

Alexander School
Critical Red Response Plan

Public Health Orders & Workplace Safety and Health:

All staff will receive orientation on the most current Public Health Orders and Workplace Safety and Health measures. These will be reviewed as new orders/measures arise and on a regular monthly basis during staff meetings. Staff will provide age-appropriate instruction and guided practice to students.

Please refer to the Divisional Plan for more details on Public Health Measures and Workplace Safety and Health.

Please note: Masks are mandatory for staff and students in grades 4 and up when 2 metres of physical distance is not possible. All students in a grade 3-4 multi-age class will be required to wear a mask. Staff who move across cohorts are required to wear a medical grade mask.

Sanitation/Hygiene Protocols:

Cleaning and Disinfecting

Increased frequency of cleaning, disinfecting, and sanitizing—particularly on high-touch surfaces and in common/shared areas will be completed.

- Disinfect commonly touched surfaces (e.g., doorknobs, light switches, electronic devices including photocopiers, printers, laptops, keyboards, mice monitors and touchscreens, chairs, desks, art supplies, toys, games, gym equipment, tools, and equipment) frequently—at least twice daily, or more often as needed.
- Increase monitoring of hand-cleaning supplies to ensure an ample supply at all sinks in washrooms, classrooms, and the kitchen area.
- Ensure washrooms and lunchrooms are cleaned/disinfected frequently (at least twice daily, and more often as needed) and stagger use. Cohorts will have scheduled times to use the washroom to reduce congestion.
- The water fountain will be turned off. The water bottle filling station will remain functional.
- Ensure there is enhanced cleaning of bus seats and other high-touch surfaces (e.g., windows, railings) before each new group of students attends the bus.

Hygiene Practices

Handwashing with soap and water for at least 20 seconds is the recommended hand hygiene practice. Students and staff must engage in frequent hand hygiene, including but not limited to the following times:

- 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
- before and after preparing food
- before 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
- before and after putting on and taking off a mask
- before and after being on a bus
- after cleaning tasks (staff)

In addition to hand washing, alcohol-based sanitizer will be available at all building access points and throughout the facility. Signage will be posted in highly visible areas to remind staff and children to perform proper hand hygiene.

School staff will encourage, instruct, and supervise hand hygiene with children. Respiratory etiquette will also be modelled, taught, and reinforced regularly. This includes coughing and sneezing into a tissue or sleeve, as well as properly and promptly disposing of any used tissues and exercising proper hand hygiene. Personal items (e.g., hats, hair accessories, lip balm, food/drinks) should not be shared. Avoid touching one's mouth, nose, or eyes, and encourage children to do the same.

Student & Staff Screening Protocols:

Screening

Screening for symptoms is critical to identify any potential cases of COVID-19 as quickly as possible before exposure to others. If someone is unsure whether they or their child should be tested and self-isolate, they should be directed to the COVID-19 Screening Tool at <https://sharedhealthmb.ca/covid19/screening-tool/>.

All screening that identifies suspected cases of COVID-19 should be referred to Health Links – Info Santé at 204-788-8200 or 1-888-315-9257.

Symptom and exposure screening must occur at the start of each day.

- Staff must self-monitor daily for signs and symptoms of COVID-19. Staff who have any symptoms of COVID-19 must stay home, isolate, and be excluded from work. Schools must

maintain records of staff absenteeism.

- **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. Schools can also support children with self-screening upon arrival at school.

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

A student or staff member who meets any of the exclusion criteria will not be admitted to the school and will be 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 should exercise judgment based on the symptoms but, when in doubt, err on the side of caution by excluding the child and advising the parent/caregiver to contact Health Links – Info Santé or their health care provider.

Routine screening or monitoring of temperatures with a thermometer or other device to assess for fever is not recommended. Normal temperatures can be variable throughout the day and can be different between individuals. It is recommended that parents and staff focus on monitoring for symptoms of COVID-19, as outlined in the Screening Tool and poster at <https://sharedhealthmb.ca/covid19/screening-tool>.

Screening Protocols

Screening protocols are in place for all persons entering schools (i.e. students, staff, visitors).

- Screening information will be posted at all authorized points of entry.
 - <https://www.gov.mb.ca/covid19/updates/resources.html#posters>
- The Division will minimize visitors and volunteers at school facilities.
- The Division shall suspend community use of schools with the exception of childcare centres operating in schools.

Student Screening and Self-Assessment

Students must be in good health to attend school. Before leaving for school parents/guardians are to use the [Manitoba Health COVID-19 Screening Tool](#) using the following guidelines:

- If a student shows any COVID-19 symptoms they should remain at home.
- If a person in the household has been diagnosed with COVID-19, is in close contact with anyone diagnosed with COVID-19, or if anyone in the household has travelled outside

Manitoba in the previous 14 days (outside of areas excluded by public health orders, which currently exclude locations in Western Canada, the territories, and Ontario west of Terrace Bay), they are required to consult with Health Links and may be required to self-isolate prior to attending school.

- **NO** COVID-19 related screening (including physical examination, temperature taking, etc.) is to be conducted by employees of the School Division on students, staff, or visitors entering a public school facility.
- Staff may be required to assist a student with self-screening if the child requests it or discloses that the parent/guardian was not able to conduct a screening that day. Otherwise, staff are not to screen any students.

Family Backup Planning:

It is imperative that families have established backup plans in the event that their child becomes sick while at school and must be picked up immediately or if Public Health orders change and education shifts to blended or remote learning. Please ensure your child's emergency contact information is current for both the main office and their classroom teacher. In addition, please consider backup plans in case education shifts to blended or remote learning.

What Happens if a Child Exhibits Symptoms?

If a child develops symptoms while at school, the child will be isolated in the **Guidance Office/Speech Room**. If this room is not immediately available, the child needs to be kept at least two metres or six feet away from other children and staff. A medical mask will be provided to be worn by the sick child (over two years of age only), unless there are safety issues that prevent the student from wearing a mask.

The parent should be notified to come and pick up the child immediately. Parents or caregivers must pick up their child as soon as possible if they are notified their child is ill.

Ask the parent or guardian to contact Health Links – Info Santé (204-788-8200 or 1-888- 315-9257) or the child's health care provider for direction, if required.

If the child is young and requires close contact and care while isolated, caregivers can continue to care for the child until the parent is able to pick up the child. Caregivers should be mindful of hand hygiene and avoid contact with the respiratory secretions of the child. A medical mask will be worn by the staff person caring for the child.

If a parent/caregiver is unreachable to pick up a sick child, school staff should keep the child isolated in a separate room until the parent or caregiver arrives. If the medical condition requires urgent assessment, or if the parent cannot be located, they should follow standard procedures. Anyone in close contact with the child while waiting should wear personal

protective equipment, including a medical mask. Once the student is picked up, the staff member should practice diligent hand hygiene.

Additional environmental cleaning will be required. The custodian will follow the Sick/Isolation Rooms Disinfecting Procedures once the child has been picked up. The custodian will also focus on high-touch areas where the child spent time.

A sick child can return to the school once it has been determined that it is safe to do so by their health care provider or public health. If that child has a positive test, further direction will be provided by public health. Public health typically follows up with contacts of cases within 24 to 48 hours of receipt of the laboratory report.

Support Networks:

Our school specific support teachers consist of Resource Teacher, Guidance Counsellor, Social Worker, and School Psychologist.

Mental Health and Well-being of Students

Many students will have experienced mental health challenges that will require various interventions and supports. The school team will connect with students and families in order to promote and support our students' health and well-being, as well as address concerns.

Mental Health and Well-being of Staff

School leaders will continue to promote staff well-being 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.](#)

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](#)

Protocols for Sharing Equipment & Materials:

When equipment and materials are deemed essential to student learning, proper sanitary measures will occur to ensure safety. Students will be asked to wash/sanitize their hands before and after using the equipment/materials. Equipment and materials will be disinfected between each use. Equipment and materials will be designated to individual students if possible or limited for use within the established cohorts.

Plan for other Learning Models:

If learning is moved to a blended learning or remote learning model, students may continue to receive instruction via paper work packages, online conferencing, and/or recorded lessons with follow up independent work and opportunities for teacher assistance. Please ensure you review and complete all requests from the classroom teacher (ensure contact information is current, setting up your family’s Seesaw account, practice logging into Teams, etc.).

Blended Learning

- Students will be asked to stay home if they display any symptoms and will need to work remotely from home if they feel well enough to do so.
- Units and lessons will be designed to provide the rich learning experiences for in-class learning while as well as activities for the critical outcomes that can be delivered 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 computers.

Technology Learning

- Computer equipment may be lent to support students “Remote Learning”. In some situations, internet access may also be provided to families currently without access.
- Staff and students will continue to use tools such as Office 365 and TEAMS for supporting class communications and assignments to support remote learning.
- The application SEESAW has been introduced for elementary schools as a supported platform for student and parent communication.

Expectations for Attendance:

Expectations for In-class Attendance and/or Participation in Remote Learning

- Unless an underlying health condition prevents a student from being at school, regular attendance is required for both in-person learning and remote learning.
- If remote learning is included as part of their learning plan, students will be expected to attend and participate by completing and submitting assignments.
- Students who are unable to return to school due to personal or family health risks factors related to COVID-19 will be supported in remote learning.
- Students may not attend school when sick or displaying symptoms of illness.
- In-class learning may be increased or suspended on short notice in response to changing public health advice.

Students Refusing to Return to School

- Daily attendance will be recorded and follow up calls will be made to students who are absent.
- Psychological First Aid will be provided for students and parents, if needed.
- Appropriate interventions and adaptations may be implemented using a Student Specific Plan on clevr.
- Data will be collected to identify students at-risk due to the pandemic or family circumstances.

Transportation:

Requests to be considered for transportation during the Critical Red Response will be collected at the school level and brought forth to the Transportation department. Transportation is not guaranteed in the Critical Red Level Response.

Expectations for Regular & Special Needs Programming:

Learning Plans Kindergarten – Grade 6

The school will only be open for students to attend in-person classes if their parents are Critical Service Workers (CSWs) as outlined by the provincial documents.

Students attending in-person will follow previously established COVID-19 school routines and protocols (maintaining 2 metres of space, grades 4 and up must wear a mask, staggered entry/exit, recess zones, practice proper hand hygiene, etc.).

Learning Plans Grade 7-8

All students in grades seven and eight will remain at home and engage in remote learning via Teams. School computers can be loaned out to support at-home learning.

Supports for Students with Exceptional Learning Needs

There are unique challenges experienced by students with special learning needs during this time and additional supports may be required. This includes

- considering changes in the school environment and/or remote learning needs when reviewing and updating Individual Education Plans (IEPs)
- creating congregated classrooms as a temporary COVID-19 response measure for students' special learning needs in order to offer regular, everyday timetabling
- considering additional planning for students with special learning needs to support a smoother transition to school
- safely supporting the return of medically fragile students by consulting with local public health authorities on any new risk factors for the student, implementing staff training, and potentially continuing remote learning where return is not possible
- accommodating the needs of students who require significant personal support, including considering options for personal protective equipment for both staff and students (please refer to [Guidelines on Supporting Students Who Require Interventions or Supports that Cannot be Delivered from a Distance](#))
- considering alternate attendance options for students, depending on their needs

Manitoba Education continues to work with the Department of Families and education stakeholders to further develop guidance and support for students with special needs and students at risk. For more information, please visit:

<https://www.edu.gov.mb.ca/k12/covid/support/rssn.html>

Utilization of Staff:

Staff will be re-assigned to instruct in-person classes, remote learning classes, and hybrid classes as discussed and determined by all staff members. Specialist teachers and Education Assistants will be re-assigned to collaborate, teach, and assist where needed.

Physical Education will be taught outside as often as possible for those attending in-person. Students in grades 4 and up must wear a mask during gym class. Students learning remotely at home will receive some Physical and Health Education programming to complete at home.

Music will be taught in the students' home classroom for those attending in-person. Students learning remote at home will receive some Music programming to complete at home.

Classroom Configurations:

Students attending in-person will be re-grouped within their established cohorts to create in-person classes. Remote Learning students will also be re-grouped to create remote learning classes. Teachers will collaborate to ensure each class is receiving similar programming.

Gr. K-2 In-Person at School Class – 1 Teacher

Gr. K-2 Remote Learning at Home – 1 Teacher

Gr. 3-4 Hybrid Class (in-person and remote) – 1 Teacher

Gr. 4-5 Hybrid Class (in-person and remote) – 1 Teacher

Gr. 5-6 In-Person at School Class – 1 Teacher

Gr. 5-6 Remote Learning at Home Class – 1 Teacher

Gr. 7-8 Remote Learning at Home Class – 1 Teacher

Expectations for Lockers/Schedules/Bells/Recess/Lunch:

All students will be placed in three cohorts during the entirety of the school day. Each cohort will have less than 75 people in it. Cohorts will share similar schedules including recess and lunch. Washroom passes will be used to limit the number of students in the washrooms at a time. The water fountains will not be available. The water bottle filling station will still be accessible.

Cohort #1 – Kindergarten, Grade 1, Grade 2 – will enter and exit through North Doors

Cohort #2 – Grade 3, Grade 4, Grade 5 (half) – will enter and exit through Main Office Doors

Cohort #3 – Grade 5 (half), Grade 6 (half), Grade 7 (half), Grade 8 – will enter and exit through South Doors. Students in the Grade 6-7 Classroom located in the portable will use the portable doors.

All three cohorts will share the same recess and lunch break times. However, each cohort will exit/enter through different doors. In addition, each cohort will be assigned to separate sections of the playground and must stay within their designated zone.

Upon arriving at school, or entering the building at the end of recess, classes will line up outside in clearly marked locations with physical distancing. Teachers will come get their class and enter the school one group at a time to reduce hallway congestion. The same will be applied for dismissal and exiting the building for recess.

Recess/Breaks

Public health advises that playgrounds and play structures are low risk for transmission. There are no specific requirements for cleaning play structures.

- schedule outdoor play to maintain cohorts of children and staff;
- maintain separate containers of equipment for each class or cohort, and clean between recess periods;
- mark zones, manage group sizes, and avoid contact among groups;
- ensure handwashing or hand hygiene is performed before and after recess; and
- ensure crossing guards receive additional information about how to physically distance while performing their duties.

Non-medical masks can be removed during outdoor play to provide a mask-free break.

Students must bring their own lunches, or provided lunches must be individually wrapped in disposable containers. If weather permits, lunch breaks may be held outside. Schools can continue to offer breakfast and lunch programs with necessary adjustments to ensure health guidelines are in place. No family-style, buffet, or potluck meal service is permitted at this time.

The Parent Council Lunch Program will not be heating up lunches or selling food items until further notice.

Extra Curricular & Off-Site Activities:

All extra-curricular and off-site activities will be paused at this time. Our focus will be on educating the students remotely at home effectively and in their classrooms safely. As the year progress, opportunities for these activities will be re-evaluated.