



SuOn Academy  
SuOn Academy Queensland

## Return to Campus

School Reopening Plan, *Updated*  
2021 - 2022

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# 1. Welcome Message

Welcome to our students in Canada and in China.

I want you to know our main priority at SuOn Academy is the health and safety of all students in China and in Canada, and our staff members.

We are here to provide an excellent academic program for every student as well as provide support for their physical and emotional wellbeing. Our teachers, counsellors, and administration will work together to provide the best possible service for our students. We are more than a school; we are a caring community.

We will continue to provide support to our students in China who are seeking student visas so that they can join our school community here in Canada as soon as possible.

At this time, we are sharing our Covid-19 safety protocols with all members of the community, including our parents in China. Please make sure to review this handbook thoroughly and contact us if you have any questions or concerns.

Covid-19 has created many challenges worldwide. We will continue to remain optimistic and hopeful for a return to "normalcy."

I look forward to welcoming you back on September 7th!

Sincerely,

Maria Pereira, Principal

## 2. Setting the Context

It is important for staff, students and their families to understand that no interpersonal activity is without risk of transmission of infection at any time. The risk of spread in schools is related to the prevalence of infection in the community context in which SuOn Academy is situated. One of the key challenges for schools during this pandemic is balancing the need for a practical and sensible level of caution with the need to provide an environment for students that supports their academic and overall wellbeing.

The most critical part of managing the risk of COVID-19 as it relates to schools is avoiding the introduction of COVID-19 into the school. If the infection is not introduced, it cannot spread. It is more important than ever to establish infection prevention and control procedures. *Everyone* in the school community must play a role in ensuring that all policies and procedures are followed as outlined.

All of our students come from China. This school plan was written by the Principal and Vice-Principal. The plan was translated into Mandarin for parents by the Vice-President of the school. The parent voice is a critical part of any plan, especially during this challenging time.

The Ontario Ministry of Education, in consultation and in collaboration with medical experts, issued guidelines for the reopening of schools in September. Our Return to Campus Handbook reflects these guidelines.

## 3. Readiness to Accept International Student

### Pre-Arrival Requirements:

Download ArriveCAN app which will:

- Allow travels to speed up their arrival process in Canada and spend less time with border and public health officers.
- Provide mandatory information that is required for entry into Canada.
- Reduce wait time and points of contact at the border.
- Provide the Government of Canada with voluntary updates on quarantine compliance and the development of any symptoms during the 14 days after arriving in Canada.

## 14-Day Quarantine Requirements at SuOn:

- Students go directly to their place of quarantine without delay and stay there for 14 days from the date of arrival into Canada.
- Students must wear a suitable mask and/or face covering while in transit.
- They must remain in their designated rooms and area for 14 days. All meals are delivered by staff to the students in quarantine. No contact is made between staff and the students during the meal delivery.
- As per the attestation for school boards and private schools - public health institutional readiness requirements for international students in Ontario - international students must be tested for Covid-19 during their mandated quarantine period.
- Proof of negative Covid-19 tests will be kept on record by the Student Centre Staff.
- Students also receive their vaccines in Canada if they arrive without getting the vaccines in China.

## 4. Action Plan for a Safe Return

SuOn Academy's preparations and procedures take into account the requirements of both the Ontario Ministry of Health and Ontario Ministry of Education, and are responsive to ongoing advice from Toronto Public Health.

### Our goals:

- ★ Minimize the risk of COVID-19 infections and spread through appropriate mitigation strategies and protocols.
- ★ Support our staff and students in their return to campus and maintain their physical, social, and cognitive wellbeing.
- ★ Provide academic support for both on-campus and remote students.

## 5. Whole School Mitigation Strategies & Protocols



### Daily Screening for All Staff and Students

All staff and students will be required to complete daily self-assessment/ screening prior to their arrival on campus each day.



### Masks

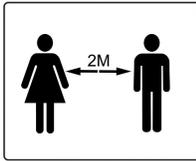
- All staff and students are required to wear a face mask at school (in the classrooms, and in all public spaces such as hallways, washrooms, and the cafeteria).
- All staff have been provided with PPEs including face shields, masks, hand sanitizers, as well as alcohol-based cleaning wipes.
- Information about use and care of masks can be found at Toronto Public Health (<https://www.toronto.ca/home/covid-19/>).



### Handwashing

- All staff and students are required to wash their hands with soap and water after using the washroom. Hand sanitizer is not enough.
- Hand sanitizing is required upon entry to campus, entry and exit of each classroom, entry and exit of washrooms, and before and after eating.

- Signage with hygiene instructions and reminders will be placed throughout the campus to promote good hygiene practices and routines.



## Physical Distancing

- Physical distancing is encouraged for all areas of the campus, where possible. Student desks will be spaced accordingly in classrooms to encourage distancing.
- Classrooms are arranged to achieve physical distancing between students and teachers.
- Classes and other activities can take place outdoors where possible.



## Cleaning

- Cleaning supplies will be available in every classroom.
- All surface cleaning will be completed every night.



## Staff Responsibilities

- Stay home if you are unwell.
- Inform the Principal/Vice-Principal immediately if you will be absent.
- If a student in class tells you he/she is unwell, inform the Principal/Vice-Principal immediately.

- Remain at arms-length distance from each other and from students where possible.
- Follow directions for the use of common areas, washrooms and classrooms.
- Cough and sneeze into your elbow or a tissue and dispose of tissues immediately.
- Wash or sanitize your hands after coughing, sneezing, entering/leaving classrooms and washrooms and before/after eating.
- Minimize the amount of items you keep in the classroom as resources. It's important to keep the classroom spaces as tidy and clean as possible.



## Student Responsibilities

Every student is expected to comply with the following to help ensure everyone's safety:

- Inform your counsellor or a student centre staff immediately if you are unwell.
- If you are in class and feel unwell, inform your teacher immediately.
- Remain at arms-length distance from each other and from teachers/counsellors where possible.
- No sharing of personal items (e.g. pens, pencils, calculators, textbooks, papers, cellphones, dictionaries, or laptops).
- No sharing of food or drinks.
- Do not rearrange any desks or furniture.
- Do not sit in different seats. Only sit at the seat to which you have been assigned.
- Follow directions for the use of common areas, washrooms and classrooms.

- Cough and sneeze into your elbow or a tissue and dispose of tissues immediately.
- Wash or sanitize your hands after coughing, sneezing, entering/leaving classrooms and washrooms and before/after eating.
- You must carry your daily personal belongings with you in a bag or backpack and cannot leave any items in the classrooms at the end of class time.



## Continuous Learning Plan

In the event of a school closure due to an internal outbreak or an outbreak in the greater community in which SuOn Academy/ SuOn Academy Queensland is situated, we are committed to continuous learning and transitioning to an entirely online platform.

## 6. School Life

### Student Transportation

Students will be bussed every day to 35 Heavitree Drive. Multiple entrances and exits may be used to allow for safe social distancing.

### Entry and Exit Points

All staff members will use the front entrance for all entries and exits. All other visitors must report to the front door and sign in with a front desk person.

A log will be kept at the front desk with names, contact information, and entry and exit times.

All students and staff need to follow instructions on how to safely move through the hallways and classrooms to ensure physical distancing. Signs and floor decals will be placed throughout the campus to direct the flow of traffic.

## Lunch Schedules

Lunch dismissals will be staggered in order to encourage and maintain physical distancing and to manage the flow of traffic in the hallways. Students will be directed to three different rooms for lunch.

## Washroom Usage

All staff and students are required to wash their hands with soap and water after using the washroom.

Sanitize your hands with hand sanitizer (60-90% alcohol based) upon entry and exit of washrooms.

Staff and students must ONLY use designated washrooms at all times (during school hours and non-school hours). The 1st floor washrooms are exclusively for staff members; the 2nd floor washrooms are exclusively for students.

## Requirements for Graduation

The school plan:

1. Allow students to earn compulsory credits required for the Ontario Secondary School Diploma.
2. Earn 40 hours of community involvement for the year 2021-2022.\*
3. Complete the Ontario Secondary School Literacy Test or complete the Ontario Secondary School Literacy Course.\*

*\*refer to the Ministry of Education regarding adjustments to these graduation requirements for 2021-2022.*

## Engaging Parents

There is ongoing communication between administration and parents via mandarin speaking counsellors.

## Considerations for the Learning Environment

- Classroom set-up: all classrooms will be organized and set-up in ways to encourage physical distancing between students and staff.
- Lunch schedules will be staggered to ensure physical distancing.
- Large in-person gatherings such as assemblies, dances, concerts will not take place.
- School clubs and extracurricular activities will only be provided if physical distancing is possible and equipment and spaces are cleaned and disinfected after usage.
- Virtual activities may be provided as an alternative.

## Mental Wellbeing

We will continue to support our students with mental wellbeing and mental health issues. We have several psycho-therapists with whom we have an existing relationship. Mental health support will be provided to students as needed.

## Equity and Inclusion

*"Inclusion is not bringing people into what already exists; it is making a new space, a better space for everyone."~ George Dei, 2006*

Follow the guidelines of Ontario's Equity and Inclusion education strategy.

## 7. Outbreak Management Plan

If individual is suspected of having Covid-19:

- Identification
  - Communication
  - Cleaning and sanitization and waste disposal (all areas within 2m/6ft of the individual)
  - Reporting
- 
- Administration will track attendance on a daily basis.
  - Records of classroom seating charts, bus seating, cohorts, and daily records of visitors must be maintained and kept up-to-date.
  - Principal will contact Toronto Public Health regarding unusual increases in absenteeism due to illness.

In the case of a suspected case of Covid-19:

- Notify Principal/ Vice-Principal immediately.
- Place person(s) in a designated isolation room.
- Supervise and ensure physical distancing.
- Complete the online self-assessment by going to <https://covid-19.ontario.ca/self-assessment/>
- Principal shall contact Toronto Public Health and complete the necessary follow up.
- Only the Public Health Unit in which a school is situated can declare an outbreak or school closure. SuOn Academy and SuOn Academy Queenslea will follow the directives of Toronto Public Health.

## 8. Promotion of Reliable, Accurate Information about Covid-19

Signages posted around the school building are sourced directly from Toronto Public Health, Government of Ontario, and Government of Canada.

Staff and students will be in-serviced on the use of appropriate language around Covid-19. In an event of an outbreak, staff and students:

- Will not label, stereotype (ie. attach location or ethnicity), and discriminate against people with Covid-19.

## 9. Key Contacts and Resources

### Greater Community

Nearby Testing Centre  
Humber River Hospital - Church Street

Toronto Public Health  
www.toronto.ca  
publichealth@toronto.ca  
(416) 338-7600

To report confirmed cases of Covid-19:  
[CovidSchools@toronto.ca](mailto:CovidSchools@toronto.ca)

Government of Ontario  
www.ontario.ca  
www.covid-19.ontario.ca/  
www.ontario.ca/page/guide-reopening-ontarios-schools

Government of Canada  
www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19.html

## School Community

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