



Golden Gate Middle School's Return to In-Class Learning Plan- September 2020

- The St. James-Assiniboia School Division Plan can be found at
- <https://www.sjasd.ca/Pages/default.aspx#/=>
- As the COVID-19 situation is evolving, ensure to visit up-to date information and resources from the Manitoba Government and SJASD webpage regarding current public health guidance and COVID-19 protocols for schools. <https://manitoba.ca/covid19/restoring/rss-practice-guidance.html> .
- In-class learning will resume for students in SJASD on September 8, 2020.
- School attendance is mandatory for children aged 7 to 18 in Manitoba. All students are expected to participate fully in learning, even when remote learning is required.
- Division level remote learning will be in place for students who have been **medically advised** not to return to in-class learning due to COVID-related risk factors.
- Kindergarten to Grade 8, and students with special needs will be in-class full days, 5 days per week while we are in Level 1.
 - See *In-class learning response level* (see *Welcoming Our Students Back: Restoring Safe Schools* at https://www.gov.mb.ca/asset_library/en/covid/k-12-reopeningplan-stage-2.pdf
- Grade 9 to 12 students will begin attending in-class learning on **alternate days for the first 3 weeks of September**. On September 28th, where two metre physical distancing is possible, students may return to in-class learning every day. This will be decided on a class-by-class basis. During the in-class learning day, students will receive instruction and be assigned tasks to complete for the following day of at-home learning. The goal is for students to return for up to five days per week of in-class instruction, if high schools can effectively timetable and implement physical distancing and the use of cohorts to reduce the risk of transmission and support any needed contact tracing. Priority is placed on ensuring as much in-class learning as possible.
- Classroom settings have been configured to have students sit 1 meter apart. Students will stay in their home base classroom for most of the day, with teachers moving to them. Some specialty classes will have students move while supervised and social distancing. (ie. Phys Ed)
- Grade 6's will return to school the morning of September 8. Grade 7 and 8's will return to school September 9th. All students will need to go to their assigned location for entrance. Please see information below regarding cohort under subject line: **Physical Distancing**.
 - When does school start?
 - **Grade 6 students will start September 8th**
 - **Grade 7 and 8 students will start September 9th.**
- Grade level wings have been established. Grade 6 and 7 students will occupy their own wing on the first floor and the grade 8's will occupy the second floor. Grade 6's will be located in the east wing. Please note the amended homeroom assignments for grade 6 below to accommodate for a grade level wing.
 - 6E1 Homeroom 19 (6-19)



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- 6E2 Homeroom 17 (6-17)
- 6E3 Homeroom 15 (6-15)
- 6E4 Homeroom 13 (6-13)
- The grade 7's will be located in the west wing. Please note the amended homeroom assignments for grade 7 below to accommodate for a grade level wing.
- 7E1 Homeroom 18 (7-18)
- 7E2 Homeroom 16 (7-16)
- 7E3 Homeroom 14 (7-14)

- The grade 8's will be assigned to the second floor. These grade 8 groups will be located in the north wing.
- 8E3 Homeroom 23 (8-23)
- 8E4 Homeroom 21 (8-21)
- These grade 8 academic groups will be assigned to homerooms along the west wing on the second floor.
- 8E1 Homeroom 26 (8-26)
- 8E2 Homeroom 28 (8-28)

- All students will enter and exit the school using the pre-assigned doors that align with their grade level wings. When students arrive at school, they will be required to line up using social distance according to their academic homeroom. Teachers will meet their homeroom students outside and guide them directly to their homerooms. Entrance will be staggered by grade level cohorts. Students will remain in their classes and in their seat as teachers will move to the students.
- A map has been included to illustrate the location for student's entrances /exits along with times. We will stagger the entrances as well as exits for our students at the start and at the end of the day to avoid congestion.
- Staff entrance will be at the back doors in the south-west corner of the school. Sanitation center will be provided for all staff as they enter the school, as well as all student entrances.

Facemasks/Personal Protective Equipment (PPE)

- **Students in grades 4-12 are required to wear a facemask when physical distancing is not possible and while in common areas in the school setting** (unless there are medical issues or required accommodations that prevent the student from wearing a mask).
<https://manitoba.ca/covid19/updates/prepareandprevent.html>
- All SJASD students in grades 5-12 will be provided with two reusable facemasks at no cost.
- Mask pick up will take place at our main front entrance using these set times: (See next page for class listings included in each cohort)
 - Cohort 1 September 1st 9:00-11:30 am
 - Cohort 2 September 1st 1:00-3:30 pm
 - Cohort 3 September 2nd 9:00-12:00 pm



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- Cohort 4 September 2nd 1:00-3:30 pm
- Cohort 5 September 3rd 9:00-11:30 am
- Cohort 6 September 3rd 1:00-3:30 pm

- Students in other grades are required to wear non-medical face masks when physical distancing is not possible and while in common areas in the school setting (unless there are medical issues or required accommodations that prevent the student from wearing a mask).
- Face masks are to be brought to school daily and worn upon entry, during times of transition and movement within the school in common spaces such as hallways, the library, office spaces and when social distancing 1 metre within their own classroom cohort is not possible.
- It is required that all SJASD staff wear a mask or face shield when physical distancing is not possible and while in common areas in the school setting.
- As the public health situation evolves, this may change. Please see link below
 - <https://www.canada.ca/en/public-health/services/video/covid-19-wear-non-medical-mask-face-covering-properly.html> for mask wearing information.

Bus Transportation

- **For the month of September 2020, SJASD will transport eligible bus students from the Headingley and Brooklands areas. Students with exceptional needs will also be bused.**
- **All school bus passengers in Grade 5 and over, as well as the driver, are required to wear a non-medical mask** (unless there are medical issues or required accommodations that prevent the student from wearing a mask). These should be put on before getting on the bus and taken off after exiting the bus if removal is appropriate for the setting. Students in lower grades may also wear non-medical masks. Guidelines on how to wear a mask can be found at www.gov.mb.ca/covid19/prepareandprevent/index.html.
 - For additional transportation information see <https://www.edu.gov.mb.ca/k12/covid/docs/transportation.pdf>
- If a student forgets a facemask, a limited supply of disposable facemasks will be available on the bus. Please ensure students have their personal mask each day.
- For the short term, parents are encouraged to transport their own children.
- To plan for our busing capacity increase in October 2020, a short electronic survey will be sent to all SJASD families and child care centers that have eligible bus students. The survey is to confirm if you wish your child to be transported on the bus.
- Schools will be implementing protocols and practices to ensure that entry and exit from the school are managed to avoid congestion.
- If your child is riding the bus (except Special Needs), they will need to enter the school door assigned to them as their entrance and exit from school. This will be where their class enters and exits. More information below about the assigned doors.



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Symptom Screening

- Screen for symptoms every morning. If your child has COVID-19 or flu related symptoms, keep them at home.
- An up-to-date list of symptoms can be found at: <https://manitoba.ca/covid19/updates/about.html>
- Use the Self-Assessment tool to check if your child should be tested for COVID-19. Call Health Links at 204-788-8200 or 1-888-315-9257 if you notice symptoms or if you need more information.
- School staff may support screening at school in cases where the student did not self-screen at home.
- Screening protocols are in place for people entering schools.
- **All visitors (e.g.: parents/caregivers, divisional staff) are required to wear a mask upon entering the building.**

Individuals with Symptoms

- If symptoms develop while at school, the student will be isolated or kept 2 metres in distance away from others. A space will be designated in the school.
- The student will be provided with a medical facemask (unless there are safety issues that prevent that person from wearing a mask).
- Parents and/or caregivers will be notified to come pick up their child immediately. **Make sure the school has your current contact information and a back up to call in case you can not be reached.**
- Students with symptoms are advised to immediately isolate and consult Health Links – Info Santé or their health-care provider. Those with symptoms should be tested.
- If the test is negative for COVID-19, they can return 24 hours after symptoms resolve. If individuals do not get tested, they should isolate for 14 days from symptom onset, and they may return if symptoms have resolved at that time.
- A chronic stable cough, sneeze, runny nose or nasal congestion that is unchanged and clearly linked to a known medical condition such as asthma or allergies, is not an absolute requirement for exclusion. As well, children who are crying can exhibit a runny nose. Changing or worsening of chronic symptoms require isolation and contacting Health Links – Info Santé. Staff will exercise judgment based on the symptoms, but when in doubt, err on the side of caution by isolating the child and advising the parent or caregiver to contact Health Links – Info Santé or their health-care provider.
- In the event of confirmation of a case of COVID-19 connected with a class, public health will lead the response and provide guidance, including ensuring appropriate supports are in place to coordinate the response. Public health will advise staff and students if they have been in close contact if they need to self-isolate or self monitor and when they can return to school.
- Decisions about school closures will be made on a case-by-case basis with public health leading the response and providing guidance, including ensuring appropriate supports are in place to coordinate the response.



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Hand Hygiene

- Hand Sanitizer and hand cleaning solutions will be available at access points throughout the school and in classrooms.
 - Staff and students will clean their hands frequently at the following times:
- at the start of the day and before going home
 - after going to the washroom
 - before preparing food
 - before and after eating
 - after getting hands dirty
 - after wiping noses or handling dirty tissues
 - after coughing, sneezing, or blowing nose
 - before and after putting on and taking off a mask
 - after cleaning tasks (staff)
- Commonly touched surfaces, including desks will be disinfected at least twice daily.

Physical Distancing

- Two metre physical distancing is required to the greatest extent possible. Signage and floor markings will indicate where lines form and where to stand both inside and outside of the school building.
- It is recommended that learning will take place outdoors as much as possible.
- It is very important to talk with your child about keeping proper physical distance while at school to protect themselves, their classmates, and staff. They cannot be running in the halls or visiting with friends in the hallways. Movement to other learning spaces may be required at times and we need the proper etiquette to be followed
- Students will remain in their classroom, and the teacher will travel to the students for most of the subject areas.
- 2 cohort groups per grade level have been established.
- Boundaries will be set up outside to mark areas for cohorts as designated play areas.
- Classes will be grouped into cohorts. For the most part a cohort is limited to a classroom. A Cohort will include students in the following classrooms:
 - **Cohort 1 – 6E1 & 6E2**
 - **Cohort 2 – 6E3 & 6E4**
 - **Cohort 3 – 7E1 & 7E2**
 - **Cohort 4 – 7E3**
 - **Cohort 5 – 8E1 & 8E2**
 - **Cohort 6 – 8E3 & 8E4**



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Cohorts

- Cohorts will spend much of their day together including lunch and entrance/exit times.
- **Teachers will meet students at their designated entrance and walk them out of the school at the end of the day.** Non homeroom teachers will be outside greeting students and ensuring physical distancing. Support Services (i.e. EA's) will also assist with supervision.
- **Students will enter and exit the building through the following doors:**
 - Cohort 1 and 2 will enter/exit from the back of the school using the doors for the grade 6 hallway.
 - Cohort 3 and 4 students will enter/exit the building through the doors for the grade 7 hallway.
 - Cohort 5 students will enter/exit the building through main doors from the back tarmac.
 - Cohort 6 students will enter/exit the building from the back doors off the back tarmac. (at the end of the windows of main hallway)
 - A map has been included to provide a visual representation of student entrances/exits.
 - Staff members will enter the building through the back doors of the south-west corner of the building. (off the basketball court)
- **Cohorts will enter the building at the following times:**
 - Cohort 1, 3 and 5 at 8:50 a.m.
 - Cohort 2, 4 and 6 at 8:55 a.m.
- **End of day dismissal will be as follows:**
 - Cohort 1, 3 and 5 at 3:38 p.m.
 - Cohort 2, 4 and 6 at 3:43 p.m.
- Doors will be locked during school hours. Any visitors or students arriving late will have to ring the bell outside the front doors of the school using the Video Intercom to gain access to the building. **Visitors and late students will be asked to sign in. Teachers will be notified by the office that a student has arrived late.** If your child will be arriving at school late after their designated entrance time, please contact the office to report the late at 204-837-5808.
- Cohorts involve keeping groups of students (e.g. classes) together and avoiding interactions with other groups. Physical distancing within the cohort is required to the greatest extent possible. Students within a cohort will have desks arranged 1 metre apart.
- Whenever possible, students and staff will remain together with the same cohort throughout the day, including lunch breaks and recess.
- Schedules and transitions will be staggered to reduce mixing cohorts in shared spaces (such as hallways and the gym).
- The movement of cohorts will be minimized when possible. In the early years and middle years, teachers and staff will move between classrooms instead of students.
- Daily records will include names of students, staff and visitors who were in contact with each cohort.



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- At Golden Gate students will remain in their homerooms for much of the day. Teachers will be moving to homerooms for instruction, with the exception of PE, Band, Art, and PA. Teachers will guide their students respecting social distance when they walk to them to these subject areas.
- Students will continue to participate in Physical Education outdoors as much as possible.
- Students will remain in their cohorts for the lunch program if they are remaining at school for lunch.
- Lunch attendance will be taken daily at the start of the day as part of our morning procedures.

Drop-off Traffic at Schools

- Due to the anticipated higher traffic at drop-off and pick-up at schools, schools will determine additional designated areas for vehicles to safely drop-off and pick-up students.
- A map has been provided to illustrate drop off and pick up zones for students. Please note when making your arrangements with your child that all students will exit from the back of the school building, and their dismissal time.

Shared/Common Spaces

- Entrances and Exits will be assigned to student groups (e.g. cohorts, grade levels, student names) to a maximum of 75 students per entry/ exit time.
- If cohorts are together in a larger space, **4 metres of distance** will be maintained between each cohort. Cohorts of 75 in common areas (e.g.: allowing 3 classroom cohorts sharing an outdoor play area) will be considered in the future. At this time, class cohorts will remain 4 metres apart.
- Washrooms will be disinfected regularly. Washroom access will be staggered to the greatest extent possible. As we have grade level wings, we will have the grade 6 and 7 students access the bathrooms on the first floor; students in grade 8 will have access to the bathrooms on the second floor. For tracking purposes students will have to sign out of class with their own pen or pencil and mark the time they are leaving. Only one child will be permitted to go to the washroom when necessary.
- Hand sanitization stations will be located outside of each washroom for students to use prior to entry and exit of the washrooms. The use of masks will be highly encouraged in these areas.
- Water fountains are closed. Students are to bring personal non-squirt water bottles to school each day. Bottle refilling stations can be found on the main level of the school next to the gym. Please be sure to wash your reusable water bottle daily at home and to refrain from filling your bottle in the washrooms.
- School Library: School libraries will be closed for the first two 6-day cycles in September. Once school libraries are open, students will be visiting the library to pick up books and return to their classrooms
- Cafeteria and Microwave access: Our cafeteria will be closed for the month of September and possibly longer as students will be eating in their classrooms. Please note that there will be no microwaves available for student use. If students prefer a warm lunch, a thermos is a good alternative. The cafeteria may be repurposed as a common area if required.



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- Lockers: Students will not have access to a locker for the month of September and possibly longer. Grade 6's will be provided with lockers first to help them adjust to the middle school setting. All other grades will follow when possible. Students are asked to carry the essentials for each day in a backpack that will be kept in their homeroom throughout the day. Please be sure that your child has a binder with paper, dividers, a pencil case with writing materials and essentials, their lunch, a water bottle and clothing to support time outdoors. More specific items will be requested by your child's teachers as the days continue. Locker assignments will also social distance respecting the assigned academic section and cohort. There will be no sharing of lockers and all students will be required to only have their supplies in their locker.

Gym/ Music

- Physical education will continue with necessary modifications for physical distancing. When possible, it is likely that this will occur outside. Physical Education will be outdoors weather permitting. Equipment will be cleaned after a cohort/class uses it. Students will not be changing in September but should have gym runners and deodorant with them to use after class.
- Students need to come to school dressed appropriately for going outside. During inclement weather, teachers will ensure that there is physical distancing or classes will do theory and/or health alternating with activity.
- Classroom teachers will also ensure that additional physical movement and outdoor breaks occur to support the overall wellness of our students during this time of limited options within our daily schedules.
- Classes will be scheduled by homerooms and students will only ever combine with their designated cohort groupings when needed.
- SJASD schools will pause school sports for September 2020 (or until further notice).
- SJASD will revisit the resumption of individual school sports teams at the end of September. For the resumption of league play to occur, the governing sports organizations must have received return to play approval from public health. See Manitoba's Restoring Safe Services Sports Guidelines.
 - <https://www.gov.mb.ca/covid19/restoring/sports-guidelines.html>
- **Middle Years:** Choir will be put on pause for the month of September. Choir which is offered on a pull-out basis during the school day will require choir students to remain in their regularly scheduled classes. The Band teacher will continue to have the opportunity to connect with her students at their regularly scheduled band time. The focus will be on exploring music education, and course theory. Our band teacher, Mrs. Crisp will be sending to all band students an outline of what to expect from the band program at the start of the year. Jazz Band, which we offer as a before school program, will be put on pause until further notice. Art students will require their own Art kit, and there will be no sharing of supplies. Students must label their art supplies.
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- Due to cohort guidelines, SJASD will pause divisional musical arts programming. At this time, we are limiting the mixing of students from multiple schools to maintain best practices for cohorts. In consultation with public health and when safe to do so, SJASD divisional programs may resume.
- Schools must ensure that they follow Manitoba's *Guidelines for Vocalists and Instrumentalists*.
 - <https://www.gov.mb.ca/covid19/restoring/music-guidelines.html>

School Schedules/ Courses

- Core curriculum and required courses will be prioritized for the return to in-class learning. Electives may be limited in some schools to accommodate physical distancing and scheduling.
- **Middle Years:** All Practical Arts teachers will be focusing on healthy relationships and connections within their PA groups and provide instruction on mental health strategies from Project 11. Practical Arts teachers will continue to connect with their students in their homerooms /and or a common space if required. This will provide the students with a time to connect with their teachers. Students within a cohort may also have options (i.e. Band and Art) and PA.
- We will encourage all teachers to use our outdoor space to our advantage while weather is nice in getting fresh air, movement breaks, and the use of our outdoor classrooms.

Lunch Breaks (and Recess)

- Lunch breaks will be staggered throughout the day, and whenever possible children will be kept together with their class or cohort during these breaks.
- Schools will encourage non-bussed children to go home for lunch if possible.
- All Golden Gate students are encouraged to go home for lunch when possible to help reduce numbers and possible congestion in common spaces. Students exiting the building for lunch will be able to do so at 11:42 am and return between 12:35 and 12:40 pm using their designated doorways.
- Students who participate in the lunch program must sign the Lunch Program Form demonstrating an understanding of the lunch hour expectations. For those that stay for the lunch hour program as they are unable to go home, below is important information as to the operation of our program.
- In managing numbers and our cohorts both inside and outside during the lunch hour, half a grade level cohort will be eating inside while the other half is outside; and then they will switch.
- Students will be required to eat in their classroom during their assigned class and time.
- Students who do not respect the assigned lunch time or their designated shared outdoor space will be required to make arrangements to go home for lunch.
- Students who arrive early will be expected to remain outside until the entry time for their cohort.
- We would expect any student remaining for lunch, to understand and respect the changes as their cooperation is important to the program, and their continued involvement in the program.
- We will only have half of our school population outside at any time during the lunch hour.



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- Students who will be staying at school will be eating in their classrooms. There will be no sharing of food. To minimize congestion in the playground, students will be eating during the following times:
 - Cohort 1, 3, and 5 students 11:45 a.m. – 12:10 p.m.
 - Cohort 2, 4 and 6 students 12:15 p.m. – 12: 40 p.m.
- Cohorts will be separated into designated areas of the field away from other grades.
- We will not be offering our Wake Up Golden Gate Breakfast program during the month of September and will revisit our program at a later date.

Learning materials

- Students will not use shared supplies. As stated above, all students are asked to carry the essentials for each day in a backpack that will be kept in their homeroom throughout the day. Please be sure that your child has a binder with paper, subject dividers, a pencil case with writing materials and essentials, their lunch, a non-squirt water bottle and clothing to support time outdoors. More specific items may be requested by your child's teachers as the days continue.
- We ask that all personal items are left at home.
- All students should label their school supplies and have their necessary school supplies ready with them beginning with the first day.
- Public health advises that playgrounds and play structures are low risk for transmission. Outdoor activities are encouraged, and outdoor spaces and playground structures can be used. Golden Gate will continue to encourage students to physically distance and that students maintain their cohorts while they are on the playground. Separate containers of equipment will be maintained for each cohort and equipment will be cleaned between periods. There will be some equipment available for students to use during their outdoor time however they must use it only with their cohort group at this time until further notice
- Separate containers of equipment will be maintained for each class or cohort and equipment will be cleaned between recess periods.
- Zones will be marked to manage group sizes and avoid contact among groups.
- Contact sports and games, or the use of shared equipment is strongly discouraged.

Cleaning

- Cleaning schedules and protocols will be implemented as per Maintenance direction.
- Commonly touched surfaces will be disinfected frequently by custodial tasks, at least twice daily. Daily cleaning logs will be kept in all division buildings.
- Ample hand cleaning supplies will be available at all sinks in washroom and kitchen areas.
- Custodial staff will be responsible for cleaning and disinfecting at the school.



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Visitors and Volunteers

- Schools will minimize visitors and volunteers at school facilities. When their presence is necessary, visitors and volunteers must first self-screen for COVID-19 symptoms and adhere to physical distancing and hygiene practices in place for students and staff.
- **All visitors (e.g., parents/caregivers) are required to wear a mask upon entry into the school.**
- **Schools are required to keep a log of all visitors including location in school, entry and exit time.**
- Community use of schools will be suspended, with the exception of childcare centres operating in schools.
- Schools will postpone any in-school meetings of Parent Councils/Advisory groups (e.g.: AGM) until after September 30, or until further notice.
- Any other meetings (e.g.: Parents/caregivers with school staff) are to be scheduled using online communication, video, telephone where possible, rather than in person.
- Information about Parent Advisory Council AGM will be sent out in mid September.
- We only have one student school phone for your child to access if required at lunch or dismissal time. It needs to be cleaned after each use and we cannot have line ups at lunch break and dismissal time. Please make after school plans and meeting locations in the morning before your child enters the school through their assigned door. Students must socially distance with others including when meeting their friends while on school property

Mental Health and Well-Being

- Each school will prioritize mental health literacy through the focused use of effective mental health strategies in the school environment to help create the conditions for student success and well-being.
- PA teachers will be teaching initially Project 11 (mental health).
- Our specialty area teachers have received professional development training in Project 11, in addition to our Guidance Counsellor and Phys Ed. Teachers.
- Project 11 has been incorporated into our GATORAID Schedule for schoolwide implementation.

Recovery Learning

- Recovery learning is the focus for all Professional Development throughout the 2020/21 school year. Teachers will identify learning needs in a coordinated, collaborative, and intentional way so that accelerated learning can occur. Staff will assess each student's unique starting points and plan responsively. School teams will work collaboratively to analyse and respond to student learning data. Instructional planning and strategies will be based on student's unique academic strengths and next steps required for success.
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- Teachers will be focussing on where students are at and developing learning plans that help students who missed the benefit of in-person instruction and challenge those students who thrived on remote learning. Teachers will continue to provide adaptations to students as needed.
- As the year progresses teachers will focus on the essential skills students need to progress academically and the social skills, they need to be respectful, responsible citizens.

Drop off and Pick up– please be patient when dropping off and picking up your child. We want to ensure the safety of every one of our students during these times.

Please hand in your completed Lunch Program Form when picking up the mask or complete it at that time. This is helpful in determining student numbers for our lunch program, and supervision.

Please visit us on our website at for updated information:

<https://www.sjasd.ca/school/goldengate/Pages/default.aspx#/=>

We will have regular communication with any updates of our school plan. Emails will be sent out using School Messenger to provide any new information to our Return to School Plan as well as general communication as a School e-Newsletter.

We realize that our student's experience as for the upcoming year will be much different than any other year. There will be different routines and protocols that we need to follow this year to make sure that students and staff remain safe and healthy. If you have questions, feel free to contact the school through email or phone. We are all learning throughout this unique time and will continue to adjust our procedures as directed by Manitoba Health. We are confident that as time progresses and our current reality continues to evolve, we will provide your child with the positive, supportive, and responsive culture they have come to know at Golden Gate Middle School. We look forward to having our students back at school. We thank you in advance for your support.

Take care and stay healthy

D. Kalynchuk

Principal

J. Matthewman

Vice-Principal