



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

The St. James-Assiniboia School Division Plan can be found at <https://www.sjasd.ca/Documents/SJASD%20Welcoming%20Our%20Students%20Back%20FINAL%20-%20UPDATE%20AUGUST%202020.pdf>. As the COVID-19 situation is evolving, please 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 6 students** will begin on of **September 8th** as per the times described below. School staff will greet and welcome your child at the designated entrance and remind them to head directly to their homeroom. All students and their families will receive a direct email outlining their child's designated entrance and exit locations on or before September 3rd.
- **Grade 7 and 8 students** will begin on **September 9th** at the times described below. Staff will greet and welcome your child at the designated entrance and remind them to head directly to their homeroom. All students and their families will receive a direct email outlining their child's designated entrance and exit locations on or before September 3rd.
- ***Please note that it is important that upon arrival at school on September 8th and 9th, all students must enter the school through their designated entrance and head directly to their designated homeroom.***
- All students will enter and exit the school using the pre-assigned doors as described below. When students arrive at school, they will be required to line up using physical distancing according to their assigned homeroom. Teachers will meet their homeroom students outside and lead them directly to their homerooms. Entrance will be staggered by cohorts. All instruction will take place in the homeroom.
- A map has been included to illustrate the location for student's entrances/exits. We will stagger the entrances as well as exits at the end of the day as well as noon hour.
- Staff will enter by the north doors of the school. Sanitation center are available to everyone at all entrances.
- An update regarding location of homerooms will be sent to families that have seen their homeroom changed to allow for grade level wings and cohorts.



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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.
- Students may receive face masks prior to the start of school. The distribution of facemasks at école Ness will be **Sep 2 for Gr. 8, Sep 3 for 7, Sep. 4 for Gr.6**. 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. If you wish to pick up your child(ren)'s mask before the start of school, the school conference manager will open on August 25. You can register to pick up masks at: <https://ness.schoolsoft.com/login.jsf;jsessionid=38BDDC778B947328EF7B6E1FF8EDBA8E>
 - Times available are **Sep 2 for Gr. 8, Sep 3 for 7, Sep. 4 for Gr.6 8:50 – 3:45. at the main doors.**
- All SJASD staff are required to 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

- **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 and from school.
- 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.



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- All classes will be met by their teacher everyday at their designated entrance (see designated entrances below) and walked directly to their classroom. Students will be expected to physically distance as they line up to walk into the school. Students should not be walking into the school until their teacher meets them outside.

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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.**
- **Anyone who needs to gain access to the building after general entrance of students will need to call the office or ring the bell at the front doors (south facing doors – access on Muriel).**

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 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



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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.
- Classes will be grouped into cohorts. Cohorts will include students in the following classrooms:
 - **Cohort 1 - 6-1 & 6-2**
 - **Cohort 2 - 6-3 & 6-4**
 - **Cohort 3 - 6-5 & 6-6**
 - **Cohort 4 - 7-1 & 7-2**
 - **Cohort 5 - 7-3 & 7-4**
 - **Cohort 6 - 7-5, 7-6 & 7-7**
 - **Cohort 7 - 8-1 & 8-2**
 - **Cohort 8 - 8-3, 8-4 & 8-5**
- **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. Students will enter and exit the building through the following doors:
 - Cohort 1, 2 and 3 students at main entrance (south doors)
 - Cohort 4, 5 and 6 students will enter the building through the southwest doors



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- Cohort 7 & 8 students will enter the building through the hallway doors facing northwest

- **Cohorts will enter the building at the following times:**
- Cohort 1, 4 and 7 at 8:50 a.m.
- Cohort 2, 6 and 8 at 8:55 a.m.
- Cohort 3 and 5 at 9:00 a.m.
- End of day dismissal will be as follows:
 - Cohort 1, 4 and 7 at 3:35 p.m.
 - Cohort 2, 6 and 8 at 3:40 p.m.
 - Cohort 3 and 5 at 3:45 p.m.

Doors will be locked during school hours. Any visitors or students arriving late will have to call the school and ring the bell to gain access to the building. **Visitors and late arrivals will be asked to sign in.**

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.
- 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.
- At école Ness, students will remain in their homerooms for the day. Teachers will be moving to homerooms for instruction.
- Students will continue to participate in Physical Education outdoors as much as possible.

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.
- Gr. 6 students can be dropped off at Muriel and Ness (in bus indentation driving north) no more than 5 minutes prior to their cohort's entry.
- Gr. 7 students can be dropped off in the bus loop no more than 5 minutes prior to their cohort's entry (This must be drop and go. Parking is not allowed in the bus loop).
- Gr. 8 students can be dropped off at Parkdale and Ness no more than 5 minutes prior to their cohort's entry.



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Shared/Common Spaces

- Entrances and Exits are assigned to student groups (e.g. cohorts, grade levels, student names) to a maximum of 75 students per entry/exit time (please see physical distancing).
- 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. 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.
- Water fountains are closed. Students are to bring personal water bottles to school each day. Students will have access to a refilling station. There are three located in the school.
- 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.
- Lockers: Students at école Ness will not be assigned a locker for the month of September or until further notice depending on public health orders. We ask that students only bring a binder with paper, a pencil or pen, their gym clothing, their water bottle, and lunch.

Physical Education/ Music

- Physical education will continue with necessary modifications for physical distancing. When possible, it is likely that this will occur outside. When possible, Physical Education will be outdoors. During inclement weather, teacher will ensure that there is physical distancing or classes will do theory alternating with sport. Intramural sports will be paused for the month of September.
- 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:** Band and Choral programs 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. Music teachers will continue to have the opportunity to connect with their students in their homerooms at their regular music time.
- 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>



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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:** The Practical Arts programs will be paused for the month of September (e.g.: Home Economics). Alternative programming will be offered during this instructional time by the Practical Arts teachers
- Practical Arts teachers will go to homerooms and provide students with theory. This will provide the students with a time to connect with their teachers. PA, Art and Music teachers will also work with students on Project 11 themes (Mental Health).

Lunch Breaks

- 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.
- Students who will be going home for lunch will have staggered dismissals, to avoid congestion, as follows:
 - Cohort 1, 4 and 7 students will be dismissed for lunch at 11:45 a.m.
 - Cohort 2, 6 and 8 will be dismissed for lunch at 11:50 a.m.
 - Cohort 3 and 5 students will be dismissed for lunch at 11:55 a.m.
- 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, 4 and 7 students eat in class 11:50 a.m. – 12:15 p.m.
 - Cohort 1, 3, 4 and 7 students go outside 12:20 p.m. – 12: 45 p.m.
 - Cohort 2, 5, 6, 8 students go outside 11:50 a.m. – 12:15 p.m.
 - Cohort 2, 5, 6, 8 students eat in class 12:20 p.m. – 12: 45 p.m.

Learning materials

- Students will not use shared supplies. We ask that students only bring the following:
 - A binder with paper
 - A pencil or pen
 - Their gym clothing
 - Their water bottles
 - A lunch.
- We ask that all personal items are left at home.



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- 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. École Ness will continue to encourage students to physically distance and that students maintain their cohorts while they are on the playground.
- 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. Information about Parent Council AGM will be sent out in mid September.
- 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.

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, Band and Music teachers will alternate between teaching theory and Project 11 (mental health).

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



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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.

- For the month of September teachers will focus their instruction on the previous year's essential learnings. Teachers will continue to provide adaptations to students as needed.

Please be patient when dropping off your children.

Please encourage students to physically distance and wear their masks.

Please visit us on our website at: <https://www.sjasd.ca/school/ness/Pages/default.aspx#/=>

Follow us on Instagram @ecole.ness

Please see the map on the following page.

ÉCOLE NESS

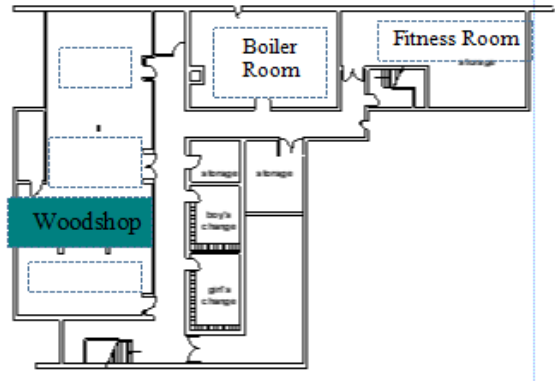


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Homeroom	Room
6-1	209
6-2	206
6-3	205
6-4	204
6-5	208
6-6	207*
7-1	105
7-2	113
7-3	109
7-4	107*
7-5	110
7-6	106
7-7	101
8-1	214*
8-2	201
8-3	103
8-4	114
8-5	104
*	Temp. Change to accommodate cohorts

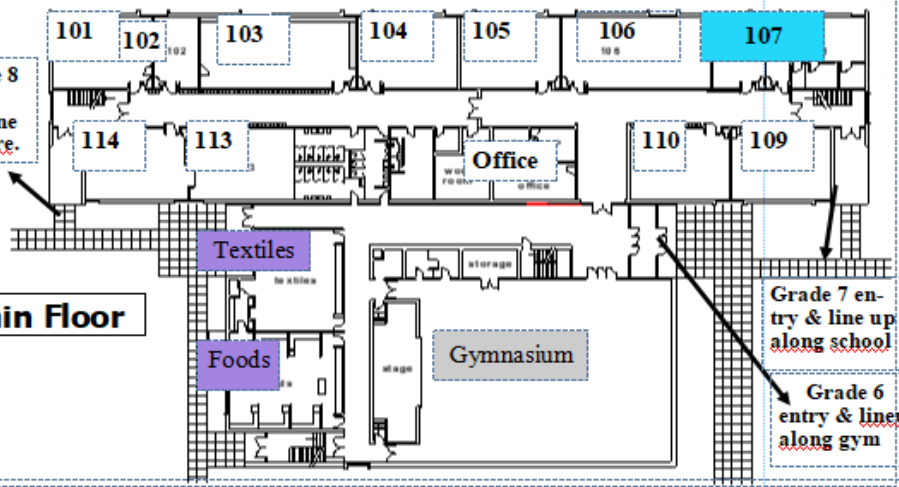
School Map

Basement



Grade 8 entry and line up here.

Main Floor



Grade 7 entry & line up along school

Grade 6 entry & lineup along gym

Second Floor

