



Independent School

Stage 2- Education Restart Planning

August 10, 2020

Purpose:

- The Ministry is requiring all independent schools to complete this template (with the exception of First Nation independent schools and independent schools that have a *Distributed Learning Agreement* with the Ministry of Education and offer exclusively online programs) and to submit their high-level operating plan to the Ministry of Education for expanded in-class instruction starting on September 8, in line with Stage 2 of BC's Education Restart Plan.

Note:

- Use this form to describe your school's plans to restart school for the 2020-21 school year at Stage 2.
- The Ministry is **exempting** the following schools from completing this Independent School Education Restart template:
 - Independent schools that have a *Distributed Learning Agreement* with the Ministry of Education and offer exclusively online programs,
 - First Nations independent schools.



Process (FISA Member Schools):

- The Ministry is asking that each school that belongs to FISA or a FISA association complete this template and submit it to their appropriate Association's head. Catholic schools should submit their reports to their local archdiocesan or diocesan authority/superintendent.
- FISA member schools should submit this template to their respective association/local dioceses as follows:
 - Association of Christian Schools International (ACSI) - Philip_Hills@acsi.org;
 - Associate Member Society of FISABC (AMS) - marina@fisabc.ca;
 - Catholic schools in BC, as represented by each of 5 dioceses:
 - Archdiocese of Vancouver (CISVA) - superintendent@cisva.bc.ca;
 - Catholic Independent Schools Nelson Diocese (CISND) - superintendent@cisnd.ca;
 - Catholic Independent Schools Kamloops Diocese (CISKD) - superintendent@ciskd.ca;
 - Catholic Independent Schools Diocese of Victoria (CISDV) - bpulyk@cisdv.bc.ca;
 - Catholic Diocese of Prince George (CISPG) – cis@cispg.ca;
 - Independent Schools Association of BC (ISABC) - elizabeth.moore@isabc.ca and
 - Society of Christian Schools in BC (SCSBC) - ed.noot@scsbc.ca
- Schools should ensure that they attach any other relevant school-level plans as appendices (e.g. exposure control plan, any plans to assess need for students requiring in-school support, communications plan, etc.)
- The four FISA associations and 5 Catholic dioceses will compile and keep individual member schools' forms to develop a summary report of how their member school authorities are starting the 2020/21 school year in line with Stage 2 of BC's Education Restart Plan. The summary reports are due to the Ministry by 5:00pm, August 25, 2020 via e-mail (EDUC.independentSchoolsOffice@gov.bc.ca).

Process (Non-FISA Member School):

- Independent Schools that **do not** belong to FISA or a FISA association must complete the Independent School Education Restart template below and submit along with any other relevant school-level plans attached as appendices (e.g. exposure control plan, any plans to assess need for students requiring in-school support, communications plan, etc.) to EDUC.independentSchoolsOffice@gov.bc.ca





Completing and Submitting:

- Download the fillable PDF document.
 - Note: This is not a web-based document and you cannot complete it online.
- Complete this PDF fillable form after the download and save as such.
- **DO NOT** save as a flat PDF, the PDF fillable fields must still be accessible.
- **DO NOT** physically print and scan this document.
- Submit this template as a PDF file using the following document naming and email subject line convention:

“Independent Schools Education Restart Plan - <School Name>”

- **Non-FISA Member Schools:**

- Email the completed PDF form to the Independent Schools Branch at:

EDUC.IndependentSchoolsOffice@gov.bc.ca

***DEADLINE for SUBMISSION: End of Day: August 21, 2020**

- **FISA Member Schools:**

- Email the completed PDF form to your association's head (see email address above).

***DEADLINE for SUBMISSION: End of Day: August 21, 2020**

- NOTE THAT YOUR ASSOCIATION HEAD MAY REQUIRE AN EARLIER SUBMISSION DATE TO COMPLETE ASSOCIATION-LEVEL SUMMARY SUBMISSION TO THE MINISTRY





Section 1: Contact Information

a) School Name:	Click here to enter text.
b) Ministry School Number: (8 digits)	Click here to enter text.
c) School Authority Name:	Click here to enter text.
d) Name of FISA Association: (If applicable)	Click here to enter text.
e) School Contact Name:	Click here to enter text.
f) School Contact Position:	Click here to enter text.
g) School Contact E-mail:	Click here to enter text.
h) School Contact Phone Number:	Click here to enter text.





Section 2: Health and Safety

- a) Does your school have an updated health and safety plan that implements the [Public Health Guidance for K-12 Schools](#) and [WorkSafeBC](#)?

☐ Yes ☐ No

**FISA members should submit their school's plan as an attachment to their association head for review.*

***Non-FISA members should attach their school's health and safety plan to their school's restart submission.*

- b) What is your school's anticipated 2020/21 school year start date (yyyy/mm/dd)?

Click or tap to enter a date.

- c) Provide a summary of the updates made to your school's plan in the following areas:

- *Cleaning and disinfecting;*
- *Physical distancing strategies;*
- *Hand hygiene;*
- *Personal protective equipment for students and staff (including re-useable masks);*
- *Symptom assessment and illness policies/procedures;*
- *Improvements to school ventilation systems, if required; and*
- *Student transportation on buses;*

Click here to enter text.





- d) Outline the schedule for health and safety training and orientation of school staff, including new employees and staff who work at multiple sites and/or across multiple cohorts in a school (e.g. counsellors, learning assistants, prep teachers, Education Assistants, etc.)**

Click here to enter text.





Section 3: Learning Groups

- a) **Provide examples of your school's approach to the implementation of learning groups in schools and during non-instructional time.**

- *Outline any shifts in curriculum, course access, or course scheduling, as well as actions taken to mitigate the impacts to students of any changes and ensure equity.*

Click here to enter text.





b) How is your school organizing your workforce to balance the delivery of instruction for the learning groups and physical distancing strategies for adults who are interacting with cohorts?

- Staff who work at multiple sites (on call, itinerant, etc.);
- Staff who work across multiple cohorts in a school (e.g. counsellors, learning assistance, prep teachers, EAs, teacher-librarians, etc.)

Click here to enter text.

c) Does your school have a plan in place to ensure continuity of learning if the school is required to switch stages and for any students who need to self-isolate/quarantine?

☐ Yes ☐ No *If Yes, describe below.*

Click here to enter text.





Section 4: Students with Diverse Abilities/Disabilities

a) In alignment with the *Equity and Inclusion Guiding Principles*, describe how is your school planning for students with diverse abilities/disabilities ensuring students and communicating to parents on the following, ensuring students will:

- Be able to attend school full time or have a plan to ensure supports and learning continue if a student needs to learn at home;
- Have access to the necessary health and safety supports;
- Continue to receive supports and services as identified in their IEP, including 1:1 supports; and
- Not be grouped in segregated settings as part of the establishment of cohorts.

Click here to enter text.





Section 5: Communication and Engagement

a) Does your school have a communication plan?

☐ Yes

☐ No

If Yes, provide a copy, link to, or summary of the overall communication plan.

Section 6: Engagement with Indigenous People

a) In developing the Stage 2 plan, is your school currently engaging with Indigenous peoples and is there a plan in place for ongoing engagement?

☐ Yes

☐ No

☐ N/A

If Yes, describe the engagement process and feedback received.

Click here to enter text.





- b) Did your school consult with local First Nations rights holders in developing the plan – particularly First Nations with whom the school has a Local Education Agreement and First Nations with students in the school?

☐ Yes ☐ No ☐ N/A If Yes, describe the consultation and any requests received.

Click here to enter text.

- c) Did your school make any modifications to your school's plan based on feedback from Indigenous partners and/or local First Nations?

☐ Yes ☐ No ☐ N/A If Yes, describe below.

Click here to enter text.





Section 7: Unions

- a) Did your school consult with local unions in developing the school's plan? If yes, outline the collaboration process that occurred with local unions in developing the school's restart plan. What is the process for continued consultation and collaboration during the school year?

☐ Yes ☐ No ☐ N/A If Yes, describe below.

Click here to enter text.

Section 8: Parents, Guardians, and Caregivers

- a) Did your school engage with parents, guardians, and caregivers in developing the Stage 2 Plan?

☐ Yes ☐ No If Yes, describe below.

Click here to enter text.





Section 9: Transportation

- a) What transportation arrangements have been made to get all students, including First Nations and students with diverse abilities/disabilities, to school?

☐ Yes ☐ No ☐ N/A If Yes, describe below.

Click here to enter text.

