



## École Laurier Jr. Kindergarten to grade 8



### Pandemic Schooling Plan for Level Red

Please note: subject to change based on public health guidance. This is a fluid document.

<b>LEVEL RED</b>	<ul style="list-style-type: none"> <li>• <b>School Buildings will be closed.</b></li> <li>• All K to 8 students will participate in teacher-led remote learning.</li> <li>• Jr. K program will be suspended.</li> <li>• Individualized education plans will be developed for students with special learning needs.</li> <li>• <b>School buses will not be operating.</b></li> <li>• <b>Exception</b> - Kindergarten to Grade 6 students of essential workers may still attend school. Early Learning and Child Care guidelines will be followed with reduced student groupings, in alignment with recommendations for occupancy at child care centres at this response level (16 children per classroom as long as physical distancing can be achieved) and strict infection prevention and controls in place.</li> <li>• Child care in schools will operate at reduced capacity and will be limited to students of essential workers, as outlined in the Public Health Guidance for Child Care Centres.</li> </ul>
<b># of students, class cap, cohort sizes</b>	<ul style="list-style-type: none"> <li>• <b>Teacher-Led Remote Learning will be occurring for ALL K-12 Students</b></li> <li>• Class size cap of 16 students for essential worker students with physical distancing of 2 metres apart minimum.</li> <li>• Cohorting of student groups used between classes</li> </ul>
<b>Symptom Screening: students and staff</b>	<ul style="list-style-type: none"> <li>• Essential worker parents must screen their own children prior to sending to school <b><u>EACH DAY</u></b> using the Manitoba COVID-19 Screening tool checklist <a href="https://manitoba.ca/asset_library/en/coronavirus/covid19_screening_checklist.pdf">https://manitoba.ca/asset_library/en/coronavirus/covid19_screening_checklist.pdf</a></li> <li>• Staff will screen students as they enter the school.</li> <li>• Staff members will screen themselves before the start of each day.</li> <li>• Screening signs will be posted at all entrances to the school.</li> <li>• Students are continually observed and screened by their teacher.</li> </ul>
<b>Transportation</b>	<ul style="list-style-type: none"> <li>• <b>School buses will not be operating.</b></li> </ul>
<b>Transportation plan</b>	<ul style="list-style-type: none"> <li>• <b>Transportation will not be provided</b></li> </ul>

<p><b>Personal Protective Equipment (PPE)</b></p> <p><b>Staff members</b></p>	<ul style="list-style-type: none"> <li>• PPE can be used for teacher’s/support staff where physical distancing cannot be avoided.</li> <li>• This in no way should replace maintaining 2m and may support only the unavoidable brief encounters that must occur.</li> <li>• masks, shields, gloves, gowns, plastic dividers</li> <li>• Masks are mandated for staff members to wear by the province.</li> </ul>
<p><b>Personal Protective Equipment (PPE)</b></p> <p><b>Students</b></p>	<ul style="list-style-type: none"> <li>• Personal Protective Equipment (PPE) Non-medical masks can play a role in reducing the transmission of COVID-19. Wearing nonmedical masks is an additional personal practice that can help to prevent the infectious respiratory droplets of an unknowingly infected person (the wearer) from coming into contact with other people. Non-medical masks have not been tested to meet any standards.</li> <li>• Masks are mandated for students in Grades 4 and up, school staff members, volunteers and visitors is mandated by the province.</li> <li>• Although mandated, wearing a non-medical mask or face covering is not a substitute for physical distancing and handwashing. Those wearing masks should be reminded, in age-appropriate language, not to touch their mask and to comply with other personal preventive practices, such as frequent hand hygiene and physical distancing as much as possible.</li> <li>• The wearing of non-medical masks is encouraged in situations where a person cannot maintain a two-metre physical distance for extended periods of time and is in close proximity to a person outside of their regular contacts. This includes hallways and when riding the bus to school, and it may include classroom settings.</li> <li>• Students under Grade 4 can also wear non-medical masks. Masks will be provided to students and staff who need them. Inventory will be monitored to ensure adequate supply.</li> <li>• When a non-medical mask is used, hands should be cleaned before and after putting it on and taking it off.</li> <li>• Visit <a href="https://www.gov.mb.ca/covid19/prepareandprevent/index.html">https://www.gov.mb.ca/covid19/prepareandprevent/index.html</a> for the latest guidance on the use and care of masks.</li> </ul>
<p><b>Hand hygiene</b></p>	<ul style="list-style-type: none"> <li>• Both handwashing with soap and water for 20 seconds and hand sanitizing are options for hand hygiene. While handwashing is the preferred method of hand hygiene, an alcohol-based hand sanitizer may also be used.</li> <li>• Hand sanitizing stations will be available at all entrances. Stations will also be available at other locations throughout the school, including in each classroom.</li> <li>• Hand washing/sanitizing will occur: <ul style="list-style-type: none"> <li>➤ the start of the day and before going home</li> <li>➤ before and after recess</li> <li>➤ after going to the washroom</li> <li>➤ before eating</li> <li>➤ after getting hands dirty</li> <li>➤ after wiping nose or handling dirty tissues</li> <li>➤ after coughing, sneezing or blowing nose</li> <li>➤ before and after putting on and taking off a mask</li> <li>➤ before and after being on a bus</li> <li>➤ after cleaning tasks (staff)</li> </ul> </li> </ul>

<b>Ventilation</b>	<ul style="list-style-type: none"> <li>• There is less likelihood of transmission in well ventilated environments.</li> <li>• The school will follow the strategies below: <ul style="list-style-type: none"> <li>➤ Avoid recirculation of air to the greatest extent possible, and ensure filters are clean.</li> <li>➤ In general, ventilating indoor environments with fresh air—whether by increasing the outdoor air ratio of the HVAC system settings as much as possible or by opening windows and avoiding or reducing recirculation—will dilute the air exhaled by the occupants, including any infectious particles. Even if this is not feasible for the whole facility, consider this for higher risk areas (e.g., where crowding may be an issue).</li> <li>➤ Minimize the use of fans and limit them to the lowest settings if they are needed. Direct air flow away from people and surfaces. Ensure that these surfaces are cleaned along with other high touch surfaces.</li> <li>➤ Assess the risk of opening windows and doors (i.e., risk of falling, triggering asthma symptoms). Do not prop open fire doors to increase ventilation or to reduce exposure to frequently touched door handles.</li> </ul> </li> </ul>
<b>School Day Structure</b>	
<b>Timetables</b>	<ul style="list-style-type: none"> <li>• K-8 Remote Learning will focus on Core Areas with other subjects integrated.</li> <li>• Virtual Learning using technology will be emphasized.</li> <li>• Homework packages will be prepared for 2 week blocks and made available on Mondays</li> </ul>
<b>Arrival/Dismissal</b>	<ul style="list-style-type: none"> <li>• Schools are closed</li> <li>• Essential Services children will have staggered arrivals and departures to reduce congestion</li> <li>• Screening at home and again upon entry in the school.</li> <li>• Use of different entrances/exits to limit congestion (Grade 4-8 use front entrance, Jr. K to grade 3 use North-East entrance)</li> <li>• Hand wash or hand sanitize when entering and exiting the school.</li> <li>• 2m of physical distancing at all times</li> <li>• There are markings on the sidewalk and in the hallways</li> </ul>
<b>Breakfast Program</b>	<ul style="list-style-type: none"> <li>• No breakfast program</li> </ul>
<b>Movement of Students</b>	<ul style="list-style-type: none"> <li>• Students do not move classrooms except for Phys. Ed, music and library period (for grade 2 – 6 students).</li> <li>• 2m of physical distancing at all times</li> <li>• There will be signs posted in common areas such as entrances, classrooms, hallways, bathrooms, etc. and floor markings to help support students and staff in keeping physical distance.</li> </ul>

<b>Visitors/Parents</b>	<ul style="list-style-type: none"> <li>• Follow “Limited Use of School Facilities Guidelines”.</li> <li>• Access to school buildings by visitors/parents will be limited and will require an appointment and/or by calling ahead.</li> <li>• Visitors/parents must wear non-medical mask when coming in the school as mandated by the province and will require screening by the school office.</li> <li>• All visitors/parents must hand wash or hand sanitize when entering and when exiting the school.</li> <li>• Signing-in and out to the building is required.</li> <li>• Communication with parents is preferred by the use of email, telephone, and electronic means to reduce the frequency of visitors in schools.</li> <li>• If a parent is picking up their child, they are asked to wait outside, and their child will be called down with their supplies to meet them outside.</li> <li>• Community use of schools is suspended .</li> </ul>
<b>Academic Program</b>	
<b>Classroom Configuration</b>	<ul style="list-style-type: none"> <li>• Unnecessary furniture will be removed to maximize open floor space.</li> <li>• There will be seating arrangements in classrooms that students will be expected to follow.</li> <li>• Arrangement of the classroom will support physical distancing of desk/seating (2 meters) at all times.</li> <li>• Each classroom has hand sanitizer available.</li> <li>• K/1 and Gr. 2/3 classrooms have sinks for hand washing.</li> </ul>
<b>Instruction</b>	<ul style="list-style-type: none"> <li>• <b>Teachers will utilize virtual teacher led experiences utilizing technology</b> in order to support students gaining independence in using these programs in September <ul style="list-style-type: none"> <li>-email</li> <li>-Reading A to Z</li> <li>-Microsoft Teams/Remote Conferencing Application</li> <li>-Apps such as SeeSaw, Remind, Teams, Facebook, etc.... to communicate and engage parents and students</li> </ul> </li> <li>• Teachers will focus on the essential curriculum outcomes with the Learning Focus remaining on the cores with complementary cross-curricular subjects to complement and support learning. Electives will be offered still but they will be the first to flex over if/when needed to support the core subjects.</li> <li>• Student Social and Emotional needs will be supported through engagement with technology and access to support programs.</li> </ul>
<b>Assessment and Reporting</b>	<ul style="list-style-type: none"> <li>• Teachers will use their professional discretion to determine appropriate formative and summative assessment practices for the learning context.</li> <li>• Reporting will occur as per division processes and regularly scheduled reporting periods identified on the TRSD school calendar for 2020-2021.  <a href="https://www.edu.gov.mb.ca/k12/assess/docs/report_card/full_doc.pdf">https://www.edu.gov.mb.ca/k12/assess/docs/report_card/full_doc.pdf</a> </li> <li>• Grade 3 and 4 provincial assessment and Middle Years assessment is suspended for 2020-2021.</li> </ul>

<b>School Supplies and Personal Belongings</b>	<ul style="list-style-type: none"> <li>• Student materials will be labeled and organized into personal containers/pencil cases.</li> <li>• Students in grade K-8 will have assigned desks. All students will be seated a minimum of 2 m apart.</li> <li>• Students are to have their own labeled refillable water bottle. Water bottle filling stations that are automatic may be used.</li> <li>• Limited locker usage for all grades (outerwear only)</li> <li>• Locker use will be staggered to avoid congregation in hallways and allow for physical distancing.</li> <li>• Indoor shoes will be kept in classroom on student chair.</li> <li>• Backpacks will be kept under student's desk.</li> <li>• All lunch kits will be kept in classroom.</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• <b>If remote learning is required, then the division will provide students with access to technology, in order to access their learning outcomes.</b></li> <li>• The division and schools will support families and parents with access to technology by lending those students and families that need devices a device (ipad or laptop).</li> <li>• Access to the internet will be supported in various ways that would support as many students as possible (portable internet repeaters, support with access to service, etc...)</li> <li>• Students have been taught by their teachers in September 2020 how to use online platforms on how to login, use, and access their learning content in case of this remote learning scenario.</li> </ul>
<b>Phys. Ed.</b>	<ul style="list-style-type: none"> <li>• Phys. Ed. classes will take place outdoors as much as possible.</li> <li>• Equipment will be cleaned and sanitized between student and classroom usage.</li> <li>• Activities will be selected so as to allow for physical distancing. Individual activities are promoted. This is a skill building year.</li> </ul>
<b>Music/Band</b>	<ul style="list-style-type: none"> <li>• <b>Program is suspended at this time so that focus on essentials can occur.</b></li> </ul>
<b>Automotive</b>	<ul style="list-style-type: none"> <li>• <b>Program is suspended at this time so that focus on essentials can occur.</b></li> </ul>
<b>Field Trips/Extra Curricular Activities</b>	<ul style="list-style-type: none"> <li>• All field trips are suspended.</li> <li>• All extra curricular activities are suspended.</li> </ul>
<b>Jr. High Sports</b>	<ul style="list-style-type: none"> <li>• All Jr. High divisional sports are suspended.</li> </ul>
<b>Mental Health supports</b>	<p><b>Virtual Therapy</b>  <a href="https://www.gov.mb.ca/covid19/bewell/virtualtherapy.html">https://www.gov.mb.ca/covid19/bewell/virtualtherapy.html</a></p> <p><b>AbilitiCBT App</b>  <a href="https://manitoba.abiliticbt.com/home">https://manitoba.abiliticbt.com/home</a></p> <p><b>Mental Health Website</b>  <a href="https://www.gov.mb.ca/covid19/bewell/index.html">https://www.gov.mb.ca/covid19/bewell/index.html</a></p> <p><b>Crisis Hotlines</b>  <a href="https://www.gov.mb.ca/health/mh/crisis.html">https://www.gov.mb.ca/health/mh/crisis.html</a></p> <p><b>WHO – Healthy at Home</b></p> <ul style="list-style-type: none"> <li>• <a href="https://www.who.int/campaigns/connecting-the-world-to-combat-coronavirus/healthyathome">https://www.who.int/campaigns/connecting-the-world-to-combat-coronavirus/healthyathome</a></li> </ul>

<b>Transition to school in the fall</b>	<ul style="list-style-type: none"> <li>• Our focus will be on supporting students’ emotional, social, and mental health as we welcome them back to adjusting to an in-school setting.</li> <li>• Teach public health safety rules and expectations.</li> <li>• Students and staff will be educated on how to wear a mask properly.</li> <li>• Teach students in grade 4-8 how to login in to Office365, email and Teams.</li> <li>• Teachers will review transition plans for incoming students and plan accordingly. They will focus on recovery learning by using their recovery plans developed in June 2020.</li> <li>• Teachers will need to do key assessments (such as F &amp; P, reading) early in the school year in case classes are suspended again.</li> <li>• Teacher professional assessment in other areas is also required as deemed necessary as per the teacher and student needs</li> <li>• Reading Assessment Kits have been purchased to support student assessment.</li> <li>• Reading Intervention Programs have been purchased to support reading intervention/recovery.</li> <li>• The Division Social Worker and Mental Health Committee will work with classroom sessions to support students and teachers with the return to school and support student needs</li> <li>• Apps such as SeeSaw, Remind, Teams, Facebook, etc. to communicate and engage parents and students</li> </ul>
<b>Alternate Learning Spaces</b>	
<b>Library</b>	<ul style="list-style-type: none"> <li>• The librarian will bring a mobile library to the K-6 classrooms.</li> <li>• Staff using the library will practice proper hand hygiene prior to entry and again when exiting the library.</li> <li>• Maintain physical distancing.</li> <li>• Library materials will be disinfected and/or quarantined (72 hours) prior to re-use, as applicable.</li> <li>• Students can use the online Maplewood library system to check the availability of books.</li> </ul>
<b>Shared/ Common Places</b>	<ul style="list-style-type: none"> <li>• A plexiglass barrier is to be in place for the school secretary.</li> <li>• Washrooms will be cleaned/disinfected frequently throughout the day. There will be increased time spent cleaning/disinfecting all spaces throughout the day.</li> <li>• K-3 students will use the washroom by the gym and grade 4-8 students will use the washroom by front office.</li> <li>• Water bottle filling stations that are automatic may be used. All water fountains will be off limits and are shut off. Please send a water bottle with your child for their use. We will not be able to allow sharing of items.</li> <li>• Outdoor spaces and play structures can be used.</li> <li>• We will avoid sharing of classroom supplies to the greatest extent possible.</li> <li>• Student assemblies, whole school celebrations and community/school-based events are suspended.</li> </ul>

<b>Lunch</b>	<ul style="list-style-type: none"> <li>• No lunch room or microwave usage for students.</li> <li>• Students will remain in their classroom for lunch.</li> <li>• Milk program will be suspended.</li> <li>• It is important to reinforce in children the policies of no food sharing and no water-bottle sharing.</li> <li>• Please ensure that your child has the necessary utensils to eat their lunch and that they can open their containers.</li> </ul>
<b>Recess</b>	<ul style="list-style-type: none"> <li>• Public health advises that playgrounds and play structures are low risk for transmission. There are no specific requirements for cleaning play structures</li> <li>• Areas on playgrounds are designated for specific cohorts.</li> <li>• Separate recess equipment for each cohort with equipment being cleaned between each recess.</li> <li>• Entry and exits will be managed to avoid congestion (Grade 4-8 use front entrance, Jr. K to grade 3 use north east entrance)</li> <li>• Ensure handwashing or hand hygiene is performed before and after recess</li> <li>• Non-medical masks can be removed during outdoor play to provide a mask-free break.</li> <li>• Students follow physical distancing with support from supervision staff.</li> <li>• Recess may be staggered in order to support less congestion and less group sizes.</li> </ul>
<b>Illness/Isolation room</b>	<ul style="list-style-type: none"> <li>• If your child develops symptoms at school, they will be isolated and parents/caregivers will be called. Please pick your child up promptly. Make sure the school has your current contact information and a back up to call if you can't be reached.</li> <li>• A room in the school has been designated as an isolation room where ill students or staff can be quarantined until they are picked up.</li> <li>• Students will be required to wear a mask when in the isolation room.</li> <li>• Staff members will use appropriate PPE when working with a student in the isolation room.</li> <li>• Parents will have to prepare and plan for emergency care needs if their child becomes ill/sick and is required to be away from school during their illness time.</li> </ul>
<b>Outbreak Management</b>	<ul style="list-style-type: none"> <li>• In the event of the confirmation of a case of COVID-19 connected with a school, public health will lead the response and ensure appropriate supports are in place to coordinate the response. Contact tracing involves identifying the contacts of a positive case and contacting those individuals who may have been exposed. Public health may: <ul style="list-style-type: none"> <li>➤ request records that identify cohorts/groups of staff, students, volunteers and visitors in the school for a specified timeframe</li> <li>➤ contact students, staff and families if they have been in close contact with a confirmed or probable case, and confirm whether they need to self-isolate or self-monitor, and when they can return to school</li> <li>➤ recommend testing following established guidelines to staff, students, volunteers and visitors who may have been exposed to a positive case</li> <li>➤ assess the need for the school to be closed for a period of time</li> </ul> </li> <li>• Schools will clean and disinfect areas where exposures took place. These areas will not be used until they are determined to be safe. School closure would be a last resort and only upon evidence of transmission among multiple cohorts.</li> </ul>

<b>Absenteeism</b>	<ul style="list-style-type: none"> <li>• absenteeism is expected and allowed to accommodate staying home when sick for required to stay home and isolate (students and staff members).</li> <li>• to cover for this absenteeism, schools will utilize staff members when needed to allow for adequate supervision of students and classrooms.</li> <li>• If a student becomes symptomatic, they will immediately be isolated from other staff and students. Staff then will contact parents with a referral to contact Health Links</li> <li>• If a student is away sick, or self-isolating, they will follow the Health Link Guidelines. Medical notes are not required for students who have COVID-19 or flu related symptoms.</li> <li>• A student can return to school once it has been determined that it is safe to do so from public health.</li> <li>• If a student has a positive test, further direction will be provided by public health.</li> <li>• Contact tracing by Public Health will be engaged to coordinate the response using division/school records (attendance, cohorts, etc..).</li> <li>• Involved students and staff members will be informed of possible contact when necessary</li> </ul>
<b>Students with health conditions, equitable access to education for ALL students</b>	<ul style="list-style-type: none"> <li>• Students and families always have a choice with the type of learning that will best meet their needs, especially when it comes to health needs.</li> <li>• Students are expected to engage in remote teacher-led learning unless registered in a home-school program.</li> </ul>
<b>Human Resources - Staff Members</b>	<ul style="list-style-type: none"> <li>• If a staff member is ill, or becomes symptomatic, they should immediately isolate themselves from other staff and students and notify their supervisor. They then contact Health Links and follow their guidelines to stay safe.</li> <li>• If a staff member is away sick, or self-isolating, they will follow the divisional collective agreement and divisional policies. Medical notes are not required for staff who have COVID-19 or flu related symptoms.</li> <li>• A staff member can return to work once it has been determined that it is safe to do so from public health.</li> <li>• If a staff member has a positive test, further direction will be provided by public health.</li> <li>• Contact tracing by Public Health will be engaged to coordinate the response using division/school records (attendance, cohorts, etc..).</li> <li>• Involved students and staff members will be informed of possible contact when necessary.</li> <li>• If a staff member has an immunocompromised health condition, they will inform their direct supervisor so that the next steps can be taken to support that employee.</li> <li>• All staff members are asked to report to work.</li> <li>• Our division will support staff member health needs with PPE.</li> <li>• PPE as noted above will be provided as needed/requested to support health concerns</li> </ul>