



École Voyageur Return to In-Class Learning Plan- September 2020



The St. James-Assiniboia School Division Plan can be found at [here](#). 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.
- Students at École Voyageur will remain in their class cohorts throughout the school day. The learning focus will be 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 requirements both 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 3/4, grades 3/4/5), masks will be provided for the whole class.

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- Students will receive face masks prior to the start of school. Schools will communicate a plan for the distribution of facemasks prior to the start of school during the week of August 26- September 1, 2020. 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.
- Students in grade 4 and 5 will receive 2 reusable masks before the start of school so that families can practice proper mask use and care at home. Parents of students in grades 4 and 5 will be able to pick up their child(ren)'s masks at front entrance of École Voyageur on the following dates:

| | |
|---------------------|-----------------------|
| Wednesday August 26 | 8:00 a.m. – 9:00 a.m. |
| Thursday August 27 | 1:00 p.m. – 2:00 p.m. |

If your family requires a time outside of these scheduled pickup hours, please call École Voyageur office (204-888-3390). Any masks not picked up will be given to your child on the first day of school.

- 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.
- 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

- Transportation plans for SJASD continue to be reviewed and are subject to change.
- **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.

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- Schools will be implementing protocols and practices to ensure that entry and exit from the school are managed to avoid congestion.
 - Kindergarten students will have the opportunity to ride the bus at noon only. This means morning kindergarten students who are eligible bus riders will be able to ride the bus home and afternoon kindergarten students who are eligible bus riders will be able to ride the bus to school.
 - Bussed students will be supervised by an adult when arriving and leaving the school to ensure safety and physical distancing.
 - Students who walk to school or who are transported by their parents/caregivers will be encouraged to use our Walking School Bus. More information regarding our Walking School Bus is found later in this document under **Drop off Traffic At Schools**.

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

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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 meter 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 (i.e. physical education class, music, class meetings, read a-loud). All students are asked to bring a full water bottle, weather appropriate clothing, sunscreen, a hat and a towel to sit on outside. These items will be stored in students' backpacks and brought to school daily.

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 lunch breaks and recess.

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- 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.
- École Voyageur cohorts are as follows:

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|--|--|---|--|--|
| Group A - Les Abeilles  Total = 73 students | K AM Room 8 Mme Ria 17 students | K AM Room 9 Mme Alexis 17 students | K PM Room 9 Mme Alexis 20 students | Grade 1 Room 11 Mme Batke 19 students |
| Group B - Les Bisons  Total = 74 students | Grade 1 Room 1 Mme Bergen 18 students | Grade 1/2 Room 14 Mme Prairie 19 students | Grade 2/3 Room 15 Mme Bergeron 19 students | Grade 2/3 Room 16 Mme Curtis 18 students |
| Group C (Les Canards)  Total = 62 students | Grade 2/3 Room 17 Mme Corrigan 19 students | Grade 2/3 Room 18 Mme Yost 18 students | Grade 4/5 Room 22 Mme Desjardins 25 students | |
| Group D (Les Dauphins)  Total = 49 students | Grade 4/5 Room 23 Mme Nay 25 students | Grade 4/5 Room 24 M Wichenko 25 students | | |

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.

For school arrival between 8:20 a.m. and 8:35 a.m. (entry bell at 8:30 a.m.)

- Students who are driven to school:

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- **Walking School Bus:** École Voyageur will have a Walking School Bus each morning! Our Walking School Bus drop-off location will be in the parking lot of Crestview Park Free Methodist Church at 928 Cavalier Drive between 8:15-8:20 a.m. SJASD staff members will meet the students in the parking lot. Parents are asked to safely walk their child(ren) to the adult supervisors. The Walking School Bus will leave the church parking lot at 8:20 a.m. to walk students safely to École Voyageur. Staff will encourage physical distancing between cohorts of students. Using the Walking School Bus will help decrease traffic congestion and crowding in our school parking lot and around our school entrances. The Walking School Bus will only be offered in the morning.
 - **At School Drop Off:** Students can be dropped off at the north end of the parking lot where they will be met by a divisional employee and directed to their designated entrance to meet their teacher. Parents are to follow the one-way direction of the parking lot. Parents will remain in their vehicle and will loop out of the parking lot immediately.
 - **Side-Street Parking:** Parents can park on surrounding side streets, exit their vehicle, and safely escort their child to the school grounds where they will walk to their designated door to meet the teacher.
- **Students who walk to school:** Students are to immediately go to their designated entrance where they will meet their teacher.
 - Please note that there will be no playing on the school grounds before school starts or ends to minimize contact between cohorts and remain a 2m distance apart.
 - Parents are strongly encouraged to reduce traffic congestion by parking on a nearby street and safely walking their child(ren) to their designated school entrance doors.

For student pick up at 3:25 p.m.

- All pick-up will occur outside of your child(ren)'s designated door. Our dismissal bell is at 3:25 p.m. Please be at school promptly to pick your child at dismissal.
- Parents can park on surround side streets, exit their vehicles and safely pick up their child from the school grounds at their designated doors for entry/exit.
- Parents can park in visitor parking stalls in the parking lot. Reserved parking stalls are for school and daycare staff only.

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. All cohorts will have direct entry at the beginning of the day and recess breaks and lunch hour will be staggered to ensure groups remain in their cohorts and to ensure physical distancing.

Entrances are assigned based on cohorts:

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| <u>Group A: Les Abeilles</u> | <u>KAM-8, KAM-9, KPM-9, 1-11</u> | <u>South west doors (front doors of school)</u> |
| <u>Group B: Les Bisons</u> | <u>1-1, 1/2-14, 2/3-15, 2/3-16</u> | <u>North west doors (tarmac, west doors)</u> |
| <u>Group C: Les Canards</u> | <u>2/3-17, 2/3-18, 4/5-22</u> | <u>North east doors (tarmac, east doors)</u> |
| <u>Group D: Les Dauphins</u> | <u>4/5-23, 4/5-24</u> | <u>South east doors (front of school, east doors)</u> |

- Outdoor markers will indicate where class cohorts will gather to learn and play.
- 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. Washroom breaks will be scheduled to ensure cohorts can physically distance. Students who require urgent use of the washroom will be accommodated with physical distancing protocols.
- Floor markers including arrows and lines will be used as visual reminders for students when moving throughout the school.
- Water fountains are closed. Water filling stations will be open. Students are to bring a personal water bottle to school each day.
- School Library: School libraries will be closed for the first two 6-day cycles in September. The librarian (Mme Cox) will be providing mobile library services throughout the last few weeks of September. Library books being returned will be quarantined before returning to distribution. Classroom Libraries will continue to be open. Students may pick a selection of books for their individual book bin for the week. These books will go into quarantine at the end of the week and new books will be selected the following week.
- Cubbies: Kindergarten students are given access to a cubby. Students will only access their cubby when supervised by a staff member who can ensure physical distancing can be achieved. Cubbies will be sanitized between morning and afternoon kindergarten classes.
- All student belongings are to be stored in the student's backpack. Please only send children with the essentials for their day: water bottle, hat, lunch, snack, sweater, towel (to sit on outdoors).

Gym/ Music

- Physical education will continue with necessary modifications for physical distancing. When possible, it is likely that this will occur outside. Please ensure students have adequate water for outdoor activities, sunscreen, and weather appropriate clothing.
- 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>

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- **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.
- **Early Years: The focus will be on responsive learning in the areas of Literacy and Numeracy. Mental Health and supporting students in their learning will also be a focus.** Project 11 will be implemented for 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 designated 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.
- Not all schools offer cafeteria service, for those who do, all are closed for September 2020.
- Schools will encourage non-bused children to go home for lunch if possible.
- 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.
- École Voyageur students who attend VIP (Voyageur In-School Program Daycare) will eat with their daycare cohort at lunch hour in the daycare rooms.
- École Voyageur students who will be staying for lunch and who do not attend VIP will eat in their classrooms. Lunch hour will be staggered to ensure physical distancing and recess cohorts.
- Snack time will continue to take place in the classroom before or after morning and afternoon recess.

Learning materials

- Students will not use shared supplies. Students will have individual classroom supplies available for their personal use.

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- **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. Staggered outdoor play times and specified zones for cohorts will be implemented and clearly marked.
- 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.

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.

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- All visitors accessing École Voyageur will be required to wear a mask, report to the office, sign-in and sign-out and indicate areas being visited. We ask that any visitors pre-arrange an appointment with the teacher or principal.

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.
- Teachers will be implementing mental health programming including: Zones of Regulation and Project 11, as well as other mental wellness resources.

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 Voyageur staff will focus on recovery and responsive learning in the areas of Literacy and Numeracy.

Please note that we will not be having opening day conferences. Classes will start for all students on Tuesday, September 8th. Teachers will be outside to greet students.

Please add our school's Instagram account to your social media: ***@ecole.voyageur***

Please feel free to contact the school via email or phone at voyageur@sjasd.ca or 204-888-3390.

Andrea Tyler

École Voyageur

Directrice/Principal