

New Protocols and Procedures @ SJF

- 1) Entrances – Exits
 - Grade 8 & 9 Front doors
 - Grade 10 – 12 NACC doors
- 2) Flow of traffic – follow the arrows
 - Students are to follow all directional arrows in hallways during non-class times
 - During class time students are to take the most direct route
- 3) Stairwells (up and down)
 - Up: stairwell down the NACC hallway
 - Down: stairwell in front of main office
- 4) No hallway gatherings at any time
- 5) Washroom use only during class time
 - One student at a time with teacher permission
 - Washrooms will be cleaned during transition times (breaks)
 - No hallway passes required
 - Grade 8 & 9 students can use the washroom during the second half of lunch (12 – 12:30pm)
 - i. Grade 8's – NACC washrooms
 - ii. Grade 9's – washrooms outside room 34
- 6) Deep cleaning happens during lunch break by our janitorial staff (washrooms and high touch areas)
- 7) Clean classrooms at the end of each period
 - Wipes down of desks, laptops, work areas, etc. by students
 - Staff wipe down high touch areas of the room
- 8) Students (grade 12's) will not have spares/free periods
 - Students will not be permitted to come and go from the campus during school
 - These students will be assigned learning strategies in our library
 - Counselors will be speaking with these students over the first week
- 9) Students will have 15 minutes to leave the campus following the end of their day
- 10) Lockers will not be used – students must have their things in a backpack
- 11) Use of masks or face coverings are required at SJF

12) Seating plans are required in each classroom

- Changes will be documented and dated
- Movement in classrooms is directed by staff

We hope with everyone following these new expectations and safety guidelines that over time we are able to lift or loosen some of these protocols