



# St. John Brebeuf School

## Manitoba's Restoring Safe Schools

Re-opening Plan for the 2020/21 School Year

Last Updated: August 24, 2020

St. John Brebeuf School is pleased to welcome back its students on a full time basis as of Tuesday, September 8<sup>th</sup>, 2020.

The current mandate from the province is that all students return to school for in class learning. There is currently no remote learning option for students, unless in exceptional circumstances for a student with a verified medical condition that prevents school attendance.

In all aspects of this reopening plan, the school has followed current mandates set forth by the provincial government, public health, and the department of education. This plan has been formulated by the school pandemic response committee, comprised of school administration, staff, and medical and public health professionals from within our community.

Having been fortunate enough to welcome our students back on a limited basis in June, we were afforded the opportunity to practice some of the guidelines now being implemented as part of our full return.

For the most up to date government information regarding schools, please [click here](#). Our school website also has many useful links for parents accessed from the COVID-19 tab on the [homepage](#).

Based on current mandates, the main objectives of this plan are:

- Screening of students and staff. It is imperative that those displaying symptoms stay home.
- Physical distancing. One meter of distancing is to be maintained between students and staff within their cohorts of up to 75 persons.
- Frequent handwashing/handsanitizing, and the mandatory use of masks for students in grades four through eight.

This plan is subject to change based on new information and mandates that occur as the school year unfolds. Any changes will be communicated to the parent community promptly via email.



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## Welcoming Students and Families Back

### General

- Students in grades one through eight will start back full time as of September 8<sup>th</sup>.
- Triad meetings are cancelled. September 8<sup>th</sup> will be a full day of school.
- Whole class zoom meetings for students and parents will be scheduled on Friday, September 4<sup>th</sup>, in lieu of triads.
- Students in kindergarten will follow their own schedule for the week of September 8<sup>th</sup> – 11<sup>th</sup>, as communicated by their classroom teachers.

### Attendance

- Entry into the school by any party is not permitted in the following circumstances:
  - symptoms suggestive of COVID-19 are being experienced
  - travel outside Manitoba in the previous 14 days, in accordance with public health orders
  - close contacts of a confirmed case of COVID-19
  - awaiting a COVID-19 test result
- Please notify the school of absences at [schooloffice@sjbcommunity.ca](mailto:schooloffice@sjbcommunity.ca).
- Classroom teachers will support the development and provision of at-home learning packages for students who are home due to illness.
- Staff must remain home if ill. In planning for higher staff absenteeism, classroom teachers will be replaced by specialist teachers, school administrators, and educational assistants before a substitute is engaged, in order to limit new personnel in the building.

### Screening

- Parents must screen their children daily for symptoms of COVID-19 before bringing them to school, using either the [provincial tool](#) or the [school version](#).
- Students will not be screened upon arrival at school, however staff will be vigilant in monitoring students for symptoms during the school day.
- If a student becomes symptomatic, they will be isolated in designated sick rooms. All students who are symptomatic, regardless of grade level, will be provided with a medical mask. Parents will be contacted immediately and must have arrangements in place to have children picked up promptly when ill.
- In the case of a positive COVID-19 case within the school community, the school will comply with public health and their recommendations. It is the responsibility of public health to coordinate the response and lead communications regarding active cases. Public health will determine the need for further testing within the



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community, the need to self-isolate or self-monitor, and when staff or students may return to school.

## Physical Distancing

- Students have been divided according to grade level into cohorts of up to 75 persons.
- A meter of distance between students and staff within cohorts will be observed at all times.
- Cohorts have designated doors for entering and exiting the building. Please see section on arriving and departing.
- Students will remain in their classrooms for most of the day, with the exception of P.E. class and recess, both outdoors.
- Specialist classes and lunch will take place in the classroom.
- Recesses will be staggered by cohorts.
- Parents are not permitted in the building at this time. All business with the school office, teacher, administration, etc., must be conducted via telephone or email.
- Items such as forms and cheques required by the school should be sent in student folders.
- Visitors are not permitted in the building at this time.
- In exceptional circumstances when parents and visitors need to enter the building, they must secure prior approval, self-screen, and wear a mask.
- All school bathrooms will be limited in use to one student at a time.

## Masks

- Masks are mandatory for all students in grades four through eight.
- It is the responsibility of parents to provide masks for their children. The recommendation is two masks per day per child. Click [here](#) for guidance on masks.
- Students in lower grades are invited to wear a mask.
- There will be times during the school day when masks will not be worn, such as recess and during lunch. Parents wishing their children to remain masked during these times should communicate this to the classroom teacher.
- It is imperative that parents practice the wearing of masks with their children before the start of school. This includes [proper donning and doffing](#), and time wearing the mask at home so children are used to them before entering the school environment.
- All staff will wear masks.



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## Hand Hygiene

- Staff and students will engage in frequent hand hygiene, including at the following times:
  - the start of the day and before going home
  - before and after recess
  - after going to the washroom
  - before eating or drinking
  - after getting hands dirty
  - after wiping nose or handling dirty tissues
  - after coughing, sneezing, or blowing nose
  - before and after putting on and taking off a mask
  - after cleaning tasks (staff)

## Arriving and Departing

- Parents must make timely arrangements to ensure their children are dropped off and picked up at the designated time.
- The school grounds are closed for student play before and after school.
- Parents are to refrain from congregating on school grounds. Only students in kindergarten through grade two can be accompanied by an adult onto school grounds.
- School personnel will be present on the school grounds before and after school to ensure compliance with the above items, and assist students in appropriate physical distancing.
- All students and staff must sanitize their hands every time they enter the school. Stations will be set up at all entrances.

### *Kindergarten*

- The kindergarten school day will run from 9am – 3pm.
- Kindergarten students will enter through the north (playground) doors. They should line up using the physical distance markers on the ground.
- One parent can accompany kindergarten students onto the playground and wait with them while physically distancing until the student enters the building.
- Kindergarten students will be dismissed through the same north (playground doors).

### *Grades One through Eight- Arrival*

- The grade one through eight school day will start at 8:40am.
- Students can be dropped off at any time between 8:20am and 8:40am. Due to the number of doors we do not need to stagger entrance times. **See chart below.**



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- Once dropped off, students must proceed directly to their designated door and enter the building immediately.
- If there are multiple students entering at the same time, students should line up on physical distancing markers and wait their turn to enter.
- One parent of students in grades one and two may accompany their child onto the playground until their child has entered the school.
- Students in grades three through eight should enter the schoolyard unaccompanied by an adult.
- Once inside, students proceed directly to their classrooms and get ready for the school day.

## *Grades One through Eight- Departure*

- Students will be dismissed through the same doors they entered through.
- Departure times will be staggered. **See chart below.**
- Students must leave school grounds promptly. Siblings with different dismissal times must go directly to their vehicle and wait for other siblings inside the vehicle.

Class	Arrival & Departure Doors	Arrival Time	Departure Time
K	North (playground) doors	9:00 am	3:00pm
1W	North (playground) doors	Drop off between 8:20am and 8:40am	3:10pm
2M	North (playground) doors		3:10pm
3B	North (playground) doors		3:10pm
3K	West (parking lot) doors		3:20pm
4C	West (parking lot) doors		3:20pm
5I	West (parking lot) doors		3:20pm
5M	Main (Renfrew Street) doors		3:10pm
6S	Main (Renfrew Street) doors		3:10pm
7B	Gym doors (located on south side of building off John Brebeuf Place)		3:20pm
8T	Gym doors (located on south side of building off John Brebeuf Place)		3:20pm



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## Before and After School Care

- The BASC program constitutes its own cohort and therefore can operate starting September 8<sup>th</sup>.
- BASC opens at 7:30 each morning, and ends at 5:30 after school.
- BASC will operate out of the school gymnasium.
- One meter of physical distancing will be observed by students and staff in BASC.
- The BASC doors will be the main (Renfrew) school doors.
- One parent may enter the school in order to sign their child in and out of the program, but only as far as the school foyer. This parent must self-screen, wear a mask, and sanitize hands upon entry.
- Only one parent at a time allowed in the building for BASC pick up/drop off. If another parent is ahead of you, please wait outside the doors and physically distance according to markers.
- Students in grades four through eight will wear masks during BASC. Younger students are invited to wear masks during BASC.
- Snacks will be prepackaged and given directly to students by supervisors.

## Role of Parents

- Parents and caregivers share responsibility with the school in ensuring a safe environment for our students. Please familiarize yourself with current provincial [public health measures](#) and the steps your family can take to minimize your personal risk of COVID.
- Parents are expected to:
  - Read the school's re-opening plan thoroughly.
  - Reinforce hand hygiene and physical distancing with children frequently.
  - Practice mask wearing with children in the home before the commencement of school.
  - Ensure masks are [properly cared for and cleaned](#).
  - Understand that in school learning is mandatory, unless medically advised under exceptional circumstances.
  - Screen children daily for COVID-19 symptoms.
  - Keep children home if they have any symptoms.
  - Make preparations to have children picked up promptly if symptoms emerge while at school. Ensure contact info for parents and emergency contacts is up to date at all times.
  - Refrain from congregating on school grounds.
  - Refrain from entering the school.



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- Talk to your children about changes they may expect at school, and reassure them school is a safe place.
- Carefully consider your child's participation in activities outside of school. Please view this [helpful infographic](#).

## Building/Operational Preparedness

### General

- Physical distancing markers will be located at all school entrances.
- Hand sanitizing stations are set up at all entrances.
- School hallway is divided in half with directional arrows on each side.
- Physical distancing markers are located outside the school office, bathrooms, and throughout the hallway.
- Signage on physical distancing and handwashing visible at entrances and throughout school.

### Classrooms

- All classrooms are equipped with hand sanitizer. Students will be prompted to sanitize hands frequently.
- All students will be seated with 1 meter of distancing from other students.
- For early years' classrooms, additional seating has been acquired, and plexiglass partitions have been ordered for tables as an extra precaution.
- All non-essential furniture has been cleared out of classrooms to facilitate physical distancing.
- School supplies and workbooks will be kept at individual student stations as much as possible to minimize movement around the classroom.
- Middle years' classrooms have individual desks that will be spaced with one meter distancing.
- In classrooms where a meter distance cannot be observed, overflow areas in the school such as the French room and gymnasium may be used.

### Specialist Classes

- French will take place in the classroom.
- Music will take place in the classroom. Singing and the use of instruments suspended until further notice.
- Computer will take place in the classroom. Ipad carts will be thoroughly disinfected between classes. Computer classes will be staggered to allow time for disinfecting.



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- Phys. Ed will take place outdoors for the fall. Equipment will not be used at the start of the year. Students will not change for Phys. Ed. In inclement weather P.E. will take place in the classroom with a focus on health. The Phys. Ed program will be reviewed regularly and any updates to this plan will be communicated.
- Students requiring Resource will be seen on a one on one basis. Student areas will be thoroughly disinfected between students.
- Students will travel to the library once per cycle. Books will be available for check out. Books will not be returned to shelves for at least 96 hours upon return to ensure they are not contaminated. Physical distancing will be observed in the library.

## Cleaning and Disinfecting

- Increased cleaning and disinfecting regimen.
- More frequent cleaning of washrooms, four times daily.
- Doors will be set open where possible to minimize contact with handles.
- High touch surfaces will be cleaned multiple times daily, by both cleaning staff and classroom staff.

## Ventilation

- HVAC units have just been serviced and are in good working order
- Servicing will be increased from quarterly to every two months, including filter changes
- Set to continually bring in a minimum of 20% fresh air at all times
- HVAC company is on call to deal immediately with any issues should they arise
- Windows in classrooms will be open, as conditions permit

## Miscellaneous

- Only touchless water fountains that allow students to fill water bottles will be used. Students must bring their water bottle back and forth daily to allow for cleaning at home. Please send the water bottle back filled in the morning to alleviate trips to the fountain.
- Microwaves will not be available at lunch. No food that requires heating please.
- Hot lunch and the milk program are currently under review and will start up according to public health requirements.
- Individual school supplies have been ordered for all students this year, instead of the communal supplies that are normally purchased.
- Assemblies, Mass with the School, field trips, and extra-curriculars are all suspended until further notice.
- Recess and Phys. Ed equipment will not be used until further notice.





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- Any students joining us from out of province, or those who have travelled out of province, must observe 14 days of isolation before attending school, in keeping with [public health orders](#).

## Learning Preparedness

- Students will need an opportunity to adjust to new school routines and expectations. Students had varying participation levels in remote learning. All students will be assessed upon re-entry into school in September, and achievement and learning gaps that may exist will be addressed.
- Recovery learning is a positive orientation that promotes future success by meeting students at their level in the transition from remote learning back to the classroom setting. The school acknowledges the diversity of student and educator experiences during the suspension of in-class learning.
- There is no one-size-fits-all recovery learning program or package. The implementation of recovery learning will differ across grade bands, groupings, and school contexts.
- Mental health and well-being is critical to returning to in-class learning plans. Regular check-ins and assessment will play an important role in supporting students' well-being and in helping students learn to the greatest extent possible. Click [here](#) to access mental health supports from the province.

## Staff Preparedness

- All staff will have three days of training/planning meetings on September 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup>.
- The meetings will provide staff with an opportunity for orientation to public health requirements and the educational priorities to support students, as well as for professional learning around recovery learning.
- There is recognition of the value and importance of professional learning as part of the pandemic response planning. A strong focus will be placed on recovery learning, remote learning, mental health, and well-being. The school will align professional learning and continuous improvement planning with these themes.