

École West Park School – School Re-Opening Plan, September 2020

Introduction

As we prepare for a return to school that is unprecedented, the health and safety of our students, staff, families and community members is of the utmost importance and top priority in our planning. The decisions we are making are in consultation with and align with direction from Manitoba Public Health, Manitoba Education and Border Land School Division.

This school plan is built upon the guidelines that we are required to follow and provides specifics on the day to day routines and procedures we will follow at West Park. The information from Government and Border Land will not be repeated here, however you can find all of this information on the Border Land School Division website at <https://blsd.ca/>.

It is important that families read and follow the information contained here. We are doing our best to consider many factors but are not above making errors. If you notice something here that does not make sense to you, or you have questions, please feel free to call the school. This will be a year with many changes. Your children will have questions. I believe we do not want to hide information from them but rather explain things in a way that they understand. Remember they do not process or understand things as adults do but they will pick up on your emotions. Although this will not be a regular school year, our hope is to keep things as normal as possible for the children and I believe we will all do our best for the children. We need to work together, adapt to the changes in a way that will support the children, stay positive and model perseverance.

Thank you.

Allan Jones
Principal

Before leaving for school, every time:

- It is best to use the Self-Screen tool at Manitoba Shared Health, <https://sharedhealthmb.ca/covid19/screening-tool/>. In general, be sure you can answer no to:
 - Do you have a new onset of any of the following symptoms: fever/chills cough, sore throat, hoarse voice, shortness of breath, loss of taste or smell, vomiting and/or diarrhea, runny nose, muscle aches, fatigue, pink eye, headache, skin rash, loss of appetite?
 - Have you been in contact with someone that is confirmed to have COVID-19?
- Hand Hygiene – wash and sanitize your hands before leaving your home to come to school.

Getting to school:

Children will still be coming to school by bus, personal vehicles, bikes or walking. Since Bus capacity is being reduced, we are expecting more personal vehicles, bikes and walking to and from school. Please be aware that during drop off and pick up times there will be more children looking for their ride, riding bikes or walking. Please always drive slowly and safely around the school, remember the speed limit is 30km/h and it is illegal to pass a stopped school bus with the stop sign out and red lights flashing. Please allow more time and have more patience for the extra traffic. In order to help with safe traffic flow:

- Remember we do not have a designated bus loop. The busses use 3rd Street NW, in front of the school, for loading and unloading. Try to avoid this area for pick-up and drop off.
- If you need to use 3rd Street, please travel south. This will allow the children to get out of and into vehicles along the sidewalk. For drop off and pick up, please do not park on the East side of 3rd facing North and have your children need to cross the street with added traffic.
- Consider arranging a pick-up location one block from the school to help reduce the traffic along 3rd.
- If your child takes a bus, this year there will be no room for a friend to ask for a ride on the bus to come over after school. Remember there will be very specific seating plans for the bus and masks will be mandatory on the bus.

At school:

School arrival:

- Students are asked to report to their classroom upon arrival. This year students will not be able to spend time in the library, gym or playground before classes begin. Due to this change, please plan to arrive after 8:30. Due to limited space in the entrance ways, students may have to wait outside for their turn to enter. A staff member will help with this.
- Students in rooms 1-6 are asked to enter the school using the South-East Entrance. Students in rooms 7-12 are asked to enter the school using the North-East entrance.
- Hand sanitizer will be set up at each door and students will need to use every time they enter the building. This includes morning arrival and after each recess break.
- Masks: all people in the building are required to wear masks. This means that all students, staff and visitors, including parents, will need to wear a mask as they come into the building. One non-medical mask will be supplied to each student on the first day of class.
- Directional markers are in place to indicate which way students can walk in the halls.

Cohorts:

- A cohort is a group of students. Students will be part of two cohorts, and possibly a third.
- At West Park we have always grouped students by homeroom and will continue to do so this year. This is the first cohort.
- At recess the students are being assigned to another cohort. The students will be grouped into the grade 4, 5, 6 or French Immersion. The groups were made this way based on numbers. A cohort can be no larger than 75 students. During the school day, at recess, students will be allowed to play with students from their cohort only. Each cohort will have an area assigned to them on the playground and will have to stay there for the recess. Each group will have a chance to play in each area, one recess at a time.
- The third cohort is a busload of students if they travel by bus.
- The cohorts are required by Public Health for contact tracing should a positive case of COVID-19 be found in the school.

In classrooms:

- There will be a seating plan in all classes that must be followed. Attendance will be taken in each class by seating plan.
- Students will be seated 1m apart when with students from their class. They will be 2m apart if ever with students from another class.
- Recesses, breaks, and dismissal times will be staggered so that only one recess cohort is in the halls at a time.
- All instruction will happen in the homeroom class, except for Phys Ed, which will be outside unless it has to be in the gym due to bad weather. Music instruction will happen and will focus on Music theory and some instruments that are able to be sanitized between use. No recorders will be used. Choir and public performances will not be able to happen. This means we will not be able to have a Christmas Program this year.

Religious Exercises:

- Since religious exercises would bring together students from mixed cohorts, details are being developed for this to happen.

Field Trips:

- At this time no field trips will be planned.

School Pictures:

- Lifetouch will be at the school on September 23. They have strict protocols to follow and there will only be individual pictures taken.

Intramurals:

- There will be no intramural program for now.

Nutrition/Recess breaks:

- Remember we are following the balanced school day this year and there is a nutrition/recess break from 10:30-11:30 and lunch/recess is from 1:00-2:00.
- All students who can go home for lunch, 1:00-2:00, please do so.
- Students must wash their hands/sanitize before eating and before going for recess.
- Food will be eaten in classrooms and must not be shared.
- Microwaves are not available.
- Recess breaks will need to be staggered to get the students out and back in, one cohort group at a time. Recess cohorts are required to be 4.0m apart while outside which is why each cohort will be assigned to a different area on the playground on a rotating basis. The students will need to play in their area for the entire recess and the following recess will be in a different area. A schedule will be shared with the students on the first day.
- There will be limited toys/balls provided for recess as these items are not to shared.

Visitors:

- Visitors and volunteers are allowed, but visits should be minimized.
- Where possible, visits should be scheduled in advance.
- All visitors must follow screening, hygiene protocols, wear a mask and sign-in at the office.
- Use of the school by community members in the evening will not be happening.

If a case of COVID-19 is in West Park:

- In the event of the confirmation of a case of COVID-19 connected with a school, public health will lead the response.
 - List of students in homerooms, recess and bus cohorts as well as attendance records will be shared with Public Health.
 - The above information is required by Public Health to do contact tracing and connect the people who may have been exposed.
- Public health will give direction to the school on what happens.

If your child is sick:

- Your child must stay home, self-isolate and not enter any schools if they
 - Are experience any symptoms suggestive of COVID-19
<https://www.gov.mb.ca/covid19/about/index.html>.
 - Have travelled outside MB in the previous 14 days (to an area excluded by public health orders).
 - Are a close contact of a confirmed case of COVID-19.
 - Are awaiting a COVID-19 test result (excluding a person who tested voluntarily but is asymptomatic).
 - please call the school to let us know.
- If a child becomes ill at school, they will be isolated from others in the building. If they are able, they will be given a medical mask to wear, and parents/guardians will be contacted to come and pick up their child.
- All staff who may be in contact with the child while they are isolated will wear personal protective equipment.

End of day dismissal:

- End of day bus dismissal procedure/times are still be determined. However, the process used should not impact your child's arrival time at home.

Summary: Important changes to note

- Please be sure to have a conversation with your child that everyone will be working hard to have as regular a year as possible but that things are different.
- Please keep your child home if they are ill, even just a little.
- Please stop at the office if you come to the school.
- Masks must be worn by all students, staff and visitors. There may be times when the masks can be removed, and these conversations will happen in the classrooms.
- Wash/sanitize your hands often.
- Students go home for lunch, from 1:00-2:00, if possible.
- Microwave ovens are not available in classrooms.
- There will be no Choir program, and this means we will not be able to have a Christmas Program this year.
- Only touchless refillable water stations will be open. Please bring a water bottle filled from home when possible.
- Enhanced cleaning will occur with high touch areas being cleaned many times throughout the day.