



**INSPIRE. EMPOWER. ACHIEVE.**

## **Fellowes High School**

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Dear parents/guardian,

Ventilation upgrades have been a key component in the Renfrew County District School Board's (RCDSB) efforts to reduce the spread of COVID-19, and to create environments that support the important learning activities happening in schools.

We are sharing this communication with you at the request of the Ministry of Education.

### **The following measures have been implemented at all sites owned by the RCDSB:**

- Conducting assessments on all mechanical ventilation to ensure they are fully operational and servicing where necessary;
- Performing daily checks and monthly inspections on all ventilation systems;
- Increased frequency of filter changes;
- Prioritizing repairs for mechanical systems to ensure they are operating efficiently;
- Adjusting the operating schedules for all mechanical systems to maximize air flow, increase fresh air intake, and increase the amount of air exchanges per day in the building;
- Setting the systems to run at maximum outside airflow a minimum of two hours before school starts and two hours after it ends to refresh the air before arrival and remove remaining particles at the end of the day;
- Procuring 1034 standalone HEPA filter units.

Over the past two years (2020-21/2021-22) the RCDSB has invested \$8.7M in ventilation improvements, and 100% of schools have received an investment to improve the ventilation.

Ventilation improvement projects completed at all sites involved the sealing of supply ducts (fresh air). This ensured that more fresh air (an additional 18 to 50% depending on the site) was delivered to the classroom. Additional projects installed active air treatment that target and destroy airborne pathogens (like COVID-19, flu, and bacteria).

The District has planned for an additional \$2.2M in ventilation improvement for the 2022-23 school year. Other projects include upgrading aging ventilation units and adding mechanical ventilation to spaces that did not have it previously.

**At Fellowes High School, 84 portable HEPA filters have been deployed to supplement the other measures that have been taken.**

**This ensures that all classes and student occupied spaces have access to a portable HEPA filter unit.**

**Additional work has been undertaken at Fellowes to replace ventilation units and to upgrade the Building Automation System. This represents an investment of approximately \$425,000 to improve indoor air quality.**

Additional information can be found by visiting our [Ventilation in our Schools webpage](#).

Thank you,  
RCDSB Communications