



COVID-19 Protocol 20
Assessments for Full Remote Learners (FRL)

The health and safety of all individuals is of utmost importance. All staff and other entrants shall adhere to the following protocol and are to report any unsafe behaviour or violation of this protocol to their Supervisor immediately. Any questions regarding this protocol shall be directed to their supervisor. This protocol is for internal use only.

Scope

This protocol is for full remote learners (FRL) who require entry into a TVDSB school for the purpose of an assessment.

1. GENERAL REQUIREMENTS

- 1.1. Access to the school must be approved by, and scheduled in advance with, the school Principal.
- 1.2. Consideration must be given to the length of assessment administration in relation to the student's capacity. Testing may take place in a half-day session, or on two separate occasions, depending on the needs of the student.
- 1.3. Assessment protocols must be reviewed with the parent(s)/guardian(s) in advance of the scheduled assessment and arrival and pick-up times confirmed.
- 1.4. Parents must provide a contact number as they will not be permitted to remain in the building during the assessment administration.
- 1.5. The LST must prepare a space where the Full Remote Learner will not be in contact with other students/staff and all surfaces must be cleaned/sanitized prior to test administration.
- 1.6. Staff and students accessing school facilities for assessment purposes will adhere to current TVDSB Health and Safety Protocols.
- 1.7. Masks must be worn indoors by both students and staff (with the exception of medical exemptions).
- 1.8. Appropriate Personal Protective Equipment must be worn by all staff working and/or interacting with the student while they are in the building. This shall include a medical grade mask (or a ClearMask brand of transparent face covering), a shield (or goggles). Staff may elect to use a plexiglass Sneeze Guard in addition to the aforementioned PPE.
- 1.9. Point of use bottles for disinfecting will be available for hard surfaces and manipulatives for use by educators/practitioners.

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- 1.10. A plastic cover must be secured over the testing booklet so that the student only touches the plastic cover which must be cleaned following assessment administration.
- 1.11. Use a non-porous pointer (e.g., unsharpened pencil which the student can then keep) as the student pointer.
- 1.12. Hand sanitizer will be available in areas with no sinks and soap.
- 1.13. Gloves are not advised as an alternative to hand hygiene.

2. GENERAL SCREENING

- 2.1. Staff, students and parents must self-screen using the updated Government of Ontario School Screening tool on the morning of the scheduled assessment and must follow the direction provided.
<https://covid-19.ontario.ca/school-screening/>

3. GENERAL SIGN IN

- 3.1. Using a contactless sign-in process, all full remote learners must be signed into and out of the building using the Visitor Log. School Administrators are encouraged to engage in a conversation with the parent(s)/guardian(s) to collect the requisite sign-in information prior to the student arriving at the site. This should include a phone number for contact tracing purposes. If this can be achieved, school staff can meet the student at the front doors of the school, at the agreed upon time, thus negating the need for the parent(s)/guardian(s) to enter the building.

If this cannot be arranged:

- 3.1.1. The parent(s)/guardian(s) of a student under the age of twelve (12) is responsible for signing the student into and out of the school.
 - 3.1.2. Students twelve (12) years of age and older may sign themselves in and out of a building.
- 3.2. As per [COVID-19 Protocol 2 Staff Screening, Building Access and Use \(Section 5.3\)](#), staff arriving to a school/building that they are not assigned or that is not tracked in TVARRIS are required to report to the main office/reception and sign in and out as mandated for tracking purposes.

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