



Hilfield Strathallan College
Learn with Joy. Live with Purpose.



CONTINUITY OF LEARNING PLANS

AUGUST 2021



CONTINUITY OF LEARNING PLANS



Hillfield Strathallan College
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MESSAGE FROM THE HEAD OF COLLEGE

With the anticipation that the 2021–2022 school year will see a return to face-to-face instruction for all age levels for the entire year, we are planning in terms of Academics and Wellbeing, Communication and Community, and Logistics for the safe return of students to campus. Our plans maximize the strengths of HSC, which are an incredible sense of community, capable and motivated students, supportive parents, excellence in teaching, a depth of learning and technological resources, and, above all, a commitment to safety and student wellbeing.

Given the complexity of the Delta variant and our experience of the last two years, we know our plans need to be adaptable to government mandates and the unpredictability of the pandemic environment, so our Continuity of Learning Plans document will be a fluid and live document, which will be constantly evaluated, updated and communicated.

The Ministry released its [plan for School Re-Opening](#) in July. While, as an independent school, we have the flexibility to deliver our program as we see fit, we have used these recommendations as a baseline in our updated plans. As always, our goal is to provide a unique educational experience that will provide the following: a high academic standard, personal attention to all students, and a safe and caring environment.

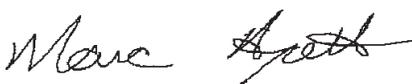
In this document, you will find our approach for each of the four schools in the College, based on the considerations noted above. There will also be descriptions of how this impacts busing, co-curriculars, outdoor education, lunch and large community gatherings, such as Chapel and graduations.

Parents will still have the option to choose to have their children on campus or to work remotely through [HSC@home](#). We have developed a new set of standards and expectations for teachers, parents and students regarding participation in [HSC@home](#), which will make the experience better for all involved based on what we have learned this past year. That set of standards is [linked here](#). While this remote option will still be considerably more flexible than the program in the publicly-funded system in terms of moving between learning modes, it will provide some clarity for all to minimize disruptions to the learning environment for all.

We want to reassure you, there will be a world-class education for your child, regardless of the path your family chooses. As a hallmark of HSC, a parent-school partnership will be critical to our success, and I thank you in advance for your continued support.

At the end of this document, there is a listing of all the members of the Leadership Team at HSC who have been working on the plans and who are available to answer any questions at any time.

Sincerely,



Marc Ayotte
Head of College

CONTINUITY OF LEARNING PLAN MODALITIES

The following modes of learning will be available to HSC students, beginning in September 2021, within our revised approach to academic programming:

Option 1: On-Campus Learning

HSC is preparing for a return to on-campus operations, effective September 2021, under the triple banners of wellbeing, academic excellence and community. HSC is working to ensure we will meet all local and provincial health standards. We are implementing strategies to mitigate the risks to our community. Modifications to our academic programming (e.g., semestering our high school delivery) are intended to make 2021–2022 a safe yet productive academic year.

Please note, on-campus participation is voluntary and at the discretion of HSC families.

More details on your grade level can be found on [page 3](#) in the Academic Continuity of Learning Plan section of this document.

Note: In the event to another government mandate for school closures, in-person students will transition to [HSC@home](#).

Option 2: HSC@home

HSC demonstrated over the last year that we can deliver a first-rate remote program of study. [HSC@home](#) ensured continuity of learning—an uninterrupted connection between our students and their teachers. myHSC, video conferencing sessions and purposeful remote learning strategies meant we continued to provide HSC’s authentic, engaging and meaningful curriculum to our students.

[HSC@home](#) will continue to be an option for our students. Our teachers will employ age- and stage-appropriate online tools, learning materials, recorded videos and links to their synchronous face-to-face classrooms to demonstrate new concepts and reinforce skills while engaging and supporting their students.

We have developed a new set of standards and expectations for teachers, parents and students regarding participation in [HSC@home](#) which will make the experience better for all involved based on what we have learned this past year. That set of standards is [linked here](#).

If you choose to participate in [HSC@home](#), please let us know by filling out the following forms by September 2, 2021.

Junior School [HSC@home](#) registration form - www.hsc.on.ca/jsathome

Montessori School [HSC@home](#) registration form - www.hsc.on.ca/monteathome

Middle School [HSC@home](#) registration form - www.hsc.on.ca/msathome

Senior School [HSC@home](#) registration form - www.hsc.on.ca/ssathome

You will be required to fill this out bi-weekly and can transition to in-person learning at the end of any two weeks. This only applies to students opting for [HSC@home](#). Students participating in [HSC@home](#) due to public health directives such as COVID-19 diagnosis or need to isolate will be directed by Health Services as to when they can return to school once cleared by public health.

ACADEMIC CONTINUITY OF LEARNING PLANS

We intend to deliver a program that supports the needs of our students in reference to social and emotional wellbeing and physical health and safety. The College will continue to offer an enriched and engaging academic program at all grade levels and ensure their teachers fully support students, whether they are learning face-to-face on campus or via a teacher-led synchronous fashion while learning virtually from home. Please note, these plans are subject to change depending on announcements from the government.

1. For the Montessori School Academic Continuity of Learning Plan, visit www.hsc.on.ca/montessoriplan
2. For the Junior School Academic Continuity of Learning Plan, visit www.hsc.on.ca/juniorplan
3. For the Middle School Academic Continuity of Learning Plan, visit www.hsc.on.ca/middleplan
4. For the Senior School Academic Continuity of Learning Plan, visit www.hsc.on.ca/seniorplan

SCHOOL PROGRAMMING

UNIFORM POLICY

Students will be required to wear their HSC uniforms while attending in-person classes and on the HSC campus. Uniforms will not be required during remote learning. Number one dress will be required when on campus on Fridays. All students in Grade 5 and above should have a school blazer.

Early Education exceptions: The HSC uniform will remain the same with two exceptions. Students should wear black running shoes to school in lieu of regular school shoes, thereby eliminating the need for shoe changing for health and physical education classes (HPE) or recess. We also ask students to wear their school uniforms for HPE class instead of changing into a gym kit.

HSC has launched its online Campus Store (www.hsc.on.ca/campusstore), where you can purchase new uniform items, textbooks and College-branded materials. The uniform guide can be found by visiting www.hsc.on.ca/uniform.

ASSEMBLIES AND CHAPEL

We will continue to host our long-standing HSC tradition of coming together as a community weekly in a virtual Chapel, every Friday. It is our hope to offer in-person Chapel at some point during the school year. Assemblies will continue via online multimedia presentations.

LOCKERS

Designated lockers and cubbies will be made available for storing clothing, books and personal belongings. Access to these areas will be limited and monitored to adhere to cohorting and physical distancing protocols.

CO-CURRICULARS/AFTER-SCHOOL ACTIVITIES

We intend to run a full slate of co-curricular clubs, activities and athletic teams under the parameters of cohorting guidelines and public health directives. The Conference of Independent Schools Athletic Association (CISAA) is still working on their return to sports guidelines. We look forward to our participation in interscholastic athletics at some point during the school year, taking into account CISAA guidelines. Please note, our athletics program will evolve over the course of the year.

AFTER-SCHOOL CARE

After-school care will be available. Pick-up for the after-school students will be required by 5:00 p.m.

OVERNIGHT TRIPS

All trips with overnight stays have been cancelled for the 2021–2022 school year. Level 1 day trips will resume, however in some cases, day trips will be replaced with digital tours and on-campus events.

LEARNING COMMONS SUPPORT

The Learning Commons team will support literacy and research needs for each school. Students will return to using the Learning Commons during scheduled times in cohorts.

INFORMATION TECHNOLOGY (IT) SUPPORT

The IT Team is available for virtual support, when possible. Students and parents are asked to email itservicerequest@hsc.on.ca regarding any technology needs, and a member of the team will respond as soon as possible. Videos and troubleshooting tips are also available through *myHSC* on the IT Services Resource Board.

In the event of connectivity issues, please call 905-389-1367, ext. 143 to arrange for support.

OPERATIONAL IMPLICATIONS

For the 2021–2022 school year, we will be limiting visitors on-campus. Only essential visitors will be allowed on-site and must report to Holton reception to submit a COVID-19 screening and supply proof of vaccination.

PARENTS/GUARDIANS ON CAMPUS

To ensure the overall health and safety of our community, we will continue to limit parent access to campus beyond drop-off and pick-up. Drop-off and pick-up will continue to be done outdoors with masks on.

Our parent-teacher conferences will be held online, as will our faculty and staff meetings. We have also cancelled all indoor facility rentals for the fall to limit the number of visitors on-site and ensure an appropriate time for cleaning our facilities in the evenings.

PRIVATE MUSIC TEACHERS

Private music teachers will be welcomed back to campus to teach in person. Teachers will be expected to be fully vaccinated and adhere to all College health and safety precautions. They will make use of facilities available in and around the music rooms and, as needed, larger spaces in Upper Strath for wind instrument lessons. As in the past, students with music lessons scheduled during the school day may be excused from class to attend their lessons.



SAFETY, HEALTH AND WELLBEING

THE COLLEGE'S COMMITMENT TO STUDENT AND FACULTY/STAFF SAFETY

The safety, health and wellbeing of the students, staff and faculty of HSC remain the number one priority. In accordance with public health and government recommendations, HSC has made extraordinary efforts to implement a wide range of safety measures to help prevent the spread of infectious diseases. These measures include the following:

- › enhanced cleaning of commonly used surfaces, equipment and spaces;
- › creation of screening protocols for anyone accessing our campus;
- › additional staff and faculty to ensure our students are provided with the best care and education possible;
- › purchasing of additional hardware and software so students have even greater access to technology, which will enable them to remain more connected to teacher-led synchronous remote learning; and
- › we have enhanced our Health Services team when necessary to support our community's needs.

As we prepare for all of the potential scenarios that may arise due to COVID-19 over the course of this school year, the College remains fully committed to adapting to all situations and adjusting our programs and practices to meet the challenges that may lie ahead.

PHYSICAL DISTANCING

In addition to ensuring all of the classrooms and learning spaces across the College have been set up so each student desk is spaced at a distance that meets or exceeds the Ministry guidelines, several other measures have been taken to ensure students remain as physically distanced as possible during the school day. The College has used visual cues to encourage physical distancing and restrict/manage the flow of students in shared areas, including hallways, entrances and student common areas. In narrow hallways, unidirectional travel has been identified by directional signage.

Care has also been taken to schedule all outdoor activities, including recess, physical education classes, and outdoor curricular and co-curricular programming.

Each school has developed a process for which students enter and leave the campus. Signage has been placed throughout the College to assist with student flow and traffic to maintain physical distancing. We have installed plexiglass barriers at all of our reception areas, in our learning commons and anywhere else our faculty and staff may interact with others. Movable plexiglass barriers have been purchased for our Learning Services and Guidance teachers so students and teachers can work together one-on-one safely.

DAILY PARENT SCREENING AND ATTESTATION

Parents/guardians play a crucial role in ensuring the safety of our community by actively screening their child(ren) for symptoms compatible with COVID-19 daily before boarding HSC transportation or arriving on campus. This is a must to decrease the risk of transmission in our community. As such, the College will be sending an updated parent attestation document to each of our families via your **myHSC** account. A parent or guardian must sign this new attestation form before your child returns to campus.

VACCINE POLICY FOR FACULTY AND STUDENTS

Our goal and anticipation is 100 per cent of our faculty and staff will be double vaccinated for the Fall. We have implemented a **Vaccine Expectation for Staff** at the College, but will closely follow public health guidelines and any changes to that recommendation in the coming months. Any faculty who is not able to get vaccinated

due to protected grounds or valid exemption will be subject to additional vaccination education, PPE and screening procedures, including regular rapid testing.

The College strongly recommends that all eligible students get the COVID-19 vaccine. As of August 18, **children born in 2009 or earlier are now eligible** to receive the Pfizer vaccine. The Ministry of Education is currently in the process of deciding whether COVID-19 vaccination will be mandatory for all eligible students attending school. We will provide an update after we receive more information from the Ministry or from Hamilton Public Health Services with regards to vaccinations for eligible students and added infection mitigation measures.

We will be collecting immunization status for all students, both eligible and ineligible to receive the COVID vaccine. In addition, we will collect proof of COVID vaccine immunization for those who indicate they are fully or partially vaccinated.. You will receive a notification to provide this information through a secure form.

RAPID TEST AVAILABILITY FOR FACULTY AND STUDENTS

Our staff, students, and broader community's health and safety is a top priority for the College. As a further safety measure, we have joined several other independent schools to pilot a rapid testing program for staff and students. More information will be forthcoming as we finalize this program.

MANDATORY REQUIREMENTS FOR UNVACCINATED CHILDREN RETURNING TO CANADA FROM INTERNATIONAL TRAVEL

Unvaccinated children travelling with fully vaccinated parents/guardians do not need to quarantine upon return as long as they are asymptomatic. However, they must limit contact with others for 14 days, take COVID-19 tests as instructed on arrival and report and monitor for symptoms. **As a result, children returning from international travel cannot attend school or day care settings for 14 days after arriving in Canada.** You will find the guidelines [here](#).

Currently there are no restrictions for inter-provincial travel. We will communicate any changes.

STUDENT HYGIENE EXPECTATIONS

All students, faculty and staff will be expected to practise regular hand hygiene. This means washing hands or using an alcohol-based hand sanitizer immediately before the following actions: leaving home, leaving the classroom, eating, touching shared objects, touching one's face and leaving school. They will also be expected to perform hand hygiene immediately after the following: arriving at school, entering the classroom, finishing lunch, touching shared objects, using the bathroom, coughing, sneezing, blowing one's nose and arriving at home. When washing hands is not possible, and where appropriate, hand sanitizer will be provided.

All students, faculty and staff have received training from our Health Services Team on proper handwashing protocols. Bathrooms have signage limiting the number of people allowed inside at one time, and plexiglass has been installed where physical distancing is problematic. All classrooms in our Early Education Schools are equipped with handwashing sinks and touchless paper towel machines. In our Middle School and Senior School, handwashing sinks have been designated to each area of the school. We have also installed an additional handwashing sink in the Middle School, and we have also installed hand sanitizer dispensers throughout the College.



Touchless, chilled and filtered water bottle filling stations have been installed throughout the College since drinking fountains will not be used.

WEARING OF MASKS AND OTHER PERSONAL PROTECTIVE EQUIPMENT (PPE)

While the Ministry expectation is mandatory masks for Grade 1 to Grade 12 students, given the population of our Early Education students are unvaccinated, we have not changed our masking policy from last year. Masks are mandatory for all students from JK/M4 to Grade 12. Masks must be worn at all times indoors (school bus, on-campus). Masks can only be temporarily removed indoors to eat or drink within a cohort. In accordance with Health Canada's recommendations, HSC requires masks to be made of at least three layers of breathable material and have a comfortable and snug fit without gaps. Neck gaiters, masks with an exhalation or exhaust valves are not recommended. With appropriate spacing and social distancing outside, masks will not be required outside.

For tips on how to help your child with wearing a mask, please [click here](#).

ILLNESS ON CAMPUS – ISOLATION PROCESS AND PROCEDURES

If a student becomes ill at school, Health Services will be notified immediately, and the student will be accompanied by a staff member to the Health Service office for assessment. If the student is over the age of two and can tolerate a mask, a non-medical disposable mask will be provided. A registered nurse will assess the student's symptoms, check their temperature and contact a parent/guardian or emergency contact for pick-up in accordance with Hamilton Public Health Services [guidelines](#). It is expected the student will be picked up within one hour of receiving a call from Health Services. The student will be cared for and supervised in a designated Isolation Health Office by a Health Services team member.

If the symptomatic student has siblings or other household members at school, they will also be dismissed from school unless they are fully immunized or have tested positive for COVID-19 in the past 90 days and have since been cleared by public health.

MEDICAL ASSESSMENT AND COVID-19 TESTING

Health Services will advise parents/guardians on the next steps outlined in Hamilton Public Health Services guidelines. Testing and isolation requirements will differ for vaccinated and unvaccinated students.

Parents/guardians will be provided with information and [resources](#), including booking an online appointment for COVID-19 testing in [Hamilton](#) and surrounding public health units. HSC will request a copy of the COVID-19 test results or a medical clearance letter from a healthcare provider for the student to return to campus.

Please note, the above protocols are subject to change in accordance with the Ministry of Education, Ministry of Health and Hamilton Public Health Services updated guidelines. To ensure the health and safety of all community members, HSC will continue to adhere to the public health experts' recommendations and communicate any changes to all HSC stakeholders.

SUPPORTING MENTAL HEALTH AND WELLNESS DURING THE RETURN TO SCHOOL

Students 14 years of age and older have access to 24/7, year-round counselling services through keep.meSAFE - Mental Wellness Student Support Program. This service is available free of charge, and students can access it in a confidential manner and many different languages. To access this service please ask your children to download the MySSP App from the [Apple Store](#) or [Google Play](#). Please [click here](#) for more information on the keep.meSAFE Program and [click here](#) for orientation to the MySSP App.

During school hours, students and parents at the College, whether attending in-person or participating in remote learning, have access to our College Counsellor for consultation and referral services to support mental health and socio-emotional wellbeing. In some cases, limited psychoeducational counselling is available to students for school-related issues. These services can be provided virtually or in person at school at the discretion of the College Counsellor. The College provides social and emotional learning skills to all students to build resiliency and foster wellbeing. The Health Services team is also available to support students' socio-emotional wellbeing at school. As an added level of support, the majority of our faculty and staff participated in *Psychological First Aid - Caring for Others* over the course of the summer.

We encourage you to discuss mental health with your child(ren), monitor their transition back to school and reach out if you have any concerns. We recommend the following resource to assist you: [Supporting Mental Health and Wellness During the Return to School](#).

HEALTH AND SAFETY

The College has hired a dedicated cleaner for each school during the day, in addition to our regular cleaning. The cleaners are responsible for cleaning classrooms during the day and ensuring all surfaces people often come into contact with—including washrooms, handrails, doors and door knobs—are cleaned and disinfected multiple times throughout each day.

We have also placed an approved disinfectant for use against SARS-CoV-2 (COVID-19) in each classroom with disposable paper towels to wipe surfaces situationally, as required.

The College has also purchased "foggers" to sanitize the buses in the evening and any other frequently touched surfaces, such as athletic equipment.

In addition to the new cleaning protocols to enhance the safety of your children's at-school environment, we are taking steps to improve the air quality in the classrooms. We have operable windows in most classrooms, and teachers will be encouraged to open them when the weather permits.

Supply air dampers on all rooftop units will be adjusted to increase the fresh air introduced to the respective buildings.

Where applicable, air handling systems will be enhanced with higher MERV (minimum efficiency reporting value) filtration. Under normal conditions, we have operated with MERV 8 and will now be installing MERV 13 filters. Additionally, we have implemented the use of air purifiers (HEPA filters) for classrooms in the Middle, Junior and Montessori Schools.



TRANSPORTATION SERVICES

HSC BUS SCHEDULE

The College will return to regular bus operations with a slight amendment to the time. Buses will arrive on campus between 8:15 a.m. and 8:30 a.m., with two runs in the afternoon, 3:30 p.m. and 5:00 p.m. to accommodate after-school activities. Please note, there will be no late runs on Friday beginning in October. Buses will be cleaned and disinfected each evening, and drivers will wipe and apply a leave-on spray disinfectant on the bus in between all runs. Masks will be required while riding the bus. Students will be assigned seats. The buses will be loaded by grade level to adhere to cohorting as much as possible. Bus drivers will be required to wear face masks at all times and be subject to the College's screening procedures. If you do not plan to utilize the bus program, please contact Transportation Services at transportation@hsc.on.ca.

PICK-UP AND DROP-OFF

Montessori and Junior School students arriving on campus by car will be met at designated locations.

Middle School students arriving on campus by car should be dropped off at Foxcroft Circle and then go directly to their first-period class.

Senior School students arriving on campus by car should be dropped off at Foxcroft Circle. Senior School students are permitted to stop briefly at their lockers before heading directly to their first-period class.

LUNCH PROGRAM

Thanks to the flexibility and ingenuity of HSC's Food Service team, we have seen great success in delivering healthy and delicious meals in safe, physically distant environments. In addition to implementing several new practices, including enhanced screening for staff, handwashing every 30 minutes or more as required and frequent washing and disinfecting of all high touchpoints, Food Services has installed designated serving stations in the Montessori and Junior Schools, with a grab-and-go system that is working smoothly across the College. Based on public health protocols, grab-and-go lunches will continue in September.

CAMPUS STORE

To ensure a safe shopping experience for our students, families, faculty and staff, our campus store offers one-on-one, in-store, and custom appointment times while maintaining safe physical distancing protocols. In addition, we are offering curbside pick-up and delivery options, which currently can be arranged through email or phone as well as our online campus store to make shopping more convenient. See below for details. We continue to focus on additional cleaning of the store between visits, focusing on high-traffic and high-touchpoint areas, such as door handles, the wireless debit terminal and countertops, but will also include nighttime fogging. We have also installed a commercial-grade garment steamer to treat articles of clothing that have been touched or used for fittings.

ONLINE CAMPUS STORE

Our online campus store is live and available to purchase many of the items our students will need, including school books and courseware, uniforms, varsity and house wear and school supplies. Our online store is an important tool for our community, it promotes physical distancing practices and makes it easier for everyone to purchase the items they need.

Please visit www.hsc.on.ca/campusstore to browse and purchase items from the online store and refer to our store FAQ for helpful information with respect to our pricing policies, delivery and pick-up options.

LOCATION OF STORE MAIN ENTRANCE

The campus store is located on the lower level of the Strathallan Building. However, access to the store's main entrance now faces the pedestrian walkway of the bus fleet and is on the Northside of the campus, facing Fennell Avenue.

STORE APPOINTMENTS AND HOURS

The store is currently open by appointment only. Please contact us by email, campusstore@hsc.on.ca or by phone at 905-389-1367, ext. 112. Payment for store purchases can be made by Visa, MasterCard, American Express, debit card or your HSC account.

Students can arrange purchases during the school year by placing an order through campusstore@hsc.on.ca. The campus store team will provide in-school appropriate delivery options as students will not be provided full access to the store during the school year. Senior School students may purchase items on their accounts. Montessori, Junior and Middle School students must have a signed parent note and a permission slip signed by a teacher before buying items from the Campus Store.

Our store hours of operation are Monday to Friday, 8:30 a.m. to 4:30 p.m.

DIGITAL PLATFORMS

myHSC is our Learning Management System (LMS), which will provide the full student experience. This communication tool will deliver everything students and parents need to thrive at every level at HSC. The IT Department continually reviews feedback from faculty, students and parents to select tools that support learning. Selection will be based on criteria that meet the age and stage of all of our students. After careful consideration, ongoing testing and feedback, we will provide various online tools to support the various programs offered at the College.

COLLEGE-WIDE INVESTMENTS AND FINANCIAL SUPPORT

It was clear that augmenting our programming for adequate investment in resources to fully support academics, community wellbeing, health and safety, and technology would significantly increase costs in certain areas of our operations. However, our Board of Governors has committed to maintaining tuition at communicated levels and reducing expenses and providing additional financial support for families. In addition, the Board of Governors approved credits from the 2020–21 school year to be applied against 2021–22 tuition and have continued to support a significant Emergency COVID-19 Financial Aid Relief Fund, which was created to help families who were negatively impacted financially by the pandemic.



COMMUNITY EVENTS

HSC is committed to continuing the events that bring us together as a community. If we can hold community events within the requirements set out by the Ontario government, we will do so. Some events will continue to be kept virtual or use a large outdoor space for the event, if possible.

[Click here](#) to visit our *myHSC* calendar for more information about our events.

PHYSICAL CAMPUS

The College has welcomed students, faculty and some staff back to a modified campus with protections, including physical distancing markers, plexiglass dividers and a range of additional handwashing facilities. As always, our health and safety protocols are informed by public health and government recommendations to ensure the safest environment for our community. We will continue to update and modify our campus according to the latest recommendations.



LEADERSHIP TEAM

We are committed to frequent and transparent communications at HSC. We want to encourage you to contact our Leadership Team if you have any questions or concerns.



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CONTINUITY OF LEARNING PLANS

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 www.hsc.on.ca

RESPECT. INTEGRITY. COMMUNITY. INDIVIDUALITY. DETERMINATION.

Our core mission is to develop joyful and engaged students who live life with purpose.

The best learning happens when students are happy to come to school, have opportunities to follow their passions, and participate in deep learning experiences that challenge them.

Joyful, engaged students develop strong relationships with their peers and with the caring adults who spark and support their learning both inside the classroom and beyond.

Their journey at HSC prepares students to live with purpose—to understand their world, inspire, lead, act, and make a difference in their own unique ways.



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