

601.2.1 In-Person Learning and At-Home Learning

Purpose

This administrative procedure supports the Division's mission to provide meaningful, high-quality learning opportunities. It affirms our commitment to delivering consistent educational programming that prioritizes in-person learning, while maintaining flexibility to respond to emergent circumstances in accordance with legislated and regulatory requirements.

The procedure outlines expectations and processes for ensuring that in-person learning remains available to students in Grades 1–12 in accordance with the In-Person Learning Regulation and Education Act. It does not apply to students enrolled in early childhood services programs. The procedure is intended to guide school operations in situations where large scale in-person learning is temporarily unavailable and at-home learning may be necessary. Typically, these situations are due to operational or safety considerations. Staff are expected to use professional judgement in circumstances that fall outside the specific guidance offered here.

Definitions

Alternate facility: Refers to a temporary, alternative physical location used to provide in-person learning (e.g., another school building or community facility).

At-home learning: Education that occurs outside of the school setting, typically in a home environment with access to Division provided curricular materials that may or may not include a digital or online component.

In-person learning: Education that takes place within a school building where the student is physically present.

Temporary at-home learning: Short-term shift to at-home learning without an in-person learning option, typically due to safety or operational disruptions.

Procedures

Section 1 - In-Person or Temporary At-Home Learning Considerations

- 1.1 When the Division offers at-home learning, it will continue to provide an option for in person learning for students at their designated school, unless an in-person option is temporarily unavailable.
- 1.2 In alignment with the Alberta In-Person Learning Regulation (13/2025), the Superintendent or designate shall determine when temporary at-home learning is to be offered in lieu of in-person instruction.

- 1.3 The school Division may temporarily offer at-home learning when in-person learning is not feasible or safe. Factors that may be considered include but are not limited to:
- Structural or environmental concerns that render the school building unsafe or inaccessible (e.g., fire, flooding, or other emergencies);
 - Equitable access to education for all students, particularly when certain groups may be disadvantaged by in-person or at-home modalities;
 - Availability of staff and required resources to support in-person learning;
 - The type of programming being offered and whether it can be reasonably adapted for at-home delivery;
 - Availability of synchronous and/or asynchronous instruction; or
 - Recommendations or orders from Alberta Health Services or other relevant public authorities.
- 1.4 Where reasonably practical, students will have access to the same courses and education programs in both in-person and temporary at-home settings.
- 1.5 Face masks or coverings cannot be required as a condition for access to in-person learning.
- 1.6 The Division cannot continue providing only at-home learning for more than three consecutive school days unless the Minister has issued an order authorizing continued at-home learning, subject to any applicable terms and conditions.

Section 2 – Reporting

- 2.1 The Division must notify the Minister within 48 hours whenever temporary at-home learning is initiated without an in-person learning option. This notification must include:
- The start date and time of at-home learning;
 - The total number and grades of students affected;
 - The anticipated date and time when in-person learning will resume for some or all students.
- 2.2 When in-person learning resumes for any portion of the student population, the Division must notify the Minister within 48 hours. This notification must include:
- The date and time in-person learning resumed;
 - The number and grade levels of students returning to in-person learning.

Section 3 - Opportunities for In-Person Learning at Alternate Buildings

3.1 When the primary school facility is unavailable, the Division will make reasonable efforts to provide in-person learning at alternate locations, which may include:

- Other schools within the same school authority;
- Publicly accessible facilities in the community (e.g., community halls, libraries, recreation centres); or
- Partner sites with other educational institutions if space is available.

3.2 School administrators will consult with Division leadership to determine appropriate locations based on proximity, safety, transportation, and capacity.

3.3 The final determination shall consider student safety, transportation feasibility, instructional quality and capacity.

Section 4 – Delivery of Temporary At-Home Learning

4.1 In the event temporary at-home learning is provided, the school Principal will:

- Ensure that all students receive the minimum hours of instruction required by the Guide to Education;
- Set clear expectations for student attendance, engagement, and participation;
- Provide access to assessments and support for participation in provincial achievement testing where applicable;
- Monitor and support student learning progress, including supervision and evaluation by qualified instructional staff;
- Use existing digital learning platforms and communication tools for delivery and reporting where appropriate.

4.2 The Division will support schools to:

- Provide devices (e.g., laptops, tablets) and/or internet access to students who lack adequate technology at home where possible and if resources are available;
- Offer language and academic supports to students with English as an Additional Language (EAL) needs within the capacity of existing resources;
- Ensure students with disabilities or exceptional learning needs receive reasonable accommodations and supports, as outlined in their IPPs or support plans and based on the context and existing resources; and
- Communicate regularly with parents / guardians to assess needs and remove barriers to engagement.

4.2 Where temporary at-home learning is implemented for students, Principals will communicate the following to parents / guardians:

- The rationale and expected duration of the shift;
- Delivery method(s) for instruction and student responsibilities;
- Contact information for teachers; and
- Available technology and learning supports.

References

Education Act	3, 3.1, 11, 33, 52, 53, 196, 197
Division Policies & Procedures	Policy 601.2.1 School Year, Policy 601.6 Instructional Time, Policy 501.1 Attendance at School, Policy 500.1 Student Rights and Responsibilities
Other	In Person Learning Regulation (AR13/2025), Guide to Education: ECS to Grade 12