



FOOTPRINTS FOR LEARNING

— CHARTER ACADEMY —

Global Perspectives, Entrepreneurial Spirit, Academic Excellence

POLICY DOCUMENT

CONTINUITY IN LEARNING POLICY AT FLCA

DATE: October 1, 2025

BACKGROUND -

The purpose of this administrative regulation is to:

- Outline how FLCA will provide at-home learning where an in-person learning option is not available, such as during a state of emergency.
- Outline the process for consent and/or notification for the use of non-routine individual health measures.

SCOPE AND COMPLIANCE -

This administrative regulation applies to:

- All FLCA students, staff, and parents.

PRINCIPLES -

The following principles apply:

- Continuity in learning is important to student achievement.
- Safety of students and staff is a key consideration in decision making.
- FLCA will make reasonable efforts to maintain in-person learning during emergencies.
- Consent and/or notification will be sought for non-routine individual health measures, when necessary.

DEFINITIONS -

- At-home Learning: means teacher directed education programming provided by a board to a student on a temporary basis at the student's residence or where supervision of learning is temporarily provided using a digital learning platform (e.g. Google Classroom).
- Emergency: means a situation such as a public health emergency or local public health emergency, a state of emergency or state of local emergency or any emergency as prescribed in

an order of the Minister of Education under section 11.1(3) of the Education Amendment Act, 2024.

- Non-routine Individual Health Measure: means temporary actions taken to address specific public health concerns that are not part of standard, ongoing public health practices (e.g. use of face masks).

PROCEDURES -

Regarding In-person Learning During an Emergency

1. In the event of a public or local emergency or a public or local state of emergency, FLCA will make efforts to maintain in-person learning for students.
2. School authorities will not be required to get ministerial approval for shifts to at-home learning of three or fewer consecutive school days.
3. For any shift longer than three consecutive school days, the Superintendent will contact their Alberta Education and Childcare field services manager or consultant to discuss the issue and potential request for exemption.
4. The safety of students and staff is a primary consideration in determining how learning will be maintained in an emergency.

FACTORS -

The following factors will be considered in decision making for in-person or at home Learning:

- The safety of the school building for students and staff;
- Potential alternative site(s) for accommodating teaching and learning;
- The type of education programming being offered, including the age of the students;
- Providing equitable access to learning for all affected students; and
- Availability of technology to support temporary at-home learning for those that do not have access.

COMMUNICATIONS -

- FLCA will notify the affected parent(s)/guardian(s)/independent students as soon as reasonably possible of a decision to shift to temporary At-home Learning.
- The Superintendent, under the advisement of Alberta Education, will provide approval to a school Principal to move a group, class, or grade of students to At-home Learning.
- The Principal shall ensure communication with affected parent(s)/guardian(s) and students about what At-home Learning will look like, including but not limited to: a) Reminder on the online learning platform being used (e.g. Google Classroom); b) Daily schedule for classes; c) Expectations for attendance; and d) Any provisions for provincial assessments, if necessary. Supports for At-home Learning

- The Principal shall ensure communication with affected parent(s)/guardian(s) and/or students about supports that are available: a) Technology supports; b) Relevant IPP supports; c) English as an Additional Language supports; and/or d) Supports for students with complex needs.
- The Principal shall ensure that affected parent(s)/guardian(s)/independent students and/or students are encouraged to contact the school if they require supports during the temporary shift to At-home Learning.
- Should a Non-Routine Individual Health Measure be required or recommended by the public health authority, the Principal will notify and obtain parent/guardian consent for students.

REFERENCE -

Alberta Education - In Person Learning Regulation LINK: https://open.alberta.ca/publications/2025_013

The In-person Learning Regulation sets out requirements for in-person learning and health procedures for school boards. The Regulation requires that in order for school boards to provide an at-home learning option, they must also provide an in-person learning option for students in grades 1 to 12. The Regulation also ensures that children and students in early childhood services to Grade 12 cannot be denied in-person education due to selected precautionary health guidelines (e.g. masks).