



Temporary Shift to At Home Learning During a Public Health Emergency Policy 2.17

This policy is applicable to all onsite students, parent clients of onsite students, volunteers, employees, contractors, Directors, and the Head of Schools.

DOCUMENT CONTROL

Managed by: Sunil Mattu	Responsible position: Head of Schools	Version: 1
Approved by the Board of Directors: David Beresford, Chair	Date approved: 5 November 2025	Next review date: January 2028

REVISION RECORD

Date	Version	Revision description

1. TITLE

Temporary Shift to At Home Learning During a Public Health Emergency

2. PURPOSE

- identify the factors Third Schools will consider when deciding if learning should be in-person, at home, or a combination of both.
- identify opportunities for continuing in-person learning at buildings other than the building where students regularly attend school.
- identify practices that will provide at-home learning while fulfilling *Education Act* requirements.
- identify how Third Schools will ensure that all students have the opportunity to participate in at-home learning.

It is recognized that all students have a right to an education during a public health emergency in accordance with the *Education Amendment Act*.

3. DEFINITIONS

Term	Meaning
At-Home Learning	Instruction delivered when students are not physically present in school buildings.
Public Health Emergency	A situation declared by the appropriate authority requiring special measures to protect public health.
Canvas	The learning management system used by Third Schools to deliver online course materials.
<i>Education Amendment Act</i>	Provincial legislation defining rights and requirements for education during emergencies.

4. POLICY AND PROCEDURES STATEMENT

Move to At Home Learning

It is recognized that the health of all in the school community is of utmost importance. Third Schools will follow guidance and direction of Alberta Health Services. Should Alberta Health Services indicate that in-school learning will lead to increased health risks under a declared Public Health Emergency, Third Schools will respond as follows:

Availability of Online Materials

- Teachers will ensure that course materials are available inside Canvas. **ursa** will coordinate sharing of course shells with impacted teachers for their use.

- All Third Schools staff will be trained on the usage and application of Canvas.
- Any loss of instructional time will be minimized to the greatest extent possible.
- All homes will be surveyed to determine access to online learning materials.
- For families for whom online learning is not possible, learning packages (hard copy) will be prepared for distribution. The mode of distribution will be determined by the Principals of the affected school.

Adherence to Public Health Guidelines

- Adherence to sanitation and cleaning protocols.
- Limitations on class sizes and spacing of students and faculty.
- Wearing of PPE as recommended by Alberta Health Services.
- Suspension of extra- and co-curricular activities as appropriate.

All students and staff will adhere to the regulations as recommended by Alberta Health Services. Failure to do so will result in being denied access to the building where instruction is occurring.

Communication

Third Schools will maintain timely communication with parents/guardians regarding changes to learning modes and health guidelines.

5. LIMITATION

Notwithstanding anything in this Policy, the Head of Schools is permitted to develop further procedures as appropriate at the school level.

6. COMMUNICATION

This policy will be posted on the school websites and in hard copy in the offices of the Head of Schools and Principals.

ASSOCIATED DOCUMENTS

Education Amendment Act (Bill 27)

Alberta Health Services public health guidance for schools

7. ROLES AND RESPONSIBILITIES

Party / Parties	Roles and responsibilities
Principals	Implement Policy and Procedures at School level
Head of Schools	Develop Policy and Procedures
Board	Approve Policy