

École Robert Browning Return to In-Class Learning Plan- September 2020



The St. James-Assiniboia School Division Plan can be found at the St. James-Assiniboia School Division website: <https://www.sjasd.ca>

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> .

Please note that École Robert Browning's plan is fluid in nature and subject to change given current conditions and health advisories. Updated/ revised plans will be posted on the École Robert Browning website: robertbrowning@sjasd.ca and sent out to families.

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 at École Robert Browning will remain in their class cohorts for the majority of the day with the focus on Literacy, Numeracy, and Mental Health. Physical Education classes will be held outside whenever weather permits. Teachers will move from class cohort to class cohort to avoid hallway congestion and mixing of cohorts. Class cohorts will be instructed and have visual reminders (floor and ground markers) regarding physical distancing inside and outside the school.

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 (e.g.: grade 4/5, grades 3/4/5), masks will be provided for the whole class. École Robert Browning will have masks available for Parents of gr. 4/5 students and bus students prior to the start of school.

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- Students will receive face masks prior to the start of school. This is to accommodate families who wish to pick-up facemasks before school starts and for students who will ride the bus on the first day of school.
- Face Masks for students who ride the bus as well as those in Gr. 4/5 can be picked up in the front foyer of École Robert Browning on **Wednesday August 26th from 8:30 am – 10:00 am AND 4:00 – 5:00pm. Enter through the front doors of the building. You must be wearing a mask to enter the building. Please note that only parents will be permitted to pick up masks.** Each student will be provided with 2 masks. This will allow time for students to practice putting on and wearing their masks. Please see the link below for additional information on wearing of face masks.
- 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). 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.**
- **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>
- 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.
- Eligible bus students will be met at bus loop upon arrival and escorted back to the bus loop at dismissal.
- École Robert Browning will be implementing protocols and practices to ensure that entry and exit from the school are managed to avoid congestion.

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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 isolated from others is 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). Students showing symptoms will be asked to wait for their parent to pick-up in the designated space away from their class cohort or other class cohorts.
- Parents and/or caregivers will be notified to come pick up their child immediately. **Make sure the school office 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 meters of physical distancing is required to the greatest extent possible. Signage and floor markings will indicate where class cohorts assemble and where to stand both inside and outside of the school building.
- Learning will take place outdoors as much as possible (P.E. class, Class Meeting times/ Read A-Loud and Library times). Students are asked to bring a full water bottle, sunscreen, hat and a towel to sit on outside. These items will be stored in their backpack.
- P.E. classes will be held outdoors whenever possible.

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 throughout the day, including staggered lunch breaks and staggered recess breaks.
- The movement of cohorts will be minimized when possible. Staff will move between classrooms instead of students. Floor arrows will mark the direction classes will travel within the school (staying to the right hand side of the hallway.)
- Daily records will include names of students, staff and visitors who were in contact with each cohort.
- Attendance records and visitor logs will ensure tracking of contacts during each school day.
- Inside the school, each classroom at École Robert Browning is designated as a cohort.
- For lunch hours and recesses, several homerooms will be able to access the school field at staggered times in homeroom “playzones” that are more than 4m apart.

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- Each cohort/homeroom will have a designated entrance and exit that they will use throughout the day for morning arrival, afternoon dismissal, lunch hours, and recesses.
- See Appendix A for list of cohorts.

Drop-off Traffic at Schools

- Due to the anticipated higher traffic at drop-off and pick-up at schools, additional designated areas for vehicles to safely drop-off and pick-up students.

For school arrival between 8:45 to 9:00am

- Students who are driven to school:
 - Can be dropped off at the loop where they will be met and directed to their designated entrance to line up. Parents will remain in their vehicle and loop out immediately.
 - Parents can park on surrounding side streets, exit their vehicles and safely escort their child to the school grounds where students will walk to their designated doors for entry. (Please consider using the Catwalk on Wordsworth Way and Jolliett Crescent). See Appendix B and Appendix C.

If you walk to school, please send your child to their designated entrance where they will meet their teacher.

- Please note that there will be no playing on the grounds before school starts or ends to minimize contact between cohorts and remain at a 2 m distances.
- **Do NOT use the parking lot for parking.** It is only to be entered for access to the Drop off Loop. It must remain clear to avoid congestion.
- Students who currently attend offsite daycare centres and who require busing to École Robert Browning will need to plan to get to and from school with their daycares as there will be no busing to or from the school at the time (with the exception of Headingley). Please consult your childcare centre to see what plans are being made for getting your child to school.

For student pick up at 3:45- 4:00

- Parents can park on surrounding side streets, exit their vehicles and safely pick up their child from the school grounds at their designated doors for exit.
 - Students will be waiting outside for their pick up at their designated doors. They will be supervised by an adult.
- Parents can pick up in the loop. Parents are to remain in their vehicle and loop out immediately once their child is safely in the car.
 - A staff member will ask for your child's name and have them brought from their designated waiting zone to the loop.

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- **Do NOT use the parking lot for parking.** Please find parking on the surrounding streets to avoid traffic congestion.
- Students who currently attend offsite daycare centres and who require busing to École Robert Browning will need to plan to get to and from school with their daycares as there will be no busing to or from the school at this time (with the exception of Headingley). Please consult your childcare centre to see what plans are being made for getting your child to school.

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. Please see student groups and designated entrances / exits outlined below.
- 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. Homerooms will have staggered washroom/water breaks throughout the day. Students requiring additional breaks outside of these scheduled times will be handled on an individual basis with physical distancing protocols.
- Water fountains are closed. Students are to bring personal water bottles to school each day. Each classroom cohort will have access to the water bottle refilling station during designated times throughout the day.
- School Library: School libraries will be closed for the first two 6-day cycles in September. At École Robert Browning, this closure may extend beyond two 6 day cycles as school programming and procedures are reviewed and adjusted as necessary.

Gym/ Music

- Physical education will continue with necessary modifications for physical distancing. When possible, it is likely that this will occur outside. At this time, École Robert Browning will be occurring outside as much as possible.
- SJASD schools will pause school sports for September 2020 (or until further notice). This includes lunch hour intramurals.
- 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. At École

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Robert Browning, Music will be paused at the start of the school year with this time being devoted to supporting the mental health of Robert Browning students.

- 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 in the areas of literacy and numeracy will be prioritized for the return to in-class learning.
- **Early Years: The focus will be on responsive learning in the areas of Literacy and Numeracy. Mental Health and supporting students in their return will also be a focus.** Project 11 will be implemented K-5. Project 11 is an engaging cross-curricular proactive program focusing on Manitoba's English Language Arts and Health Education outcomes. Weekly lessons and daily activities have been designed to help support students and teachers in bringing mental health awareness.

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.
- Schools will encourage non-bused children to go home for lunch if possible.
- Students will eat their lunch in their homerooms and have an outside lunch break at scheduled times in designated playzones.
- Each homeroom will have a playzone outside for the outdoor portion of their lunch break.
- See Appendix D

Learning materials

Students will not use shared supplies. At École Robert Browning, teachers are establishing procedures for students to have individual storage areas for personal supplies and clothing that they can access.

- **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

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- 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.
 - Separate containers of equipment will be maintained for each class and equipment will be cleaned between recess periods. Playzones will be marked to manage group spacing 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.

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.
- More information regarding Parent Council will be forwarded in coming weeks as discussions regarding meeting procedures and planning is currently underway at the divisional and school level.

Mental Health and Well-Being

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- 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.
- At École Robert Browning, programs such as Project 11 and other positive mental health strategies will be implemented by teaching staff.

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.
- École Robert Browning staff will be meeting and assessing students in September to determine learning priorities, essential learnings and next steps.

École Robert Browning is dedicated to providing the safest learning environment for all students. We look forward to welcoming our students back and we are committed to creating a safe environment as well as learning opportunities for all of our students.

Thank you to our parent community for being active partners as plans continue to evolve. Your partnership is greatly appreciated.

For the most current information regarding School planning and protocols, families are asked to check the school website, <https://www.sjasd.ca/school/robertbrowning> frequently. Please also watch for important messages through School Messenger and follow us on Instagram [@goerbrowning](#).

Please do not hesitate to contact myself through e-mail or telephone. I can be reached at robertbrowning@sjasd.ca or 204.837.8381.

Jennifer Rothwell

Directrice / Principal

École Robert Browning

Appendix A:

École Robert Browning Cohorts (A, B, C, D)

A Kam-3 (20 students)	A Kam-4 (19 students)	A Kpm-3 (14 students)	
B 1-5 (21 students)	B 1-7 (22 students)	B 2/3-8 (19 students)	
C 2/3-9 (20 students)	C 2/3-10 (18 students)	C 2/3-11 (18 students)	C 2/3-12 (19 students)
D 4/5-13 (23 students)	D 4/5-16 (23 students)	D 4/5-18 (24 students)	

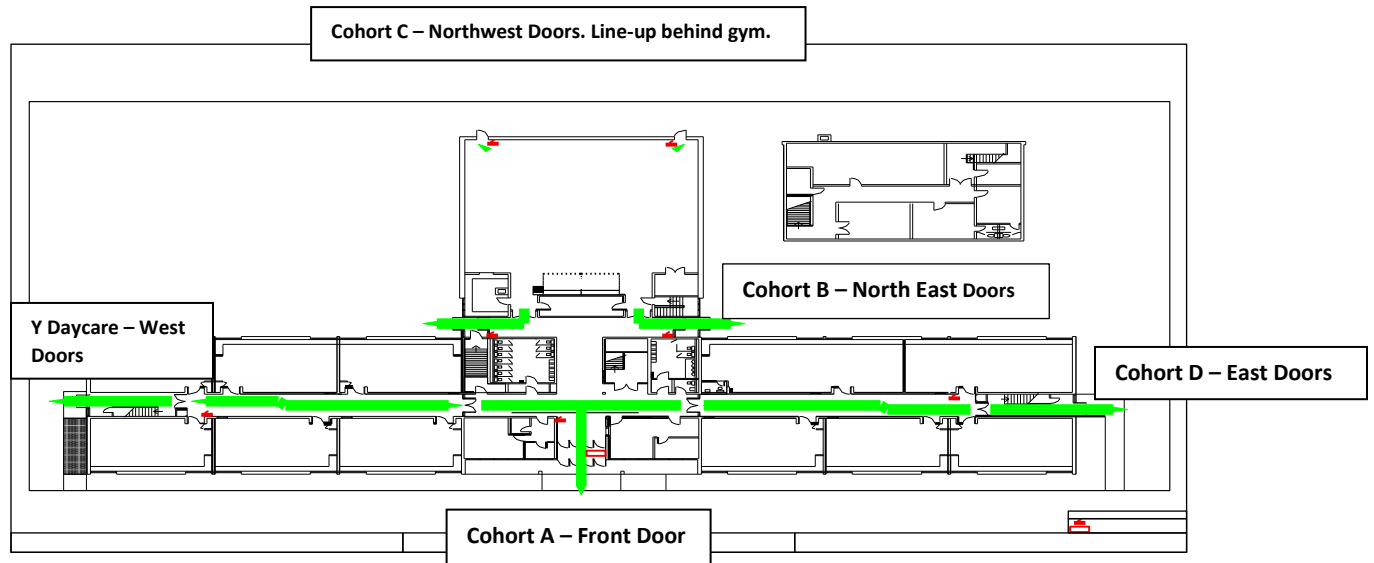
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Appendix B:

Homerooms	Designated Entrance/Exit
<p>Cohort A: Morning Kindergarten / Afternoon Kindergarten</p>	<p>Students will line up at the front door entrance.</p> <p>Students will enter/exit through the Northeast tarmac doors on the North east side of the school</p> <p>Classes will line up in designated areas at least 4 m apart and enter the building in a staggered fashion.</p>
<p>Cohort B: Room 5: Mme Derourard Room 7: Mme Lines Room 8: Mme Pedersen</p>	<p>Students will line up at the Northeast entrance on the tarmac</p> <p>Students will enter/exit through the Northeast tarmac doors on the North east side of the school</p> <p>Classes will line up in designated areas at least 4 m apart and enter the building in a staggered fashion.</p>
<p>Cohort C: Room 9: Mme Smith Room 10: Mme Omand Room 11: Mme Dickens Room 12: Mme Campbell</p>	<p>Students will line up at the Northwest entrance on the back field</p> <p>Students will enter/exit through the Northwest tarmac doors on the Northwest side of the school</p> <p>Classes will line up in designated areas at least 4 m apart and enter the building in a staggered fashion.</p>
<p>Cohort D: Room 13: M. Proulx Room 16: Mme Buchanan Room 18: M. Bohémier</p>	<p>Students will line up at the East entrance on the tarmac</p> <p>Students will enter/exit through the East tarmac doors on the East side of the school</p> <p>Classes will line up in designated areas at least 4 m apart and enter the building in a staggered fashion.</p>

Appendix C:

École Robert Browning Entrance / Exit Map



Appendix D:

École Robert Browning Staggered Lunch

Ks do not stay for lunch

CLASSROOMS	12h00 – 12h30	12h30 – 1h00
Room: 5, 7, 9, 10, 13	EAT	OUTSIDE
Room: 8, 11, 12, 16, 18	OUTSIDE	EAT