



Crestview 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/school/crestview>. 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
- Students will have designated areas to enter and exit the school building to ensure physical distancing is adhered to.
- **Ms Millard in grade 3/4 room 18 has moved her class to room 16 upstairs.**
- **Ms Choboter grade 3 room 19 has moved her class to room 5 on the main floor.**
- Crestview School hours have not changed, however, to accommodate social distancing protocol we will be staggering student entry **beginning at 8:45 am and dismissal beginning at 3:35 pm. More information will be shared the first week of September as our plans are finalized.**
- We are continuing our close partnership with the director and staff of Crestview School Children's Center. We are meeting regularly and communicating school division and our school plans to safely coexist in our shared spaces.
- Additional information regarding Crestview's return to school plan will be shared as new updates occur. Please check our website regularly: <https://www.sjasd.ca/school/crestview>

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 4-12 will be provided with two reusable facemasks at no cost.
- In scenarios where classrooms are **multi-grade classrooms** (grade 3/4 room 16, grade 4/5-rooms 13, 14 and 15), **masks will be provided for the whole class.**
- Students in these grades/classrooms will receive face masks prior to the start of school. This is to accommodate families who wish to pick up facemasks before school starts.



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- Crestview will be distributing masks to students in Grade 3/4, 4/5 on the first day of school – Tuesday, September 8, 2020. If parents would like to pick up their child's mask prior to September 8th:
***Masks for students in rooms 16, 13, 14, and 15 can be picked up at the front entrance of Crestview School on:**
Wednesday, August 26th between 1:00 p.m. and 3:00 p.m.
Thursday, August 27th between 10:00 a.m. and 1:00 p.m.
Please note that only parents will be permitted to pick up the masks and you must be wearing a mask to enter the building, keeping in mind social distancing procedures.
- Students in other grades are recommended 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).
- 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.
- It is recommended that families practice and review how to properly wear masks prior to school opening on Tuesday, September 8th.
- Students will be instructed to wear their masks in the hallways and when using the washrooms.
- Crestview students in our **multi-grade classrooms, grades 3/4 and 4/5** are required to have two cloth masks each day to change their masks if one becomes soiled.
- It is recommended that masks be washed at home each day to ensure that safe practices continue for the next day.
- It is advisable to store your child's masks in clean plastic bags or a clean reusable container.
- As the public health situation evolves, this may change. Please see <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.**
- Currently transportation plans are being reviewed and you will receive a phone call from Crestview School if bus service resumes before October 1. Thank you for your patience and understanding as the school division continues to plan for the safe transportation of our students to school.
- **All school bus passengers in Grade 4 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>



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- 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 childcare 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.
- Currently transportation plans are being reviewed and you will receive a phone call from Crestview School if bus service for eligible riders resumes before October 1. Thank you for your patience and understanding as the school division continues to plan for the safe transportation of our students to school.

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



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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.

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. Some classes, including Phys. Ed., will be conducted outside as much as possible and weather permitting. Please make sure that your children are dressed appropriately for outdoor learning each day.



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Cohorts

- 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 (their classroom) 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 playground).
- 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.
- Inside the school and on the playground, each homeroom is designated as a cohort at this time. Classes will be assigned specific entry, exit and outdoor recess areas. Children will be with their homerooms all day until further notice.

Homerooms	Designated Entrance / Exit
K1 and K2	West entrance door by outdoor classroom
Gr.1-8, Gr.1-10,	Front Door
Gr. 2-21, Gr. 2-23, Gr. 3 room 5 (Ms Choboter)	West entrance door by outdoor classroom
Gr 4/5 rooms 13, 14 and 15	West entrance door on the tarmac by the play structure
Gr 3/4 Ms Millard room 16	South west gym door entrance off the tarmac Beside the recycling box.

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.
- Parents who are driving their children to school are encouraged to drop off and pick up their children at the parking lot at Assiniboia West Community Center on Morgan Crescent. Please enter Morgan Crescent via the entrance to the crescent at the south end to avoid traffic in front of Crestview School.
- Parking your car on a nearby street and walking your child to the west field of the school is encouraged. This will minimize the number of vehicles and people on Morgan Crescent at the front of the school.
- Designated areas for homerooms on the Crestview School field and tarmac will be determined and will be shared with families the week of Sept. 2-4 so that social distancing can occur for students and families at drop off and pick up times.
- Parents and caregivers are asked to physically social distance themselves as the students assemble at their assigned classroom areas on the tarmac and field during entry and dismissal.



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- The staff parking lot is off limits for student drop off and pick up during morning entry and dismissal. **Only Parents of children attending Crestview Children's Center may continue to use their designated pick up and drop off locations in the parking lot.**
- An adult crossing guard will continue to monitor students as they cross at the Cavalier and Ness intersections.
- Patrols along with an adult supervisor will monitor students crossing at the Morgan and Cavalier pedestrian crosswalk. Social distancing will be required as students cross. Parents are encouraged to cross with their children as an added safety measure. We anticipate heavier volumes of traffic in this area.

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. Kindergarten students will use the washrooms in their individual classrooms. Homeroom teachers will inform students which washroom is assigned to their class. We will create a schedule for each class to have access to the washrooms before and after lunch. If students need to use the bathroom throughout the day, they can do so as long as they follow the physical distancing guidelines and protocols.
- Water fountains are closed. Students are to bring personal water bottles to school each day. We will create a schedule for each class to gain access to the bottle fillers at set times during the school day.
- School Library: School libraries will be closed for the first two 6-day cycles in September. Quarantine procedures for all shared books are continuing to be finalized before we may schedule library classes at this time. More information will be shared as soon as the guidelines are set.
- Cafeteria access: Not applicable
- Lockers: Please store your child(ren)'s belongings in a backpack and send essentials for the day such as a water bottle, recess snacks, and a lunch. Students' personal classroom bins storing their jackets, backpacks etc. have been moved from the classrooms into hallways in designated marked zones, following 1 metre physical distancing guidelines.
- Hallways will be marked with tape to indicate safe movement zones. Staff will always be supervising hallway movement.



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Gym/ Music

- Physical education will continue with necessary modifications for physical distancing. When possible, it is likely that this will occur outside. Gym classes will be held outside and physically distanced when classes are held in the gymnasium. Gym equipment will be cleaned/sanitized after each class makes use of it.
- Students will not have the opportunity to change for Phys. Ed classes, so please ensure they are dressed in clothes appropriate for physical activity, including appropriate footwear.
- 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>
- **Early Years:** Music instruction will be paused for the month of September. During this allocated instructional time, students will receive additional numeracy, literacy support and mental health programming. Alternative Arts programming may also be offered.
- 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.
- Our goals will be focused on responsive learning in the areas of strengthening our student literacy and numeracy skills, as well as teaching lessons and activities that focus on safe health practices as well as mental health awareness and positive coping skills to help support our students.

Lunch Breaks (and Recess)

- Lunch and recess breaks will be staggered throughout the day, and whenever possible children will be kept together with their class or cohort during these breaks.
- Not all schools offer cafeteria service, for those who do, all are closed for September 2020.



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- **Schools will encourage non-bused children to go home for lunch if possible. We recommend that your children go home for lunch if you live within walking distance or can pick them up.**
- Schools can continue to offer breakfast, snack and lunch programs with necessary adjustments to ensure health guidelines are in place. **Schools will have no-sharing policies in place.**
- The Crestview Milk Program will be paused for the month of September.
- Students in daycare will be required to eat lunch in their designated lunch spaces. All other students will be eating their lunches in their homeroom classrooms.
- **Kindergarten to Grade 3 students in rooms 1,2,8,10, 5 (Ms Choboter has moved from room 19 to room 5)** will going out for recess for the **first half** of the lunch hour while the students in Grades 3/4 (**Ms Millard has moved from room 18 to room 16**) and gr 4/5 (rooms 13,14, and 15) eat their lunches. Then, the Grades 3/4 and 4/5 students will go outdoors for recess while the Kindergarten to Grade 3 students eat their lunches.

Learning materials

- Students will not use shared supplies. Individual student supplies have been ordered Please ensure that you clearly label any personal items that your child brings to school from home.
- Student agendas will not be used this year, teachers will be communicating with families in a variety of ways and these plans will be shared by teachers to their student families during the week of September 2-4.
- **Early Years:** Schools will only have toys that are easily cleaned and disinfected. There will be an increased frequency of the cleaning schedule for these items, especially when illness is circulating in the setting or the local community, or if symptomatic staff and children have been touching the toys. Plush toys should be avoided. Children's personal toys (i.e., for security or comfort) are not to be shared with other children and should be stored in a way that ensures this. In general, sensory play must not be used at this time. Children should not use or handle modelling clay, or indoor sand and sensory tables, as these items cannot be easily disinfected. An exception can be made for children with additional support needs where the use of these items is an important part of their individual plan. These items should then be used under staff supervision and exclusively by the individual child.
- 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. A schedule for individual classes to use the play structure will be created once procedures and training are in place. Specific zones will be implemented.
- 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.



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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.

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.
- One door at the front entrance of the school will remain open to allow for students to be dropped off after attending an appointment or for picking and signing out students that need to leave before dismissal time.

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.
- Lessons and activities, focusing on mental health awareness and positive coping skills, will be taught, and implemented to help support our students. (Zones of Regulation, Project 11, Mind Up, etc.). Activities that promote healthy lifestyle practices will also be an area of focus this year.
- Staff will be doing regular check-ins with students to check on their mental health and well-being. Our guidance counsellor will also be available to work with students.



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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.
- We are planning for a period of reorientation to classroom routines, recovery instruction, safe practices at school and rebuilding community relationships.
- Teachers will use their existing literacy and numeracy assessment procedures, along with the information provided on recovery needs from the June 2020 report cards. This information will help teachers to determine next steps and programming needs for each student.

The Crestview Staff are really looking forward to having all our students back to school on September 8th. Our goal is to do our very best to keep our students safe and healthy this fall, and throughout the pandemic.

Please Note: **We will not be having Opening Day Conferences this year.** Classes will start for all students on Tuesday, September 8th. Teachers will be in contact with families and will be available to answer any questions that you may have when they start back to work in the first week of September.

We will continue to share information and update our school plan, as necessary. Thank you for your continued home support.

This document will continue to be updated as we are provided with additional information from Manitoba Health and Manitoba Education. Please check our school website regularly for the most current updates. **Website:** <https://www.sjasd.ca/school/crestview>

Take care and stay safe and healthy!

Sincerely,

Mrs. S. Lazar

Principal