

PRSD RE-OPENING PLAN

SEPTEMBER 2020



MANITOBA EDUCATION AND PUBLIC HEALTH

BACKGROUND INFORMATION

On July 30, 2020, Education Minister, Kelvin Goertzen, and Dr. Brent Roussin, Chief Medical Officer, released Manitoba's return to school plan and announced the **September 2020 – Return to In-Class Learning for ALL K-12 students**.

Based on this announcement, in-class learning will resume September 8th for students in all public and independent schools across the province. With this announcement, Manitoba Education expects:

- ✓ Kindergarten to Grade 8 students will return for five days of in-class instruction (full instructional day) per week.
- ✓ Students in Grades 9 to 12 will return up to five days per week of in-class instruction if high schools can effectively implement physical distancing and the use of **cohorts** to reduce the risk of transmission and to ensure documentation for contact tracing.
- ✓ Students with special needs in all grades will return for five days of in-class instruction (full instructional day) per week.

In addition to the above, Manitoba Education has provided the following guidelines for the return of students and staff to school in September 8, 2020.

- ✓ Classrooms will be configured to support physical distancing with the use of alternate space as needed, such as multi-purpose rooms. Two metres of physical distancing is required to the greatest extent possible.
- ✓ Where physical distancing is not possible, students must remain within cohorts to reduce exposure to others. Cohorts will distance themselves from other groups to limit exposure. In these instances, there must be at least one metre between students as they sit at their desks in classrooms.
- ✓ Entry and exits to schools will be managed to avoid congestion.
- ✓ Lunch and recess breaks will be staggered.
- ✓ Protocols will be in place to safely move students through schools to reduce congestion in hallways and common areas.
- ✓ Teachers will move across classroom instead of students.
- ✓ Students and staff are required to self-screen and stay home when they are exhibiting symptoms of COVID-19.
- ✓ Parents and caregivers will be expected to screen their children before boarding the bus or entering the school.
- ✓ There will also be screening protocols for all people entering a school and limitations regarding visitors.



- ✓ Students will be reminded of the importance of physical distancing and hand washing.
- ✓ There will be enhanced cleaning protocols in schools and on buses.
- ✓ Regional public health officials will monitor the situation closely and will provide direction and information to school communities. Public health will be responsible for responding to cases of COVID-19 and overseeing outbreak management protocols.

On August 13, 2020, Education Minister, Kelvin Goertzen, and Dr. Brent Roussin, Chief Medical Officer, also added the following:

- ✓ Masks offer an added layer of protection. Students in Grade 5 and above, as well as teachers and staff, are strongly recommended to wear a non-medical mask in common areas throughout schools and when physical distancing of two metres is not possible. Younger students can wear masks too.
- ✓ Masks will be required when on school buses for all students in Grades 5 and above.
- ✓ Extra masks will be made available at all schools throughout the school year for those who do not have their own.

PLANNING FOR THREE RESPONSE LEVELS

Maximizing in-class learning while maintaining a focus on safety and reducing the risk of transmission is the goal of the upcoming school year. As our schools plan to welcome students back, they are doing so knowing that plans may change on the advice of public health at that time, as well as over the days and weeks that follow. PRSD schools, based on the standards and expectations set by PRSD, will develop contingency plans for various public health situations; which may also vary across the province and across schools in our school division.

Three response levels will be used:

- ✓ Level 1 – In-class Learning (September 2020)
- ✓ Level 2 – Blended Learning
- ✓ Level 3 – Remote Learning

ADDITIONAL KEY REQUIREMENTS

Manitoba Education has also provided the following direction for divisional and school planning.

- ✓ School Attendance and Participation in Learning – All students are expected to participate fully, even when remote learning is required. Students will be assessed on their work, reflective of their performance and learning. If remote learning is required in Level 2 and 3, school divisions will improve access to technology.

- ✓ Supporting Students with Medical Requirements - 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.
- ✓ Disengaged Students - Schools are to identify students who are vulnerable to disengage from school, develop and implement strategies to re-engage those students.
- ✓ Home and School Communication - Schools are to develop comprehensive strategies for regular communication with families to raise awareness of health and safety measures implemented at the school and ensure the understanding that students should not attend school when sick or exhibiting symptoms.

PRSD - SEPTEMBER 2020 – LEVEL 1 PLAN FOR IN-SCHOOL LEARNING

It is important that we re-open PRSD schools for our students. It is even more important that we all work together to KEEP all PRSD open for our students. We are in this together!

The PRSD – September 2020 – Level 1 Plan for In-School Learning has been developed with measures that will strengthen the health and safety protocols for our schools. PRSD wants staff and students to teach and learn in their assigned learning environments safely.

As we work together, student physical and mental health, personal development, and learning in a safe environment will be our top priorities.

As the implications of COVID-19 are evolving and fluid, PRSD'S – September 2020 - Level 1 Plan for In-School Learning can change based on all public health orders and guidelines.

Parents/guardians, students, and PRSD staff must be prepared for a quick transition between Level 1, 2, and 3, during this school year; pending any Manitoba Education and public health changes.

The following information is intended to provide parents/guardians, students, and staff an overview of PRSD's – September 2020 – Level 1 Plan for In-Class Learning.

IN-SCHOOL AND ON-SITE INSTRUCTION - KINDERGARTEN TO GRADE 12

PRSD's plan includes having all K-12 students attend in-class learning every day at their respective school sites.

Schools may be utilizing non-traditional facility space for classroom based instruction to enhance physical distancing practices at each school. This includes multi-purpose rooms, libraries, gymnasiums, music/band rooms, lecture theatres, and canteens.



School will be implementing “cohorts” to maximize facility space to meet physical distancing requirements that will provide the safest classroom learning environment. Cohorts will be planned and implemented as per Manitoba Education and public health definition.

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, including separation between desks. However, it is recognized that strict physical distancing at all times, particularly with young children, is not practical in the school setting. The purpose of cohorts is to limit mixing of students and staff so that if a child or employee develops an infection, there are fewer possible exposures and contact tracing can be more easily done.

Maximum cohort size is to be no more than 75 students. There is no limit on the number of cohorts, as long as distinct cohorts of 75 can be separated to prevent contact with other groups. Each cohort must be able to arrive, depart, and participate in school activities without co-mingling as much as possible with members from other cohorts. As per the guidelines set in: Manitoba Education – Welcoming Our Students Back: Restoring Safe Schools – K-12 Guidelines for September 2020, July 30, 2020

PREPARING FOR SUCCESS – ALTERNATE DAY SCHEDULE SCHOOL YEAR START UP

UPDATED September 2, 2020

As per Manitoba Education direction, school divisions and schools will limit staggered starts in September to the first week of classes. If additional time is needed to support transitions, socialize students to new routines and public health measures, and to assess recovery learning needs, the school should use support staff to monitor groups of children while teachers focus on small groups or individual students.

Based on Manitoba Education’s direction, PRSD has adjusted its original 6 day staggered start to a 4 day staggered start for next week.

PRSD’s updated staggered start schedule is now as follows:

- ✓ Tuesday, September 8, 2020 – K-12 Family Units – Surnames A-K
- ✓ Wednesday, September 9, 2020 – K-12 Family Units – Surnames L-Z
- ✓ Thursday, September 10, 2020 – K-12 Family Units – Surnames A-K
- ✓ Friday, September 11, 2020 – K-12 Family Units – Surnames L-Z

Every day return for all K-12 students will commence, Monday, September, 14, 2020.



If schools as a region want to adjust the family units by surname, principals of those schools will notify parents/guardians and the transportation department.

- ✓ Region A – Carman Collegiate, Carman Elementary, Elm Creek School, Miami School, and Roland School
- ✓ Region B – St. Paul’s Collegiate, St. Eustache, and St. Francois Xavier
- ✓ Region C – St. Laurent School

Parents/guardians with blended families and different surnames can have their children grouped together by contacting the principal.

SCHOOL RE-OPENING OPERATIONAL PLANS

Principals and their staff will finalize their school’s operational plans during their first scheduled day of September 2, 2020.

Principals will send school plans to parents/guardians no later than **4:00 PM, Thursday, September 3, 2020.**

School plans will outline the following:

- ✓ The school day structure and the learning plan
- ✓ The school’s plan that will ensure public health orders and guidance are followed
- ✓ The school’s plan to address the mental health and well-being of students
- ✓ The school’s plan to prepare for remote learning
- ✓ The school’s plan for continued communication to families

SCHOOL ATTENDANCE AND STUDENT PARTICIPATION IN LEARNING

K-12 students are expected to attend and participate fully with scheduled in-class learning. This expectation will remain in place even if the system moves to full remote learning.

Families who choose to educate their children at home can find more information about homeschooling by contacting:

- ✓ Homeschooling Office, Manitoba Education – 1-204-945-8138 or by email, homeschooling@gov.mb.ca

STUDENT ASSESSMENT AND EVALUATION

K-12 students will be assessed and graded on their completed work as per each teacher’s assessment and evaluation plan.



Students' learning will be assessed on an ongoing basis to ensure that next steps are being appropriately planned for by our teachers.

Learning that occurs in classrooms or remotely will be assessed using good assessment practices that focus on the essential understandings of the curriculum.

RECOVERY LEARNING

Recognizing that students are returning to school with more varied learning experiences than usual, all teachers will plan to support students with recovery learning as required.

Recovery learning is not a one-time event. It will be viewed as an ongoing process throughout the school year. Learning gaps will be identified by teachers and addressed appropriately. To support our students, teachers will employ the following approaches:

- ✓ Initial assessments will be conducted to provide a starting point for teachers.
- ✓ Information will be collected throughout the school year to maximize teaching and learning throughout the school year.
- ✓ Teachers will plan for instruction using this information.
- ✓ Students will be provided with a variety of opportunities to learn and to demonstrate understanding; learning opportunities will respect physical distancing requirements, therefore, group work, group projects may be limited.
- ✓ Teachers will focus on goals of building independence and self-motivation so that students have the skills to move to remote learning if required.
- ✓ Recognizing the uncertainty of the situation, teachers will plan to ensure that learning continuity is in place for students should further disruption arise.
- ✓ The focus of recovery learning will be on assessing student understanding based on summative assessment; not assignments and/or homework.

WELL-BEING, WELLNESS, AND SUPPORT CHECKS

Student mental health and well-being is a core element of re-opening our schools. It is foundational in ensuring a return to a welcoming environment that supports student learning. To this end, PRSD schools will work closely with parents/guardians as it relates to their own children. Parents/guardians know their children best.

As a result, PRSD schools will be monitoring student mental health and well-being as per PRSD's Continuum of Services. Schools will plan and provide the necessary in-school and divisional supports as required.

Parents/guardians who have concerns about their children's mental health and well-being are asked to contact staff as follows:

- ✓ K-8 students, parents/guardians are to contact the homeroom teacher.
- ✓ Grades 9-12 students, parents/guardians are to contact the guidance counsellor.

STAYING HOME WHEN SICK

Students and staff are not to enter schools or divisional facilities if they:

- ✓ Are experiencing symptoms suggestive of COVID-19;
- ✓ Have travelled outside Manitoba in the previous 14 day (outside of areas excluded by public health order, which currently exclude locations in Western Canada, the territories, and Ontario west of Terrace Bay);
- ✓ Are a close contact of a confirmed case of COVID-19 and;
- ✓ Are awaiting a COVID-19 test result (excluding persons tested as part of voluntary asymptomatic surveillance for COVID-19, as they do not have to isolate).

Note: 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.

PRSD staff will exercise judgment based on the symptoms when working with students, but when in doubt, PRSD staff will err on the side of caution by moving the student to the designated isolation center. Parents/guardians will be contacted as per school procedure.

STUDENT ABSENTEEISM AND SCHOOL SUPPORT

With public health's direction for students to stay home when sick, teachers will support the development and provision of home learning packages for student who are self-isolating and/or quarantined.

Parents/guardians with a child/youth who is "self-isolating" and/or "quarantined" must contact the principal.

The principal will work with the teacher to ensure that home learning packages are provided for the student.

SUPPORTING STUDENTS WITH MEDICAL REQUIREMENTS

As per Manitoba Education's direction, 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.

Parents/guardians are required to contact the Assistant Superintendent as 1-204-745-2003 or by email at rsugden@prsdmb.ca.



The Assistant Superintendent will work with the respective school's principal to provide direction to the planning, preparation, and monitoring the required programming supports.

STUDENTS WITH SPECIAL NEEDS – KINDERGARTEN – GRADE 12

K-12 students with Individual Educational Plans, IEPs, will attend school daily during all three levels of response.

The Director of Student Services will work closely with principals, resource teachers, and guidance counsellors to ensure that appropriate programming and required resources are in place as per the approved IEP.

KINDERGARTEN TO GRADE 8 PROGRAMS

K-8 classroom/cohort teachers will deliver English Language Arts, Mathematics, Science, Social Studies, Art, and Basic French programs as per Manitoba Education curriculum.

To restrict student movement throughout the school:

- ✓ K-6 music teachers will deliver music programs in each K-6 classroom; focusing on music appreciation and music theory respecting Manitoba Education COVID-19 Guidelines for Vocalists and Instrumentalists.
- ✓ K-8 physical education teachers will deliver physical education/health programs in each K-8 classroom and when weather permits, through outdoor activities. K-8 physical education teachers may “supplement” the Grades 5-8 physical education/health program with off-site “student fitness/activity plans” that can be monitored and tracked by parents/guardians.

GRADES 7 AND 8 INDUSTRIAL ARTS AND HOME ECONOMICS

Grades 7 and 8 Industrial Arts and Home Economics programs for Elm Creek School and Miami School at Carman Collegiate have been suspended for the 2020-2021 school year.

Grades 7 and 8 Industrial Arts and Home Economics programs at Carman Collegiate, St. Paul's Collegiate, and St. Laurent School “may” continue with school-based plans that address program adaptations, physical distancing requirements of **2 metres** between students, and extensive sanitization requirements. If a school is unable to meet these requirements, the program will not be approved by the principal.

GRADES 9 – 12 CREDIT COURSES AND PROGRAMS

Grades 9-12 credit courses will continue to be delivered as per PRSD's semestered 5 period/6 day schedule.



Grades 9-12 students will be grouped into cohorts to limit mixing with other grades in the school.

GRADES 9 TO 12 INDUSTRIAL ARTS AND HOME ECONOMICS – CARMAN COLLEGIATE, ST. PAUL'S COLLEGIATE, AND ST. LAURENT SCHOOL

Grades 9-12 Industrial Arts and Home Economic, with the exception of Foods and Nutrition, credits, may continue at Carman Collegiate, St. Paul's Collegiate, and St. Laurent School with school-based plans that address program adaptations, physical distancing requirements of **2 metres** between students, and extensive sanitization requirements. If a school is unable to meet these requirements, the program will not be approved by the principal.

GRADES 9 – 12 PHYSICAL EDUCATION

If gymnasium space has to be repurposed to classrooms at any high school, Grades 9-12 physical education credits will be delivered using the 25/75 model – 25% health and 75% fitness plans. Physical education teachers will work closely with students in preparing and monitoring all 25/75 student fitness plans.

Even if gymnasium space is available at a school, change rooms and showers will not be accessible to students. Physical education teachers will need to plan for outdoor activities while the weather permits and will need to plan activities that adhere to PRSD/public health requirements for physical distancing, sharing of equipment, and sanitization of equipment for both outside and in-gymnasium activities.

GRADES 7-12 BAND AND CHOIR

Grades 7-12 Band and Choir programs at ST. Paul's Collegiate and Carman Collegiate have been paused for the start of the 2020/2021. There are many public health challenges related to these programs. PRSD wants to fully address the public health requirements as per the COVID-19 Guidelines for Vocalists and Instrumentalists.

Grade 12 band/choir students who need these credits for graduation are asked to meet with the school's career counsellor to schedule another elective credit.

PRSD ITV (INTERACTIVE TELEVISION)

PRSD has 10 ITV (Interactive Active Television) courses scheduled for community school delivery in 2020-2021.

Students are encouraged to register for these credits if they need credits for graduation.

Scheduled credits are as follows:

- ✓ First Nations, Metis, Inuit Studies 40S



- ✓ Law 40S
- ✓ Accounting 30S
- ✓ Accounting 40S
- ✓ Applied 30S
- ✓ Physical Geography 30S
- ✓ Pre-Calculus 30S
- ✓ Physics 30S
- ✓ Physics 40S
- ✓ Psychology 40S

PRSD will be expanding the menu of ITV compulsory credits for 2nd semester of the 2020-2021.

PREPARING FOR BLENDED LEARNING AND REMOTE LEARNING

Principals, teachers, students, and parent/guardians need to be prepared for a blended learning and/or remote learning model that will ensure transition of teaching and learning from in-class to remote with as little disruption as possible.

Principals and teachers will be provided with a set of “Remote Learning Standards” that will guide their remote learning planning.

PRSD’s “Remote Learning Standards” will include:

- ✓ Regular timetable of remote teacher instruction that will be communicated to students and parents/guardians
- ✓ Regular formative and summative assessments
- ✓ Minimum instructional/student contact time
- ✓ Standardized remote learning platforms for K-6 and 7-12 instruction; Seesaw for K-6 and Google Classroom for Grades 7-12
- ✓ Regular program monitoring with teachers

PRSD AND SCHOOL OPERATIONS - PUBLIC HEALTH MEASURES

MASKS AT SCHOOL

At this time, as per the recommendations by Manitoba Education and public health, masks are strongly encouraged for all staff and students in Grades 5-12.

K-4 students have an option to wear non-medical masks.

Masks offer an additional layer of protection. PRSD strongly recommends that students and staff wear a non-medical mask in common areas throughout the school and when physical distancing in classrooms and/or cohorts is not possible.



PRSD strongly encourages parents/guardians to provide masks for their children. However, if students and staff require a mask, PRSD will provide masks.

Parents/guardians, students, and staff must be prepared for possible adjustments to this requirement. PRSD is committed to following Manitoba Education's and public health's recommendation to mask wearing at school.

TRANSPORTATION

Wherever possible, alternative transportation to school is encouraged. Parents/guardians are encouraged to provide their own transportation to reduce the number of students on PRSD buses.

Students living in close proximity of community schools are asked to walk or cycle to help reduce vehicle congestion at the school sites.

Parents/guardians and students are expected to fully respect PRSD guidelines, including mask wearing, and fully respect and cooperate with bus driver expectations. Failure to adhere to the following guidelines could lead to the suspension of bus service.

MASK REQUIREMENT ON BUSES

UPDATED September 2, 2020

At the provincial COVID-19 update on September 1, 2020, school divisions learned that masks will be required for all students K-12 on all school buses, as passengers may be in close proximity for extended periods of time with no ability to physically distance from each other. This is a change from the previous requirement, which only applied to Grade 4 and above.

This new rule includes drivers, students, and any other passengers on the bus. Parents/Guardians are encouraged to purchase reusable cloth masks for their children. Masks will be provided for students who do not have a mask on buses.

Included with this update is Manitoba Education's document – [Guidance for Mask Use in Schools](#). Please review this document as PRSD schools will be operating under these guidelines.

For those students who are scheduled for bus service, the following guidelines are to be followed:

- ✓ Parents/guardians must monitor their children daily for symptoms before sending them for bus pick up. Students with symptoms of COVID-19 should not be a passenger on the bus.
- ✓ Students should perform hand hygiene before and after being on the bus.
- ✓ Students will be assigned seats, as per Manitoba Education and public health guidelines, to ensure that the same students are seated in the same seats every day for regular bus routes.
- ✓ Students, once seated, are to remain seated. No student movement on the bus is allowed.



- ✓ Students should maintain physical distancing (two metres is recommended) when lining up to get on the bus and when exiting the bus.

Other actions that the PRSD Transportation Department and PRSD bus drivers will do to mitigate virus transmission include:

- ✓ When possible and as weather permits, windows and/or roof vents will be opened to allow for increased ventilation.
- ✓ Enhanced cleaning of seats and other high-touch surfaces will be completed daily.

FACILITY CLEANING SCHEDULES AND MITIGATION OF RISKS

PRSD schools will not be accessible to staff, students, and/or parent/guardians after **6:00 PM**. Schools will be closed to provide custodial staff time to complete their required cleaning and sanitization tasks for the next school day.

PRSD is providing our schools and classrooms with the required cleaning/sanitization materials to reinforce hand hygiene and respiratory etiquette such as soap, hand sanitizers, etc. Principals will set and communicate school-based procedures and will manage the cleaning/sanitization of the school.

The following high-touch surfaces will be disinfected daily by the custodial staff:

- ✓ Light switches, pencil sharpeners, doorknobs, faucet handles, desks, chairs, sinks, washroom surfaces, countertops, telephones
- ✓ Hand sanitizer will be provided and available at all school entrances and exits.

PRSD has purchased disinfecting fogging machines to fog schools each evening.

Ventilation systems will be operating at their maximum efficiency with scheduled system checks to be completed prior to school start.

STUDENT LOCKERS

Student lockers will NOT be available for student use for the start of the school year.

Students are asked to limit what they bring to school each day. Students will be required to keep everything with them throughout the day. Students should limit their daily materials to their outside clothing, lunches/snacks, and required supplies/books.

STUDENT HEADGEAR AND STUDENT CELL PHONES

Student headgear will not be worn upon entry at any school to ensure that headgear is not removed, grabbed, and/or touched by other students.



Student cell phone must be put away in backpacks and/or jackets and can only be used with the permission of the classroom teacher.

NEW STUDENT REGISTRATIONS

To guide the safe registration of new students, the following guidelines apply to all PRSD schools:

- ✓ Families new to PRSD must contact the school by phone or email to arrange a registration appointment.
- ✓ The school will schedule an appropriate appointment time when registering new students.
- ✓ If the family is relocating from a region that warrants a mandatory quarantine or isolation period, principals will ask for travel verification dates and quarantine dates. New registrations will only occur after any mandatory quarantine or isolation period has been completed.

Scheduling and timetabling of new students may require additional time. Families are asked to be cooperative with school personnel.

SYMPTOM SCREENING

Parents/guardians are to assess their children at the start of each day. Parents/guardians are responsible for ensuring that their children are not displaying symptoms before sending them to school or on the school bus. Parents/guardians are to use the Manitoba COVID-19 Screening Tool at <https://sharedhealthmb.ca/covid19/screening-tool/>.

- ✓ If a student shows any cold or flu-like symptoms (cough, fever, sore throat, runny nose, muscle ache, nausea, fatigue) they should remain 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 out of the province, they are required to consult with Health Links prior to attending school.

STUDENTS EXHIBITING SIGNS OF ILLNESS WHILE AT SCHOOL

FIRST AND FOREMOST, all parents/guardians SHALL designate an EMERGENCY CONTACT for student pick up if they are unable to pick up the student if the student gets sick during the school day.

Parents, guardians and/or the designated emergency contact must be able to pick up the child/youth within one hour. Each school will be responsible for finalizing this emergency contact list.

When a student exhibits signs of illness while at school, the following procedures will be taken:

- ✓ Students exhibiting signs of illness will be moved to a supervised designated area in the school and will be required to wear a disposable mask that will be provided by the school.
- ✓ The supervised designated area will have the ability to maintain physical distancing from other students.
- ✓ Staff supervising the student will be required to wear a mask that will be provided by the school.
- ✓ After a student is picked up, the area will be cleaned by the supervising staff member and/or custodial staff.
- ✓ The desk and/or working surfaces of the sick students will be disinfected by the custodial staff after the student has been picked up. Items that cannot be cleaned and disinfected, paper, books, etc., will be stored in a container/garbage bag for a period of time.

SCHOOL ENTRY AND EXITS

Principals will determine student entry and exit points for cohort groups of students. Minimizing physical contact between students will be a priority.

Principals shall communicate their school's student entry and exit points to all parent/guardians with their school plan.

MOVEMENT IN SCHOOL FACILITIES

Signage and directional arrows on walls and floors will guide student and staff movement in common areas and hallways. This may include one-way hallways and designated cohort entrance and exit doors.

All signage and directional arrows on walls and floors will be consistent across the school division and will be finalized at each school by principals with the Facilities and Safety Supervisor.

Principals, with the cooperation of their respective staff, will guide and support students upon the entry of school in the morning or at recess to encourage orderly and same directional flow with separation between student groups. Enhanced teacher supervision at this time will be required and set by the principal.

Staggered entry and exit protocols will be encouraged to minimize physical contact.

EMERGENCY PREPAREDNESS

Principals will review and revise fire drill and lock-down requirements within the COVID-19 environment as current procedures are not conducive to physical distancing. Principals will make modifications to fire drill and lock-down procedures and will complete both drills as per provincial requirements.



If the school is in a state of emergency, the need for emergency procedures to be expedient, effective, and consistent may need to outweigh the risk that COVID-19 would pose during these situations. That said, students and staff are to respect physical distancing guidelines once they have arrived at the assigned emergency locations.

RECESSES – KINDERGARTEN TO GRADE 8

Principals, with the full support and cooperation of their staff, will make adjustments to recesses and lunch breaks to limit the intermingling of student classrooms and/or cohort groups. Some possible school operational actions are:

- ✓ Staggering schedule of outdoor play to maintain cohorts of students and staff
- ✓ Maintaining separate containers of equipment for each class or cohort and sanitize between recess periods
- ✓ Marking zones, managing group sizes, and avoiding contact among groups
- ✓ Ensuring handwashing or hand hygiene is performed before and after recess

SCHOOL PLAYGROUNDS

Playgrounds and play structures will be open to students. Class and/or cohort grouping usage of play structures will be on a rotational schedule as determined by the principal.

Custodial staff will complete regular checks for play structure safety.

Handwashing and/or hand sanitizing will be required after assigned student groups play on play structures.

CLASSROOM SET UP

Setting up the classrooms and cohort learning environments to meet public health's physical distancing guidelines will be managed by teachers but will require principal approval to ensure that classrooms meet public health requirements. Key considerations and guidelines for setting up classrooms and cohort learning environments are as follows:

- ✓ Classroom teachers, K-12, must set seating plans and all students are required to respect the teachers' seating plan.
- ✓ Classrooms and cohort learning environments will be decluttered of all non-essential items to maximize floor space for physical distancing.
- ✓ Area rugs and soft furnishings that cannot be easily cleaned and disinfected will be removed.
- ✓ Classroom pets, fish tanks, etc. will not be allowed in any classroom.
- ✓ Workspaces, desks, and tables, if at all possible, will be arranged so students are not facing each other.



- ✓ Hand sanitizer will be provided and available at all school entrances and exits.
- ✓ Each classroom and cohort learning environment will be equipped with a spray bottle of disinfectant to use to support incidental and/or cleaning procedures.

LEARNING CENTERS

Students will not be allowed to use or handle modelling clay, indoor sand, and will not have access to any sensory tables as these tables cannot be easily disinfected.

An exception can be made for children with additional support needs where the use of items is an important part of their individual education plan. These items should then be used under staff supervision and exclusively by the individual student.

LIBRARY SERVICES

Libraries will not be available for direct student use in September. Teachers will work closely with library technicians to ensure that each classroom has the required resources to support student learning and to provide students with additional reading resources.

STUDENT ASSEMBLIES

Student assemblies and large student gatherings are not permitted at this time.

COMPETITIVE SPORTS – GRADES 7 - 12

Competitive sports and/or competitions and non-competitive athletic activities/training will not be approved at this time.

PRSD, principals, and physical education teachers will consult in September and throughout the school year to make sport-by-sport decisions. Sport by sport decisions will take into consideration public health guidelines, MHSAA's Return to Sport Plan, and divisional restrictions for facility and transportation.

PRSD will continually re-evaluate and adapt as new information and guidelines become available and will ensure that the best interest of our student-athletes is front and center of our decisions.

LUNCH BREAKS AND LUNCHES

Students who normally go home for lunch will be expected to continue that practice. PRSD encourages students who can go home for lunch, do go home for lunch. This would be a great support to PRSD schools with their supervision responsibilities.

Students will eat their lunches in their classrooms and/or "cohort" groupings.

Schools are to make every effort to stagger lunch breaks for student groupings. Principals will communicate lunch breaks to parents/guardians.



Parents/guardians will be required to send snacks, lunches, and required utensils for their children every day. Students must not share utensils, dishes, or water/bottles/drink containers.

CANTEENS AND HOT LUNCH PROGRAMS

Canteen services and hot lunch programs are suspended until further notice.

BREAKFAST AND SNACK PROGRAMS

Recognizing the important role that our schools play in the overall health and well-being of our students, where possible, breakfast and snack programs may continue.

Schools will not be able to have outside organizations or volunteers come into the school to assist with food preparation or distribution. School staff will need to distribute prepackaged food or fruit.

VENDING MACHINES

Vending machines in schools will not be in operation in schools.

OFF-SITE FIELD TRIPS AND EXTRA-CURRICULAR ACTIVITIES

Off-site field trips and extra-curricular activities requiring transportation will not be permitted until further notice.

Walking field trips can proceed with principal approval as long as the walking field trips are able to ensure that guidelines for physical distancing, food and nutrition, use of shared equipment, and hand washing protocols can be followed. Participation of students will be voluntary and will require appropriate parental permission.

SCHOOL ACCESS – PARENTS/GUARDIANS

For the safety of our parents/guardians, students, and staff, the following guidelines will be respected:

- ✓ Parents/guardians are asked to communicate with their children's teachers and school administration by telephone and/or email to limit the number of visitors to the school.
- ✓ Parents/guardians who are transporting or picking up their children from school must remain outside the school.
- ✓ Parents/guardians will only be permitted to enter the main office area if required and will not be permitted to enter other parts of the school. Physical distancing of 2 metres is required.
- ✓ Any parent/guardian experiencing symptoms of illness are not to enter the school.



SCHOOL ACCESS – PRSD SENIOR ADMINISTRATION, PRTA AND CUPE PRESIDENTS, AND CLINICIANS

PRSD senior administration visits to schools will be limited to the Superintendent/CEO, Assistant Superintendent, Director of Student Services, Facilities and Safety Supervisor, Transportation Supervisor, IT Supervisor, IT technicians, PRTA AND CUP Presidents, and PRSD trades personnel.

The listed positions must sign in at the main office and must be recorded as a visitor by the classroom teacher when visiting a classroom.

Clinicians are to sign in at the main office and must be recorded as a visitor by the classroom teacher when visiting a classroom and/or working with a student. When clinicians are working with students, a physical distance of 2 metres is required. If the 2 metre distance requirement can't be met, the clinician is required to wear a face mask.

PARENT COUNCILS AND HOME SCHOOL ASSOCIATIONS

Parent Councils and Home School Associations should plan virtual meetings as after school hour access to the school will be restricted.

If Parent Councils and Home School Associations want to meet in-person, principal approval is required. On-site meetings will need to be scheduled within the set public access hours and shall only include parent/guardians and school administration. No special guests and/or individuals who are not parents/guardians at the school should be invited to in-person meetings.

All participants must self-screen before entering the schools and all rules for physical distancing and public health measures for indoor gatherings must be followed.

Principals will be required to maintain attendance records in case contact tracing is required.

COMMUNITY USE OF SCHOOLS AND DRIVER EDUCATION

Community Use of Schools and Driver Education in-class instruction for after school, evenings, and weekend facility use will be suspended until further notice.

The suspension is in place to accommodate increased cleaning requirements and to afford schools with greater flexibility to repurpose gyms, libraries, theatres, multi-purpose rooms for instructional purposes.

CONTACT TRACING

If a student and/or staff member receives a positive test for COVID-19, public health will notify the Superintendent/CEO. The Superintendent/CEO will be PRSD's main contact for all communication with public health.



The Superintendent/CEO with the advice of public health will implement the recommendations and actions as set by public health; which includes providing contact tracing information.

To ensure that PRSD is prepared for any possible contact tracing requirements, PRSD schools will be expected to adhere to the following:

- ✓ Complete the mandated PRSD student and staff attendance documentation for school visitors, classroom visits, and school buses. PRSD staff shall make this a daily priority and the required documentation will be completed accurately.
- ✓ School administration will make keeping classes and/or approved cohorts together a leadership priority and will take all necessary steps that would prevent student interactions as per student groupings.

Upon the request by public health officials, schools will provide contact information for other students or staff who would be considered “close contacts” of the individual that received a positive test result. Public health officials will be responsible for communicating with “close contacts” and for advising the wider school community.

PRSD school employees shall not communicate such information without specific direction from the Superintendent/CEO and public health officials.

PLANNING FOR LEVEL 2 AND 3

Using a set of PRSD standard and expectations, PRSD schools will prepare contingency plans for Level 2 (Blended Learning) and Level 3 (Remote Learning). Each PRSD school will be prepared to respond swiftly to any changes to public health situations; which may vary across the province and across schools in our school division.

As per Manitoba Education’s “Welcoming Our Students Back: Restoring Safe Schools – K-12 Guidelines for September 2020” document, July 30, 2020, schools will plan for the following:

Level 2: Blended Learning (In-Class and Remote)

- ✓ K-8 students and all students with special needs are prioritized for in-class learning
- ✓ Grades 9-12 will participate in teacher-led remote learning, with limited use of school facilities for specific facilities for specific programming and assessment.

Alternate day school attendance programming for K-12 will be a programming foundation for Level 2 in PRSD.

Level 3: Remote Learning (With Exceptions)

- ✓ Schools will be closed to public with the exception of Kindergarten to Grade 6 students of critical workers.
- ✓ Scheduled student access as per PRSD guidelines.
- ✓ Schools will provide remote learning for all K-12 students.

COMMUNICATION

PRSD recognizes that the success of the school re-opening plan will depend in part on parents being informed about new protocols and confident that the approaches will keep their children safe. To that end, PRSD and PRSD schools will clearly communicate expectations and provide guidelines to parents and student when changes are implemented.

Since the onset of COVID-19, PRSD has been committed to providing up to date communication to all stakeholders. PRSD has also been committed to hearing from parents/guardians through various surveys; remote learning, bus transportation, and alternate day scheduling.

PRSD and all PRSD schools will continue to provide the most up-to-date and comprehensive information for students, families, and staff. Regular email and social media updates will continue to be provided.

If parents/guardians have any questions regarding school operational matters, it is important that parents/guardians contact the principal to ensure that they have accurate and reliable information.

CLOSING COMMENTS

The COVID-19 pandemic is a dynamic situation and plans may need to change as new information or public health and workplace safety requirements are identified. PRSD recognizes the likelihood that this school year will bring continued uncertainty and we may find ourselves implementing all three scenarios. While our planning will take a flexible approach, learning and teaching will continue to be a priority whether at school, at home, or a hybrid of both.

It is important to remember that there is not a reliance on one single public health measure to stop the spread of COVID-19 in the school setting. The risk of COVID-19 outbreak is less likely the more public health measures are implemented and adhered to. Reducing the risk of COVID-19 outbreaks in our schools will require the dedication and support of all schools, all divisional staff, all students, and all parents/guardians.

