUPPORT WITH REGARD TO MENTAL HEALTH AND WELL-BEING

The physical education teacher will offer opportunities for students to move and use different strategies in order to develop and maintain a healthy balance of mental, social/emotional and well-being.

Teachers will provide opportunities for student to share their feelings and concerns with classmates and teachers. This, in turn, may allow teachers to identify students who need additional support.

On-line support (via ZOOM) will also be provided on a needs basis with a special education technician.

*STRONGER TOGETHER*

