

Area of Focus	<u>Level Red – Remote Learning</u>
<b>Participants</b>	<ul style="list-style-type: none"> <li>• All students (k-12) will participate in remote learning, at home. It is the expectation of the Province of Manitoba that all students must engage in learning. *Exception of Kindergarten to Grade 6 students of essential workers, who may still attend school.</li> <li>• No community use of the school will be permitted at this time.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Expectations and information will be communicated to families via a variety of formats (phone calls, website, Facebook, Apps such as Seesaw / Remind).</li> <li>• Any provincial documents pertaining to education will be posted on the division and school website.</li> <li>• Parents of students in grades 7 to 12 will have access to their child’s academic information via the parent portal.</li> </ul>
<b>Transition to Remote Learning</b>	<ul style="list-style-type: none"> <li>• Each classroom teacher will take the time to introduce remote learning expectations, rules, and routines. Teachers will continue to remind students about the new expectations and will reinforce these expectations frequently.</li> </ul>
<b>Timetables</b>	<ul style="list-style-type: none"> <li>• Students from grades 9-12 will continue to engage in learning from all core classes / courses that they were enrolled in prior to the start of remote learning. Some elective courses (shops, visual art, band, PE) will not be taught as per the regular schedule – assignments / projects will still be assigned and teachers will communicate individually with students.</li> </ul>
<b>Arrival/Dismissal</b>	<p><u>Transportation</u></p> <ul style="list-style-type: none"> <li>• School buses will not be operating.</li> <li>• Children of critical workers will have to drive their children to school.</li> </ul> <p><u>Entering / Exiting School</u></p> <ul style="list-style-type: none"> <li>• The school will be open for children of critical workers at 8:45am.</li> <li>• Students will be required to enter and exit the school via the main (southwest) entrance. Students will enter the school one at a time, and will be required to physically distance (as indicated by the tape lines) while they are waiting in line outside of the school.</li> <li>• A teacher will supervise the main entrances to ensure physical distancing is occurring.</li> <li>• Upon entering and exiting the school, students will be required to sanitize their hands.</li> <li>• Students will be required to proceed directly to their classroom.</li> <li>• Students must sign out of the school when they leave for lunch or spares.</li> </ul>
<b>Movement of Students</b>	<ul style="list-style-type: none"> <li>• Students will remain in their homeroom classroom.</li> <li>• If leaving the classroom (to go to the bathroom, etc.) students must take the most direct route.</li> <li>• Movement of students during class time will be limited, so as to reduce the amount of traffic in the hallways.</li> </ul>
<b>Classroom Configuration</b>	<ul style="list-style-type: none"> <li>• Students will be split into the following cohort groups: <ul style="list-style-type: none"> <li>○ Kindergarten to Grade 2 (classrooms)</li> <li>○ Grades 3 to 6 (GYM)</li> </ul> </li> <li>• No more than 30 students will be permitted in the school</li> <li>• Each cohort group will be assigned separate bathrooms and entrances (for use during the school day), as follows: <ul style="list-style-type: none"> <li>○ Kindergarten to Grade 2 (Kindergarten bathroom, elementary bathrooms, northeast door)</li> <li>○ Grades 3 to 6 (GYM washrooms, northwest entrance door)</li> </ul> </li> <li>• Students will be seated a minimum of 2m apart, at all times.</li> </ul>

	<ul style="list-style-type: none"> <li>• Students will be seated at a desk.</li> <li>• Seating plans will be put into place.</li> <li>• Teachers may opt to mark the classroom floors, particularly for younger students, in order to provide a visual of the physical distancing requirements.</li> </ul>
<b>Instruction</b>	<ul style="list-style-type: none"> <li>• Focus will be on literacy and numeracy, with some emphasis on the other core subjects (science and social studies).</li> <li>• Teachers will teach online to all students, including those attending school in-person. Students at school will be assigned a laptop and must bring their own earbuds.</li> </ul>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• Classroom teachers may opt, where possible, to use online teaching / learning platforms, such as TEAMS.</li> <li>• If remote learning is required, the division will provide students with access to technology, in order to access their learning outcomes.</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>• The division will do its best to support students and families in accessing the internet with support in various ways that would support as many students as possible (portable internet repeaters, access to service, internet access sticks, etc.).</li> <li>• Those families who are unable to connect digitally will be provided work in a take-home package format, and teachers will connect with those students via phone.</li> </ul>
<b>Assessment and Reporting</b>	<ul style="list-style-type: none"> <li>• Key learning assessments will be completed by teachers for all students.</li> <li>• Provincial assessments and division assessments will be cancelled for early and middle years.</li> <li>• High school exams may occur.</li> <li>• Regular school / division reporting periods will still occur as scheduled.</li> <li>• Both informal and formal assessment for all students will take place. Provincial guidelines, as indicated on the provincial report card format, will be followed.</li> <li>• Students will be expected to participate in all assessments.</li> <li>• Reporting to parents on the parent portal will be available for students in grades 7 to 12.</li> </ul>
<b>School Supplies and Personal Belongings</b>	<ul style="list-style-type: none"> <li>• Students will not be issued lockers.</li> <li>• Students will be required to keep their belongings in their backpack and hung on the back of their chair. Students are asked to bring only essential supplies needed for school.</li> <li>• Supplies will not be shared between students.</li> </ul>
<b>Gym</b>	<ul style="list-style-type: none"> <li>• Physical Education classes will be not held. Recess periods will be extended in both the morning and afternoon.</li> </ul>
<b>Recess</b>	<ul style="list-style-type: none"> <li>• During recess students will be required to physically distance. This will be monitored and reinforced by the recess supervisors.</li> <li>• Each cohort group will have a dedicated bucket of equipment. Any equipment that is used must be sanitized between each use.</li> </ul>
<b>Library</b>	<ul style="list-style-type: none"> <li>• The library will be closed for general use by staff and students.</li> <li>• The librarian will make arrangements with teachers about library books for take-home reading, as follows: <ul style="list-style-type: none"> <li>○ Classes will be brought a “bucket” of books each week.</li> <li>○ Teachers will determine how to sign-out books to each student.</li> <li>○ When the bucket of books is returned to the librarian each book will be sanitized.</li> </ul> </li> </ul>
<b>Nutrition</b>	<ul style="list-style-type: none"> <li>• The regular breakfast program will be suspended. Each classroom will be provided with pre-packed items (granola bars, cereal bars, etc.) which will be available for students, upon request.</li> <li>• All students will eat lunch in their cohort group location (classroom or GYM). Educational assistants will supervise the lunch rooms.</li> </ul>

	<ul style="list-style-type: none"> <li>• Microwaves will not be available for use by students.</li> <li>• Students are asked to bring food items are easy to open themselves, as supervisors will have to sanitize their hands between touching each item.</li> <li>• The current milk program will be suspended.</li> <li>• It is suggested that students living in town go home for lunch, if possible.</li> </ul>
<p><b>Common Area/Canteen</b></p>	<ul style="list-style-type: none"> <li>• No canteens will be available, nor will any hot lunches will be served.</li> <li>• There will not be any common areas. Students will be required to stay in their cohort’s designated areas.</li> </ul>
<p><b>Student &amp; Staff Well-Being</b></p>	<p><b><u>Physical Well-Being</u></b></p> <ul style="list-style-type: none"> <li>• Staff will teach rules, routines, and expectations to all students prior to the start of remote learning, if given advance notice.</li> <li>• Parents are asked to monitor their child’s well-being. If your child is sick, please keep them, and any siblings, at home and notify the school.</li> <li>• Any child who develops an onset of symptoms of COVID-19 during the school day will be sent to the designated isolation room. Parents will be called to pick up their child, and any siblings, and must be available to get their children immediately. A supervisor will monitor your child while they wait to be picked up. The supervisor will be required to wear a gown, visor, face mask, and gloves. Your child may also be required to wear a mask.</li> <li>• Staff members will self-monitor. Any staff member experiencing symptoms will be asked to stay home and report their absence to the principal.</li> <li>• Students and staff who have been ill may return to school once it is deemed safe to do so from public health.</li> <li>• If a child or staff member has seasonal allergies or asthma, individual discussions will take place between the parent / staff member and principal, in order to determine how to proceed.</li> <li>• Masks are mandatory for all students in grades 4 to 6, and are highly recommended for all students.</li> <li>• Masks are mandatory for all staff members.</li> <li>• The school will communicate with the community health team for support and information</li> <li>• <b>If an outbreak occurs, the school will cooperate with public health who will determine the next steps.</b></li> </ul> <p><b><u>Mental Well-Being</u></b></p> <ul style="list-style-type: none"> <li>• Mental health of all students is a top priority. Teachers will continually monitor their students and inform the parents if they notice any signs of mental health concerns. The school division social worker will continue to be available, by referral, to meet individually with students.</li> </ul> <p><b><u>Mental Health Supports:</u></b></p> <p><u>Virtual Therapy - <a href="https://www.gov.mb.ca/covid19/bewell/virtualtherapy.html">https://www.gov.mb.ca/covid19/bewell/virtualtherapy.html</a></u></p> <p><u>AbilitiCBT App - <a href="https://manitoba.abiliticbt.com/home">https://manitoba.abiliticbt.com/home</a></u></p> <p><u>Mental Health Website - <a href="https://www.gov.mb.ca/covid19/bewell/index.html">https://www.gov.mb.ca/covid19/bewell/index.html</a></u></p> <p><u>Crisis Hotline - <a href="https://www.gov.mb.ca/health/mh/crisis.html">https://www.gov.mb.ca/health/mh/crisis.html</a></u></p> <p><u>WHO – Healthy at Home - <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></u></p>
	<ul style="list-style-type: none"> <li>• Absenteeism is expected for staying home when sick or self-isolating (students and staff members).</li> </ul>

<p><b>Absenteeism (staff and students)</b></p> <p><b>Outbreak Management</b></p>	<ul style="list-style-type: none"> <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 should immediately isolate themselves from other staff and students and notify their teacher. They 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. -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> <ul style="list-style-type: none"> <li>• <b>Outbreak Management – if a confirmed case(s) /outbreak occurs, the division will cooperate with Public health who will determine next steps.</b></li> <li>• <b>Public Health is responsible for Outbreak Management and will determine if and when a school is closed or what actions are required by divisions and schools.</b></li> <li>• <b>Public Health will also be responsible for contact tracing and communicating with families of any infections or contacts along with what precautions and next steps to take.</b></li> </ul>
<p><b>Human Resources – Staff Members</b></p> <p><b>Staff members with health concerns</b></p>	<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.</li> <li>• 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>• <b>Outbreak Management – if a confirmed case(s) /outbreak occurs, the division will cooperate with Public health who will determine next steps.</b></li> </ul> <ul style="list-style-type: none"> <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>

<p><b>Cleaning / Sanitization</b></p>	<ul style="list-style-type: none"> <li>• Students use appropriate cough / sneeze etiquette.</li> <li>• Hygiene Practices - Handwashing with soap and water for at least 20 seconds is the recommended hand hygiene practice. <ul style="list-style-type: none"> <li>○ Staff and students must engage in frequent hand hygiene, including at the following times: <ul style="list-style-type: none"> <li>○ The start of the day and before going home (entering &amp; exiting school)</li> <li>○ Before and after recess</li> <li>○ After going to the washroom and helping children with washroom routines</li> <li>○ After a diaper change (both children and staff)</li> <li>○ Before and after preparing food</li> <li>○ Before eating or drinking</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>○ After soothing a crying child</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> </li> <li>• School staff will help young children to ensure handwashing is done correctly</li> <li>• The custodial staff will follow a strict cleaning regimen every day, in order to ensure appropriate cleaning / sanitization policies are being followed. Cleaning will occur continuously throughout the day.</li> <li>• Signage will be posted throughout the school as a reminder of appropriate sneeze / cough etiquette, and COVID-19 guidelines.</li> <li>• The use of manipulatives / toys / learning tools that are not easy to clean will not be permitted.</li> <li>• Water fountains will be disabled – students should bring a water bottle (the water bottle fill stations will be available).</li> <li>• Teachers and educational assistants will help clean as time permits.</li> <li>• A plexi-glass barrier is installed in the office area.</li> </ul>
<p><b>Ventilation</b></p>	<ul style="list-style-type: none"> <li>• Ventilation - There is less likelihood of transmission in well ventilated environments.</li> <li>• Consider the following strategies: <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).</li> <li>○ Do not prop open fire doors to increase ventilation or to reduce exposure to frequently touched door handles.</li> </ul> </li> </ul>

