

George Fitton School

2020 SCHOOL RE-OPENING PLAN

Level: Restricted (orange)

September 6, 2020

George Fitton School

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George Fitton School
School Re-opening Plan
2020-2021

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Welcome Back Message

Dear Parents & Guardians:

I hope you are all safe and have had an opportunity to slow things down and enjoy the last few months. Like me, I know that many of you are anxious about the opening of schools for the 2020-2021 school year. I understand that you probably have many questions and concerns, especially with the rise of COVID-19 cases in Brandon. Please know that the safety of students and staff is our number one priority.

On July 30, 2020, Minister of Education Kelvin Goertzen and Chief Provincial Public Health Officer Dr. Brent Roussin released the provincial plan, Welcoming Our Students Back: Restoring Safe Schools.

This announcement means that George Fitton will be welcoming students on a fulltime basis.

We have worked hard with the Brandon School Division, Manitoba Education and Manitoba Public Health to ensure our reopening plan complies with the guidelines contained in the provincial document.

Our school will look different when students return in September, I'll assure you guidelines are in place to help minimize the spread of Covid-19.

To ensure a safe re-entry back to school, we have implemented a staggered entrance plan for the safety and well-being of our students and staff.

Tuesday September 8th – Staggered Start

- Students with LAST NAMES beginning with A – L will attend on this day
- Students are asked not to enter the school; they are to find their classroom sign located on the west side of the parking lot field.
- Students that don't know their homeroom teacher will need to ask as we will have many people around with class lists.
- First Bell will be 8:50 am, school will start @ 9:00 am
- Dismissal will be 3:35 pm

Wednesday September 9th – Staggered Start

- Students with LAST NAMES beginning with M – Z will attend on this day
- Students are asked not to enter the school; they are to find their classroom sign located on the west side of the parking lot field.
- Students that don't know their homeroom teacher will need to ask as we will have many people around with class lists.
- First Bell will be 8:50 am, school will start @ 9:00 am
- Dismissal will be 3:35 pm

Times are only for these two days, please refer to Procedural Information below for all start and dismissal times

Thursday September 10th

- All Grade 1-8 students will be back to school.

Kindergarten

- Kindergarten students will follow a slightly different staggered entry schedule – All parents will be contacted by the Kindergarten teachers with specific details.

Please contact the school if you have any questions or concerns by calling 204-729-3220 or by emailing:

Brad Twordik	Principal	twordik.bradley@bsd.ca
Sherry Baker	Vice Principal	baker.sherry@bsd.ca
Farheen Sajjad	Administrative Assistant	sajjad.farheen@bsd.ca

George Fitton School

School Re-opening Plan – September 2, 2020

Given the evolving nature of the COVID-19 pandemic and transmission within our communities, guidance may change based on emerging circumstances and information from public health officials. If the public health situation changes and guidelines are insufficient, current measures may be paused and other measures may be introduced.

Public Health Orders

Staying Home When Sick

We will be following a strict stay-at-home policy for any students or staff exhibiting symptoms of COVID-19.

Parents/caregivers are strongly encouraged to have back-up plans in place for childcare in the event that their child is unable to attend school or must be picked up from school.

Individuals should self-isolate and not enter the school if:

- They are experiencing symptoms suggestive of COVID-19.
- They have, or anyone in their household has, travelled outside Manitoba in the previous 14 days (outside of areas excluded by public health orders).
- They are a close contact of a confirmed case of COVID-19.
- They are awaiting a COVID-19 test result.

An up-to-date list of symptoms can be found at: <https://www.gov.mb.ca/covid19/about/index.html>

Screening Protocols

Symptom and exposure screening must occur for all students, staff and visitors to the school, prior to entering the building.

- Parents and caregivers need to monitor their child daily for symptoms and exposures before sending them to school. Parents and caregivers are responsible for ensuring their children are not displaying symptoms before sending them to school or on the bus. School staff can also support children with self-screening upon arrival at school.
- Staff must self-monitor daily for symptoms and exposures. Staff who have any symptoms must stay home, isolate, and be excluded from work.

All screening that identifies suspected cases of COVID-19:

- Will not be admitted to the school.
- Will be advised to immediately isolate and consult Health Links (1-888-315-9257) or their health care provider.

Those with symptoms should be tested.

- If an individual's test results are negative for COVID-19, they can return to school 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.

Those with chronic symptoms (stable cough, sneeze, runny nose, nasal congestion):

- If symptoms are unchanged and clearly linked to a known medical condition, exclusion may not be required.
- If symptoms are changing or worsening, exclusion will be required and individuals will be instructed to isolate and contact Health Links.
- Staff will exercise judgement based on the symptoms and, when in doubt, will err on the side of caution.

Signage, with exclusion criteria, will be posted at all entrances to the school.

The COVID-19 Screening Tool can be found at: <https://sharedhealthmb.ca/covid19/screening-tool/>

Visitor Access

Public access to the school will be limited to essential school business. We will carefully document the attendance of students, staff and visitors to ensure up-to-date contact information for assisting public health management should a case be identified at George Fitton School.

Where possible, communication with parents/caregivers will occur through online communication and telephone. Parents are asked to promptly inform the office of changes to their contact information.

Protocol for parents/caregivers or visitors needing to access the school:

- Contact the school (204-729-3220) in advance, to arrange an appointment.
- Call the school upon arrival at scheduled time.
- Sign-in at the office and sign-out when leaving.
- Adhere to the self-screening, physical distancing, and recommended hygiene practices.
- Visitors with any symptoms consistent with COVID-19 should not enter the school.

YMCA Before/After School Program will continue to operate in the school. The designated entrance/exit will be on the south-east corner of the gym.

All other community use of the school will be suspended.

Physical Distancing

All physical distancing recommendations, in compliance with the most up-to-date public health orders, will be implemented.

- Maintaining a distance of 2 metres between all individuals (restricted: code orange)
- Close contact will be avoided, including hugs and handshakes.
- Students will be assigned seating in classrooms and on school buses.
- Student work spaces will be visually identified (i.e.: use of tape), when appropriate.
- Non-essential furniture will be removed from classrooms.
- Chairs in common areas will be removed or marked for non-use to maintain appropriate distancing.
- Hallways will be marked with visual prompts to manage the flow and minimize crowding.

- Entrance and exits will be assigned and times will be staggered (see section below: “Procedural Information”).
- Recess and lunch areas will be assigned and breaks will be staggered (see section below: “Procedural Information”).
- Assemblies and school gatherings will be paused, as well as cross-grade mixing of students (i.e.: buddies).
- Emergency drills, such as fire drills, will be conducted individually by each classroom.
- Meetings and video conferences will be held on Microsoft Teams, when possible.

Cohorts

Students will be placed in cohorts, the main cohort will be their individual classroom and will remain in that cohort for most of the instructional day. However, during recess, school entry and exit students will be a part of a larger cohort (These cohorts are within Public Health Guidelines of 75 people).

Cohorts will arrive, depart, and participate in school activities without co-mingling with members from other cohorts as much as possible.

Our cohorts are divided into individual classroom groups, ranging between 16 -26 students.

Our larger cohorts for recess are:

Kindergarten

Grade 1

Grade 2

Grade 3

Grade 4

Grade 5 / 6 Flett / Martin

Grade 5 / 6 Greig / Kingdon

Grade 7

Grade 8

Schedules will be staggered to avoid cohorts moving through shared spaces at the same time (see section below: “Procedural Information”). Where it is not possible to avoid cohorts together in a shared space, a minimum of four metres of space must be maintained between cohorts.

Teachers will move between classrooms instead of students, to avoid the movement of classes.

Daily records will be kept that include the names of students, staff and volunteers in each cohort.

Staff will remain with the same cohort whenever possible. An up-to-date staff list can be found at:

<https://www.bsd.ca/schools/Georgefitton/Staff/Pages/Staff-2020-2021.aspx>

Finance

- **School fees – reduce handling of cash and cheques**
 - School fees will be collected by classroom teacher.
 - If you wish to pay online, it will be available in the middle of September. Parents/guardians will need to register an account and add their student(s) to their account to view and pay school fees online.

This is the preferred form of payment to reduced contact of individuals

Breakfast Program

- We will be offering a breakfast program again this year. It will start September 21, 2020
- Protocols will be sent to individual families as they return waivers forms.

Ventilation

The following strategies will be utilized to promote a well ventilated environment.

- Avoid recirculation of air.
- Ensure that air filters are clean.
- Open windows as much as possible.
- When possible, take classes outdoors.
- Minimize the use of fans.
- When fans are necessary: use only on lowest setting, direct air flow away from people and surfaces, and ensure that surfaces are cleaned regularly and after use.

Transportation

Parents are encouraged to transport their own children to and from school if they are able. Active transportation, such as walking, and biking is encouraged.

The following guidelines are in place for students riding the school bus:

- Bus students will enter and exit the school from their designated doors.
- Students in Grades 4 and up are required to wear masks on the bus.
- Students in Grades K-3 are encouraged to wear masks on the bus.
- Masks should be put on before loading and taken off after off-loading.
- Seating will be assigned with families seated together and spacing between passengers whenever possible.
- All passengers must perform hand hygiene before and after being on the bus.

The Transportation Department will communicate to parents/guardian and schools any revisions to scheduling for bus routes related to bus drop off and pick up schedules.

For more information, refer to the Guidelines for Transportation to Schools document found at:

<https://www.edu.gov.mb.ca/k12/covid/reopening/transportation.html>

Hygiene Practices

Students and staff will be encouraged and reminded to follow all recommended hygiene practices including:

- Hand hygiene
- Respiratory etiquette
- Personal items should not be shared
- Avoid touching face: mouth, nose, eyes

School staff will help students to ensure that hygiene practices are done correctly, through teaching, reinforcing, modeling and, when possible, supervising. Signage will be posted and highly visible in all washrooms and above each classroom sink to provide visual cues and reminders.

Hand Hygiene

Handwashing with soap and water for at least 20 seconds is the recommended hand hygiene practice. Alcohol-based hand sanitizer will also be available at all entrances to the school and in all classrooms.

Students and staff must engage in frequent hand hygiene, including but not limited to the following times:

- when entering and exiting the school or classrooms
- at the start of the day and before going home
- before and after recess
- after going to the washroom and helping children with washroom routines
- after a diaper change (both children and staff)
- before, during and after preparing food
- before and after eating/drinking
- after getting hands dirty or if they have become contaminated
- after wiping nose or handling dirty tissues
- after coughing, sneezing, or blowing nose
- after soothing a crying child
- after caring for a sick person
- before and after putting on and taking off a mask
- before and after being on a bus
- after cleaning tasks

Respiratory Etiquette

Respiratory etiquette includes the following:

- coughing and sneezing into a tissue or sleeve, covering both the mouth and nose
- properly and promptly disposing of used tissue
- exercising proper hand hygiene immediately after coughing and sneezing

Personal Protective Equipment

Non-medical masks are mandatory for students in Grades 4 and up, as well as all staff and visitors, wherever physical distancing of 2 metres is not possible and on school buses.

- Students in Grades K-3 are also encouraged to wear non-medical masks.
- 2 non-medical masks will be available for each student and staff member.
- In addition to wearing a mask, some staff members may also be wearing face coverings, eye protection and gloves.
- Staff are required to wear a medical mask when unable to maintain a distance of 2 metres from a child who is exhibiting signs or symptoms suggestive of COVID-19.

Staff will review with students how to properly use and care for their masks, including how to put on and remove a mask safely. More information can be found at: <https://www.gov.mb.ca/covid19/prepareandprevent/index.html>

To put on a mask safely:

- Perform hand hygiene by handwashing with soap and water or use an alcohol-based hand sanitizer.
- Place the mask on your face carefully so it covers your mouth and nose, handling it with the strings or elastic ear loops as much as possible, and mould the nose bridge to ensure it does not move while it is on.

- Avoid touching the mask once you have put it on. If the mask needs to be adjusted, hands should be cleaned before and after adjusting the mask.
- Never pull the mask down below the nose, mouth, or chin or dangle the mask from one ear or both ears.

To remove a mask safely:

- Remove it from behind using the strings or elastic ear loops.
- Do not touch the front of the mask.
- Removed masks are considered contaminated and should be placed in a container or bag for appropriate cleaning and disinfection at a later time. Reusable masks should be cleaned daily.
- Perform hand hygiene by handwashing with soap and water or using alcohol-based hand sanitizer.

Cleaning and Disinfecting

Increases in the frequency of cleaning, disinfecting and sanitizing throughout the school day will occur, particularly on high-touch surfaces and in common/shared areas. Regularly scheduled deep cleaning will occur when students are not present.

Custodial staff will:

- Regularly disinfect commonly touched surfaces, such as doorknobs, light switches, chairs, desks – at least twice daily, more often as needed.
- Ensure washrooms are cleaned/disinfected frequently – at least twice daily, more often as needed.
- Ensure lunchrooms are cleaned/disinfected before and after use.
- Increase monitoring of hand-cleaning supplies to ensure an ample supply at all sinks in washrooms and kitchen areas.
- Dispose of waste regularly.

Staff and students will be required to disinfect shared items after use. Classrooms will be provided with disinfecting spray and cloths. Examples of shared items include:

- Electronic devices such as photocopiers, printers, laptops, keyboards, mice, monitors/touchscreens and iPads
- Furniture such as chairs, desks and tables
- Supplies such as gym equipment, art supplies, toys, games and office supplies (stapler, hole punch)

Water fountains that are not touchless will be turned off. Students are asked to bring a filled (and labeled) water bottle to school each day.

Workplace Safety and Health

The safety and health of our students and staff is our number one priority as we develop our plan for in-class learning at George Fitton School. Manitoba Public Health advises that the best defense against the spread of COVID-19 is:

- self screening
- frequent handwashing
- physical distancing
- wearing a mask when physical distancing is not possible
- staying home when sick

Personal Risk Factors

Arrangements will be needed for students and staff who may be at higher risk of COVID-19 due to underlying health conditions or other risk factors.

Division-level remote learning will be in place for students who are medically advised not to return to in-class learning due to COVID-19 related risk factors. These situations are limited to children with compromised immune systems or other medical conditions that increase their risk. Parents and caregivers must consult with physicians on the need for an accommodation.

Managing a Suspected Case of COVID-19 at George Fitton School

Suspected Staff Outbreak

If a staff member or volunteer in our school becomes symptomatic, they should:

- Immediately isolate themselves from other staff and children.
- Contact the office to notify their supervisor and secure a substitute.
- Leave from the closest exit.
- Go home to isolate.
- Contact Health Links (1-888-315-9257) or their health care provider for direction.

Our Head Custodian will be notified so that additional environmental cleaning will occur in that space. The focus will be on high-touch areas and areas where the staff or volunteer spent time.

Staff members who are away sick or who are self-isolating must follow BSD's Human Resources policy and collective agreement provisions. Medical notes are not required for staff who have COVID-19 or flu-related symptoms, or for those who are caring for individuals in this situation.

A sick staff member can return to work once it has been determined that it is safe to do so by their health care provider or by Public Health. If that staff member has a positive test, further direction will be provided by Public Health.

Suspected Student Outbreak

If a student in our school becomes symptomatic:

- The supervising teacher will contact the office.
- An office staff member will go and accompany the student to our isolation room (calming room).
- Parents will be contacted immediately so that they can pick up their child.
- A staff member will remain with the student while practicing physical distancing and observing all COVID-19 protocols.

Our Head Custodian will be notified so that additional environmental cleaning will occur in that space. The focus will be on high-touch areas and areas where the student spent time.

All students in the classroom will wash their hands and then go outside or to the library so that additional cleaning can occur.

Reporting and Contact Tracing

To facilitate contact tracing, all attendance in the school will be tracked.

- Staff attendance, including substitute staff, will be tracked through Atrieve.
- Student attendance will be tracked through PowerSchool.

- Visitors to the school, including parents/caregivers, volunteers, pre-service teachers, and itinerant divisional employees will sign-in on the Visitor Sign-in Register. Sign-in will include the date, name, entry time and the location(s) being accessed in the building. Visitors will need to sign-out, indicating their departure time, when leaving the building.

Upon request by Public Health, with direction from their Assistant Superintendent, schools will provide contact information for staff to public health officials when necessary.

Staff Preparedness

George Fitton School administrators will ensure staff preparedness and compliance with public health measures and guidelines by:

- Providing orientation to all current staff members on September 2, 2020.
- Providing orientation to all volunteers, substitute staff, pre-service teachers, itinerant divisional employees, and new staff members by providing and reviewing updated plans upon arrival.
- Orienting staff with the following online tool: Manitoba Health COVID-19 Screening Tool.
- Presenting information and training to staff regarding public health measures.
- Sharing resources to assist staff with teaching students regarding public health measures.

George Fitton School Structure for 2020-2021

Attendance

Students are expected back to school for all programming for the 2020-2021 school year. Regular attendance is required except in the following circumstances:

- *Students may not attend school when they are sick or displaying symptoms of illness. Students who are unable to attend school due to illness will be supported by their classroom teacher.*
- *Students who are medically advised not to return to school due to personal or family health risk factors related to COVID-19 will be supported in remote learning. Parents/caregivers must consult with physicians on the need for an accommodation.*

If remote learning is included as part of their learning plan, students will be expected to fully participate.

In-class learning may be increased or suspended on short notice in response to changing public health advice.

Blended Learning: In-class and Remote Learning Opportunities

Students will be asked to stay home if they display any symptoms and as a result, we are confident there will be higher student absenteeism. Therefore, the need for remote learning remains for students who cannot attend in-class.

- *Teachers will design units and lessons to provide the rich learning experience for in-class learning while designing activities for the critical outcomes in such a way that they can be delivered either in-class or remotely.*
- *Families without internet access can sign out a handheld portable router with restrictions on non-educational sites and applications.*
 - *Families with limited technology can sign out laptops.*

All GF students and families will have access to on-line programming for:

- Math

- Mathletics (or some other Math platform)
- Literacy
 - SIMBI
 - Tumblebooks
- Home communication / work assigned / on-line lessons
 - TEAMS
 - SeeSaw
 - Other forms

We will be limiting the amount of paper being sent out

Recovery Learning and Interventions

George Fitton School staff will work together to assess the need for recovery learning and provide appropriate interventions in literacy and numeracy.

- Classroom transition meetings will identify students requiring further support.
- School Intervention Teams will use assessment data to identify Tier 2 and 3 interventions for targeted students.
- Collaborative Teacher Teams will be focused on recovery learning, outcome prioritization, and program delivery.
- Academic support teachers will work with classroom teachers to provide appropriate programming and interventions for targeted students.
- Interventions involving small groups of students will be provided within the established cohorts or outside of cohorts provided that 2 metres physical distancing is maintained.
- Students new to the division will be screened for gaps in literacy and numeracy.

Supports for Students with Special Needs

Individual programming for students with special learning needs will be provided in the regular classroom as much as possible.

Arrangements will be made for students requiring additional space for their programming.

- A schedule will be created based on student's needs and extra space will be provided.
- All equipment will be cleaned before and after use.

Individualized learning aids or materials will be student specific to avoid sharing of resources, when possible. Sensory items indicated in a student's individual plan will be used under staff supervision and exclusively by the individual child.

Changes to Regular Grade 7/8 Programming

All Grade 7 and 8 students will be enrolled in Art as the Middle Years' Band program is currently paused.

Middle Years' Human Ecology (Home Ec.) and Industrial Arts programs are currently paused.

All Grade 7 and 8 Options programming will be paused. These include: Technology, Leadership, Critical Thinking and/or Indigenous Studies.

Students will participate in Physical Education and Music class, although they will look somewhat different.

Managing Shared Spaces

Gym

- Physical Education will be taught outside when possible.
- In poor weather, classes will be taught in the classroom
- Students will not change for Phys. Ed. Class.
- Open Gym will be paused.

Music Room

- Music classes will take place in individual classrooms.
- Instruments that require blowing into will not be used.
- Singing will not be permitted.

Library

- Library classes will be closed
- Library book selection will occur in classrooms using a mobile lending system.
- Library books will be returned to marked bins in classrooms and will be returned to the library for processing by staff.

Washrooms

- Staff will only permit one student to leave the classroom at a time to use the washroom.
- Students will be instructed to wait outside the washroom if it is occupied.
- Washrooms will be assigned accordingly

Extra Curricular and Off-site Activities

Extra curricular and off-site activities, including sports teams, school clubs and field trips, have an increased level of risk and, therefore, will be limited. Each activity will be assessed on an individual basis ensuring they follow Manitoba's Restoring Safe Schools guidelines. All requests will be reviewed by the principal for approval.

Sharing Equipment and Materials

The use of shared equipment and materials will be avoided. When this is not possible, cleaning and disinfecting protocols will be required before and after use.

- Students will keep their supplies at their desk. Sharing supplies is prohibited. If a student requires a pen or pencil, the teacher will be able to supply them one to keep.
- Any equipment or materials that need to be shared between classes will be sanitized before and after use (including technology, phys. ed. and music equipment, art supplies, and instructional materials). A soft cloth and sanitizing spray will be located in each classroom.
- Items that cannot be easily disinfected should be avoided (such as plush toys, modelling clay, play dough, indoor sand and sensory tables). Children's personal toys should not be brought to school.
- All classrooms will have individualized sets of recess equipment.
- A soft cloth and sanitizing spray will be located at each photocopier.

Procedural Information

Bell Times

Bell times will be adjusted to allow students to enter/exit the school with as little congestion as possible. Students will be required to enter and exit using their designated door only.

Students are expected to leave home as close to their designated bell times as possible.

Students are expected to line up outside and staff members will monitor entrance into the building one class at a time.

Grades 1 - 6

Arrival	Dismissal
8:50 – 9:00	3:35

Grades 7 - 8

Arrival	Dismissal
9:00 – 9:10	3:25

Kindergarten

Arrival	Dismissal
8:50 – 9:00	3:35

****Kinders will not enter school, please check in with teacher and remain outside****

Entrances and Exits

Students will be required to enter and exit using their designated door only.

Physical distancing markings will be placed outside at each door, for each grade level. Students will be expected to line up using the markings until they are brought into the school by a designated staff member.

<i>Door Allocation</i>	<i>Classrooms</i>
A	All Visitors Rm 5, Rm 6 , Rm 13,
B	Rm 14, Rm 15, Rm 16
C	Rm 2, Rm, Rm 4
D	Rm 20, Rm 24 at dismissal time (if necessary)
E	Rm 1, Rm 21, Rm 22
F	Rm 19, Rm 23
G	Rm 24, Rm 26, Rm 27
H	Rm 7, Rm 8, Rm 10

I	Rm 12
J	YMCA / Rm 9
K	Rm 11,

Recess

Each class will have a 15 minute recess in the morning and afternoon, except for Grades 7 & 8.

Recesses will be staggered to avoid congestion on the playground.

Cohorts will have designated areas, referred to as zones, during recess times. Students will be expected to stay in their recess zones. Zones have been allocated in the chart below.

Teachers in each grade level will ensure that students from one class have exited for recess before sending the second class. The same will occur when students are re-entering the building after recess.

Lunch

Lunch will occur each day from 11:45 to 12:45. A lunch schedule has been devised to allow for both adequate supervision and physical distancing, please refer to chart below.

Students are encouraged to go home for lunch if possible. Students that go home for lunch should not come back early as this will not allow for the cohorting of students.

Students who stay for lunch will eat in their classrooms.

There will be no warming up of food, to minimize touching and sharing

The canteen and hot lunch program will be paused until further notice.

Cohort	1st Recess	2nd Recess	Play Area	Inside Lunch	Outside Lunch
Kinder	9 – 9:15	3:05 – 3:20	East Play structure	12:15 – 12:45	11:45 – 12:15
Grade 1	10:30 – 10:45	2:20 – 2:35	East Play structure	11:45 – 12:15	12:15 – 12:45
Grade 2	10:10 – 10:25	2 – 2:15	West Play structure	12:15 – 12:45	11:45 – 12:15
Grade 3	10:30 – 10:45	2:20 – 2:35	West Play structure	11:45 – 12:15	12:15 – 12:45
Grade 4	10:10 – 10:25	2 – 2:15	Soccer Field (lunch time only) Spinners & Pads (recess only)	12:15 – 12:45	11:45 – 12:15
Grade 5 / 6	10:30 – 10:45	2:20 – 2:35	Flett & Martin Recess / Lunch Day 1, 3, 5 Asphalt Pads Day 2, 4, 6 Tables & Spinners Grey & Kingdon Recess / Lunch Day 1, 3, 5 Tables & Spinners Day 2, 4, 6	11:45 – 12:15	12:15 – 12:45

			Asphalt Pads		
Grade 7 / 8	5 min break	5 min break	Pads @ lunchtime	12:15 – 12:45	11:45 – 12:15

Lockers / Personal Belongings

Kindergarten – Grade 3 students will be given a black bag for their outdoor clothing and personal belongings. Students will keep their bags at their desk area in the classroom or in their cubbies.

Students in Grades 4 – 8 will be assigned lockers to hold their personal belonging. Students will not be permitted to share lockers. In the event that there are not enough lockers, students will be provided with a black bag that will be kept at their desk area in the classroom.

Classroom Configurations

Classrooms will not be as functional or aesthetically pleasing as in the past, but safety is our priority. It is our goal to create a classroom setting that provides for 2 metre of distance between students while at their desks.

Student and Staff Wellness

Mental Health and Well-being of Students

Many students will have experienced mental health challenges that will require various interventions and supports. During the first weeks of school, school teams will connect with students and families in order to promote and support our students' health and well-being.

- BSD is taking a multi-disciplinary approach and working with community support agencies (Mental Health, Law Enforcement, Child Protection) to share information and match resources to minimize the overall impact of returning to schools.
- [The North American Center for Threat Assessment and Trauma Response Guidelines for Re-entry](#) into the School Setting document includes the following resources:
 - Refer to the chart: Family Dynamics (page 27). Consult with counsellor, social worker, or psychologist beforehand.
 - Refer to the process: Assessing the Social-Emotional and Traumatic Impact of the Pandemic on the Community (pages 16 & 17). Review with the school's team.
- All staff members will complete Respect in School training.
- VTRA protocols already exists in BSD schools.
- Universal social-emotional learning curriculum will continue to be offered via classroom instruction, online classroom presentations, pre-recorded sessions.
- Student Services teams are available for consultation with staff members about their student concerns and referral to external community supports if required.
- Transition planning protocols exist in BSD and the processes have been completed (grade to grade and student specific) to ease school re-entry and help maintain a flow to education that has been disrupted by the pandemic.
- Teachers will utilize Social Emotional Learning and Behaviour Intervention Plans.

- Schools will communicate with parents about plans for safety and health measurements that the school will be implementing so that they can talk with their children about what to expect. Staff and parents will educate students about COVID, maintaining social distancing, proper handwashing, etc.
- Staff recognize that children and youth may have mental health conditions, such as anxiety, depression, or substance abuse, which may have been exacerbated by social distancing, including school closure, and may experience symptom escalation on return to school.
- The staff will monitor every student to ensure they are feeling comfortable in school and check for behaviours that are outside the normal baseline. Schools will provide mental health and social emotional support to any student requiring assistance through the following:
 - Make referrals to school counsellors or social workers, if needed.
 - Understand that stressed brains cannot learn, therefore, flexibility may be needed for students to utilize the support of the school counsellor or social worker during class time.
 - Identify the best way to provide services, including in-person or online, to delay services, or to connect with community services.
 - Access mental health support services adapted for diverse groups and at-risk populations, if needed.
- Address known sources of distress and extend flexibility when making decisions regarding special education programming, school registrations, or other specific educational programming in the absence to the usual sources of information, including school visits and meetings.
- Provide opportunities for early identification of learning needs and academic support to ensure that children neither become overwhelmed nor bored in the school setting, as these are frequent antecedents to school refusal and mental health problems.
- Refer to <https://www.sickkids.ca/PDFs/About-SickKids/81407-COVID19-Recommendations-for-School-Reopening-SickKids.pdf>
- Flexibility in program and/or school enrollment should be provided for children and youth who have transitioned to a new program or school for the 2020-2021 school year.
- Strategies to support the mental health and well-being of students should be documented using a student specific plan in Clevr.

Additional Contacts/Resources:

- [Kids Help Phone](#) 1-800-668-6868 or text Connect To 686868.
- Health Links at 1-888-315-9257
- First Nations and Inuit Hope for Wellness Helpline 1-855-242-3310
- Social Story - <https://www.flipsnack.com/KeshetChicago/coronavirus-social-story/full-view.html>
- A comprehensive list of suggested mental health resources for students, educators, and families can be found in the [Well-Being and Mental Health Resources](#) document. Also available is contact information for the [Youth Quaranteen Support Line](#)
- Shared Health Manitoba has posted a COVID-19 bulletin, providing information on child and adolescent mental health services and youth addiction services through the [Manitoba Adolescent Treatment Centre \(MATC\)](#). In Brandon, refer to [Children's Adolescent Treatment Centre](#)
- AbilitiCBT is a new virtual therapy program that is now available to Manitobans aged 16 and older. This digital program provides mental health support to those struggling with mild to moderate anxiety due to

COVID-19. The program is accessible from home and can be found the [Mental Health Virtual Therapy Program](#)

Mental Health and Well-being of Staff

School leaders will continue to promote staff well-being and to develop a positive sense of community among staff before students return, using the following resources/strategies:

- BSD has participated in training from the North American Center for Threat Assessment and Trauma Response Guidelines for Re-entry into the School Setting. The training provided the in-depth practical understanding to help prepare school personnel for re-entry into the school community, emphasizing the social and emotional well-being for students and staff.
- From the [Guidelines for Re-entry into the School Setting During the Pandemic](#) refer to pages 11 and 12 Stage 2, 3, & 4 and the Coronavirus Impact Scale on Page 19.
- Provide opportunity for collaboration and storytelling from the adults as this helps to make decisions around the social-emotional and traumatic impact on students and adults.
- Revisit the [Psychological First Aid \(PFA\) for Schools, Teachers, and Students](#) document.
- Provide staff with information about trauma-informed learning with the support of the school social worker or psychologist.
- Kevin Cameron's webinar with Division staff will be available for viewing from August 31 to September 7, 2020.
- September 2, 2020 Q&A with Kevin Cameron for school leaders, clinicians and student services.

School leaders will make staff aware of resources/supports/PD available:

- [Care for Your Mental Health](#)
- [AbilitiCBT](#)
- [Mental Health Virtual Therapy Program](#)
- [LifeSpeak](#) app
- [Government of Canada](#)
- [Mental Health Commission of Canada](#)
- [The Working Mind COVID-19 Self-care & Resilience Guide](#)
- [National Association of Social Workers – Self-Care During the Coronavirus Pandemic](#)
- Staff will be supported through the Employee Assistance Program (EAP). This service provides support to employees in multiple areas of life.
- Staff will be supported to participate in online PD opportunities to be arranged in collaboration with the school principal. Suggested PD opportunities include the following:
 - Jody Carrington's online course [How to Connect with Kids These Days](#).
 - Psychological First Aid (PFA) – Canadian Mental Health Association [Online Course](#)

Self Monitoring for COVID-19 Symptoms

1. Do you have any of the following symptoms?

- Severe difficulty breathing
- Chest pain
- Confusion
- Extreme drowsiness
- Loss of consciousness

2. Do you have shortness of breath at rest or difficulty breathing when lying down?

3. Do you have a new onset of any of the following symptoms?

- Fever / chills
- Cough
- Sore throat / hoarse voice
- Shortness of breath
- Loss of taste or smell
- Vomiting or diarrhea for more than 24 hours

4. Do you have a new onset of two or more of the following symptoms?

- Runny nose
- Muscle aches
- Fatigue
- Conjunctivitis / pink eye
- Headache
- Skin rash of unknown cause
- Nausea
- Loss of appetite

5. Have you been in contact over the last 14 days with someone that is confirmed to have COVID-19?

6. Have you had laboratory exposure while working directly with specimens known to contain COVID-19?

7. Have you been in a setting in the last 14 days that has been identified by Public Health as a risk for acquiring COVID-19, such as on a flight, at a workplace with a cluster of cases or at an event?

8. Have you travelled outside of Manitoba in the last 14 days, excluding travel to Western Canada, Territories, or Ontario west of Terrace Bay?

If the answer is 'yes' to any of the above questions, the person will not be permitted to enter the building.

Additional information about COVID-19 can be found at the following link:

<https://www.manitoba.ca/covid19/updates/about.html>

Public Health Measures: Resources and Training Videos

Screening Protocols

- Checklists:
 - <https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/schools-childcare/Daily-Home-Screening-for-Students-Checklist-ACTIVE-rev5A.pdf>
 - <https://www.alberta.ca/assets/documents/edc-covid-19-screening-questionnaire-english.pdf>
 - <https://www.ccohs.ca/images/products/pandemiccovid19/pdf/covid-screen-tool.pdf>
- Posters:
 - https://www.gov.mb.ca/asset_library/en/coronavirus/COVID-19-poster-1.pdf
 - <https://sharedhealthmb.ca/files/covid-19-get-tested-fact-sheet-eng.pdf>

Physical Distancing

- Posters:
 - https://www.gov.mb.ca/asset_library/en/covid/socialdistancinginfographic.pdf
 - <https://sharedhealthmb.ca/files/precuations-1.jpg>
- Videos:
 - <https://vimeo.com/410839966>

Hand Hygiene

- Posters:
 - <https://www.gov.mb.ca/fs/childcare/resources/pubs/posters.pdf>
 - <https://sharedhealthmb.ca/files/hand-hygiene-wash.pdf>
- Videos:
 - <https://www.canada.ca/en/public-health/services/video/covid-19-hand-washing.html>
 - <https://www.youtube.com/watch?v=lisgnbMfKvI>
 - <https://vimeo.com/415028939>
- Described Videos:
 - <https://www.canada.ca/en/public-health/services/video/covid-19-hand-washing-heroes-dv.html>

Respiratory Etiquette

- Posters:
 - <https://www.gov.mb.ca/health/publichealth/cdc/docs/ipc/cough.pdf>
 - <https://sharedhealthmb.ca/files/precautions-2.jpg>
 - <https://www.gov.mb.ca/fs/childcare/resources/pubs/posters.pdf>
- Videos:
 - <https://www.canada.ca/en/public-health/services/video/covid-19-kids-hygiene.html>

Personal Protective Equipment

- Posters:
 - <https://sharedhealthmb.ca/files/covid-19-ppe-wearing-it-right.pdf>
- Instructions:
 - https://portal.bsd.ca/Groups/WorkplaceSafetyHealth/Documents/BSD2%20COVID19_EyeFacialProtectionDisinfection.pdf
 - <https://portal.bsd.ca/Groups/WorkplaceSafetyHealth/Documents/New%20extended-use-of-face-masks%20%28002%29.pdf>
- Videos:
 - https://www.youtube.com/watch?time_continue=1&v=ciUniZGD4tY&feature=emb_logo
 - <https://www.youtube.com/watch?v=JwPWdkbyizw>
 - <https://www.youtube.com/watch?v=B5ew8020fwc&feature=youtu.be>
 - <https://www.youtube.com/watch?v=Lly8DjGcvDM&feature=youtu.be>
 - <https://www.youtube.com/embed/TSp4eUApgsU?rel=0>
 - <https://www.youtube.com/watch?v=lgaKLpSxQag>

Cleaning and Disinfecting

- Posters:
 - <https://www.gov.mb.ca/fs/childcare/resources/pubs/posters.pdf>

Welcoming Students Back

- Videos:
 - <https://www.youtube.com/watch?v=GLaj98wmgRc&feature=youtu.be>
 - <https://www.youtube.com/watch?v=CwYmS-P3Nn0&feature=youtu.be>
 - <https://www.youtube.com/watch?v=RGNi0mEmwpl> (please note: we will not be taking student temperatures as described in this video)
 - https://www.youtube.com/watch?time_continue=30&v=8c_UJwLq8PI&feature=emb_logo

School Map