**Welcome Our Students Back to School**

**Return to School Plan - Fall 2020**

**School Plan**

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| **School: \_\_\_\_\_\_\_\_Glenella\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Grades: \_\_\_\_\_\_K-12\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**\*subject to change based on public health guidance\*\***

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| Manitoba Education Guidelines Welcome Back to School Guidelines August 13, 2020 <https://manitoba.ca/asset_library/en/covid/k12-reopeningplan-guidance.pdf> Guide for Parents August 13, 2020 <https://manitoba.ca/asset_library/en/covid/k12-reopeningplan-guideforparents.pdf> | Level 1 – In–class learning resumes with additional public health measures • In-class learning resumes, five days per week, for students in K-8, students with special needs (all grades) and students who require additional supports. • Schools may increase in-class learning for Grades 9-12 to five days per week if they can maintain physical distancing and limit interaction between different groups of students. If not, Grades 9-12 will participate in blended in-class and remote learning, with a minimum of two days in class per week. (Manitoba Education Guidelines, August 13, 2020) | Level 2- Blended Learning (Contingency Only) • In-class learning is suspended. Teacher led remote learning with some limited use of schools  Teacher-directed remote learning will be an essential component of K to 12 education throughout the pandemic. When remote learning is needed, students may work independently on their own, as well as work with a teacher in real time. Blended in-class and remote learning plans may need to be implemented on short notice and may be in response to isolation due to illness from exposures. | Level 3 - Remote Learning (Contingency Only) • In-class learning is suspended. Teacher led remote learning for all K-12 students at home |
| Public Health Advice – Moving Between Model of Learning if the Need Arises | As schools plan to welcome students back, they do so knowing that plans may change based on the advice of public health at that time, as well as over the days and weeks that follow. Contingency plans are in place for various public health situations, which may also vary across the province. Three response levels will be used: Level 1 – In-class Learning (planned for September 2020); Level 2: Blended Learning and Level 3: Remote Learning. |
| **Physical Distancing** | Single classes should stay together to avoid interactions with other groups/classes. Where smaller groups/classes are not feasible due to a range of electives, physical distancing is required. • Keep larger groups (e.g. several classes or grades) together to reduce the amount of interaction between students. Locations of classrooms (e.g. same wing of school), movement of teachers instead of students, use of additional space (e.g. gyms, libraries, multipurpose spaces), and alternate day attendance can all be considered to reduce mixing. • Timetable in-class students by cohorts to avoid mixing of groups. • Field trips must be cancelled if physical distancing cannot be accommodated. Outdoor venues are lower risk of transmission of COVID-19 and crowded venues and exposure to other groups should be avoided. Out-of province and international travel will remain subject to ongoing guidance from public health. | In the event of moderate to widespread transmission, in-class learning will be suspended, but school facilities may be used for specific programming, following the guidelines for the limited use of school facilities. School divisions and schools will make decisions around the use of school facilities based on local needs. Two meters of physical distancing is required. Multiple groups of students can operate within a school setting at the same time provided groups can be kept apart. | In the event of widespread transmission, schools may be closed and limited use of schools will be suspended for all K-12 students |
| **Areas of Focus** | • Limit gatherings in common areas, such as lobbies and lunchrooms. • Prioritize core curriculum and required courses. • Electives may be limited where feasible, if they are not affecting educational requirements. Consideration may be given to offering some electives remotely/via distance. | Limit gatherings in common areas, such as lobbies and lunchrooms. • Prioritize core curriculum and required courses. • Electives may be limited where feasible, if they are not affecting educational requirements. Consideration may be given to offering some electives remotely/via distance. | • Key focus on literacy, numeracy and other curricular areas as time and resources permit. • Facilitate contact with students to keep them engaged in remote learning. • Ensure access to learning resources for all, including technology and addressing connectivity issues. • Schedule student appointments and small groups for assessment, planning and special programing as needed. |
| **Institutional preparedness** | * Schedule increased cleaning and sanitation and ensure supplies are available
* Plan for increased hand hygiene o Develop self-screening and symptom monitoring protocols o Develop protocols for staff and students exhibiting symptoms
* Display COVID-19 information signs
* Create physical distancing plans
* Create plan to manage foot traffic flow in entrances, hallways and shared space to avoid congestion o Review food handling and no-sharing policies to reduce risks
* Remove or reduce play with toys and equipment that cannot be sanitized o Review transportation routes, scheduling and consider alternatives (e.g. parents)
* Restrict the use of space that does not allow for physical distancing o Connect with local public health team for supports and information as required
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| **Students and families’ preparedness** | * Communicate expectations defined for attendance and participation
* Educate students and families about hand hygiene, symptom monitoring and other public health measure
* Encourage families to have a back-up plan in place in the event of illness
* Student/family engagement and outreach
* Identify mental health and wellbeing supports
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| **Details** | **Scenario 1** |
| **Participants** | K-12 students five days / week in-classAny parent wishing to register students contact schoolAll staff return Sept. 2ndAll visitors will sign in and out – need to know where all visitors areEveryone needs to hand sanitize on the way in and the way outCall office to make an appointment – no walk insStaff and students sign out and in at lunch time and sanitizeNo community use of the schoolEducational assistants will remain with their cohort as much as possible |
| **School Day Structure** |
| **Timetables** | Staggered entry and exit for recessStudents with spares are in MPR or LibraryStudents will not be transported for shopsStudents will remain at school and take automotiveNo field trips at this time |
| **Arrival/Dismissal** | Staggered arrivals and departures for bussing beginning at 8:30If possible Parents are asked to transport their own children to and from school, if not possible the Division will provide transportation to eligible students1 bus at a time dropping students off Students not on bus may enter school at 8:20No vehicles allowed in loop from 8:25-9:00If there is a bus in the loop when you arrive please wait at the south entranceBusses will not pick up town studentsBus drivers will submit morning and afternoon attendance and seating planOn the bus 2 students are allowed per seat if they are from the same house or school cohortEvery seat can be used on busAt the end of the day it will be announced what classes/families load the busBusses will be loaded to the back of the bus Busses will be unloaded from the front of the busUse of different entrances/exits for cohortsMain door entry – number inside limited to 5 at a timeElementary will exit through the north doors, the 7-12 will exit through southwest doorsTown student are to use the main doors to enterTeachers will supervise to ensure distancing and hand sanitizingStudents are to go directly to the classroomStudents are to remain in their home roomGrade 9 homeroom – Mr. Smith – Computer LabGrade 10 homeroom – Ms. Barclay – ELA RoomGrade 11 homeroom - Mr. Murray – Science RoomGrade 12 homeroom- Mr. Murray – Science RoomGuests to school must sign in and sign out at office |
| **Movement of Students** | Students will remain in classroom for most classes, teachers will move between roomsuse of Library, MPR for classesEach cohort, k-6 and 7-12, will use different bathroomsK - own washroomGrades 1-6 – washrooms by the officeGrades 7-12 – washrooms by the libraryOnly 1 person allowed in washroom at a time |
| **Academic Program** |
| **Classroom Configuration** | Desks a minimum of 1 meter apartClasses remain same grades ½, ¾, 5/6, 7/8 and 9, 10, 11, 12No flexible seating– each class to have a seating planStudents will be assigned a computer to useFloors will be taped to show distancing |
| **Instruction** | Focus is on recovery learning and filling in the gaps from the springEmphasis on the essential curriculum outcomes Hands on learning is limitedNo Science Labs at this timeNo cooking in Home Economics at this timeBand class – no singing or wind instruments – string or drums are allowed at this time |
| **Assessment and Reporting** | In class assessmentIn elementary key assessments, (Fountas and Pinnell and reading) completed early in school yearProvincial assessments in early years and middle years are cancelled for the yearAt this time Grade 12 Provincial exams will still be completedDivisions assessment will be looked at closer to the timeReport cards will be completed Use of parent portal is encouraged |
| **School Supplies and Personal Belongings** | No lockers- items will be kept in classroomStudents are to only bring essential suppliesSend assignments as emails to teachers for high school students as much as possibleSupplies are not to be shared |
| **Alternate Learning Spaces** |
| **Gym** | Outside as much as possible or in health in classroomActivities chosen that will allow for physical distancingNo intermuralsNo changing for Phys. EdEach cohort to have a recess bucket that will be cleaned between use by the custodianshttps://www.gov.mb.ca/covid19/restoring/sports-guidelines.html |
| **Library** | Librarian will go to classroom with a box of booksUsed for programming for individual students – will be sanitized between studentsWill be used for speechLibrary used for Law classroom |
| **Common Area/Canteen** | Canteen closedBreakfast will be in classroom with prepackaged optionsNo microwaves for use by studentsStudents are to bring a bag lunchTown students are encouraged to go home for lunchMPR limited usageGrade 7 and 8 band in MPR |
| **Transition to school in the fall** |  Teach rules and routines Students, teachers and EA’s to remain in designated cohorts as much as possibleNo fund raising No Terry Fox walkTeach public health and safety rules and expectationsTeach how to wear a maskWatch video on mask wearingTeach hand sanitizing proceduresMasks are mandatory for grades 4-12 and staffMasks are encouraged to be worn by the Grade 3’sYounger grades may wear a mask if they chooseTeach students how to login in to their; e-Mail, Reading A to Z , Teams, Zoom, See-Saw accounts |
| **Student Well-Being** | When students return, we must focus on supporting their emotional, social, and mental health as we welcome them back to adjusting to an in-school setting Teach rules and routines Teach public health and safety rules and expectationsMust follow Manitoba Health guidelinesStaff are to self-monitor and stay home if illParents are to screen students daily – remain home if illIf a student becomes sick during the day parents will be contacted to pick up the childThe ill student will be placed in the sick room – they will be required to wear a mask, gown and gloves The adult supervising sick student must wear a mask, gown and gloves |
| **Computers:** | Computers will be cleaned between students by teachers and studentsK-6 – laptop cart #1Grade 7-8 – iPad cartGrade 9- computer labGrade 10-12 – laptop cart #2 (high school)Students may bring their own devices**\*\*Turtle River School Division and Glenella School are not responsible for lost or damaged tech. devices\*\*** |