**A picture containing drawing, food

Description automatically generatedRolling River School Division**

**Welcome Our Students Back to School**

**Return to School Plan - Fall 2020**

**Appendix F – Template for School Level Planning – Orange Restricted Code**

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| **School: Erickson Elementary** | | | **Grade (s): K-6** |
| **Details** | **Manitoba Education: Level 2**Manitoba Pandemic Response System: **RESTRICTED** 2m physical distancing is required in all environments  All existing guidelines and protocols are followed, including 2m of physical distancing, frequent hand hygiene, and the use of masks. NOTE: Cohorts with the minimum of 1m of physical distancing are not permitted at this time. | | |
| **Participants** | K-6 will remain at EES | | |
| **School Day Structure** | | | |
| **Timetables** | Schedule remains unchanged for K-6:   * Music teacher, language teachers, PE teacher, Resource, Social Work, and Admin will go to students wherever possible. * PE program will be offered outside as much as possible and weather permitting. * There will be no extra-curricular activities scheduled outside of school hours. * Language (French and Saulteaux) will be provided in a co-teaching model with both the French and Saulteaux teachers alternating their language exposure programs from K-4. Grade 5,6 will receive individual language programs.   Recess breaks – same staggered schedule at EES | | |
| **Arrival/Dismissal** | EES students will use the following doors:  **AM Arrival**  All bus students will be greeted in the morning by an outdoor supervisor. Students will be directed to the following doors:   * Ms. Ashleigh’s class – east side door * Kindergarten- south west doors * Grade 3,4 – south east doors * Mrs. Kowal’s class – gym exit doors * Grade 5,6 – main doors   Town students or students being dropped off cannot arrive before 8:40 a.m. and will be directed to the appropriate door upon arrival.  Once inside, students will sanitize hands and go directly to their classrooms where they will be greeted by classroom teachers and directed where to put their items. They will then have a variety of in-desk activities to do prior to the first class starting.  **PM Dismissal**  Staggered dismissal to avoid any congestion in the hallways or loading of the buses. Students will be taken to the buses by their classroom teachers through their designated doors.   * K-2 classes (one at a time) – 3:20 pm * 3-6 classes (one at a time) – 3:23 pm * Town students   Parents will be permitted to enter the school by appointment only. Parents can pick up and drop off students on the west side of the building (church road). Parents are asked to remain outside of the school and students will come to you. Please notify the front office if you are picking up your child.  Sanitation stations are at all entrances. All parents or visitors must sign in upon entrance, and must wear a mask. | | |
| **Movement of Students** | Kindergarten – will be moved to 2m distancing within classroom with present numbers  Grade ½ Kowal – will be assigned to the gym  Grade ½ Ashleigh – will be assigned to classrooms 3 and 4  Grade ¾ Demontigny – will be assigned to classrooms 7 and 5  Grade ¾ Gerow – will remain in classroom 6 with 2m distancing with present numbers  Classrooms 1 and 2 – Grade 5,6 Warrington  Classrooms 3 and 8 – Grade 5,6 Branconnier  Resource and Guidance will share a space  Student movement between classes will be limited. The only time there will be movement in our hallways will be transition times for recess which will be staggered and directed by staff, or when students are moving for PE class, one on one work with resource, guidance, or speech. If students are moving to another space to work with a specialist, they will be escorted by the staff member. They will sanitize hands before and after, and be signed in to that room.  Use of washrooms and hand washing stations will be supervised so that there is one at a time in the smaller bathrooms and two at a time in the larger washrooms. Staggered usage of the facilities will decrease any congestion.  All students are expected to follow guidelines while transitioning between classes, or during arrival and dismissal.  Playground cohorts are K-2 and 3-6. Both cohorts are under the 75-person limit. Each classroom will have their own recess equipment that is sanitized before and after use. There will be a color-coded system outside where student line up once recess is over to be let in to the building by staff.  Grades 3-6 Masks must be worn at all times, except during outdoor recess and PE. Grades K-2, masks are recommended.  Mask breaks will happen when they are seated and eating, as well as for outdoor breaks. 2m distancing MUST BE IN EFFECT.  Students will eat lunch in their assigned rooms. Students can eat outside.  Other than arrival and dismissal times, all students are to enter the building through the main door (including lunch break). | | |
| **Academic Program 2m physical distancing required** | | | |
| **Classroom Configuration** | * Classrooms will be set up so that 2m physical distancing can occur. * Plexiglass barriers are provided for additional protection where required. * Frequently touched surfaces will be disinfected twice per day. * Hand sanitizers and wipes are in each of the classrooms. * Posters promoting the fundamentals will be posted and reviewed will classrooms. * Windows will be open when possible to provide extra ventilation. * No sharing of supplies. | | |
| **Instruction (Core Courses)** | * Students and staff will build proper hygiene routines into their daily routine. Public health recommendations will be taught to students through the use of a series of created videos and resources provided to classroom teachers. * Hand washing or sanitizing will happen upon entry and exit of a room, before and after eating, before and after use of washroom, and before and after outdoor play. * Use of Microsoft Teams to promote relationship building through virtual assemblies and classroom activities. This will help prepare students for changing scenarios. * Curriculum focus will be on essential learnings in math, ELA, social sciences and most importantly mental health and physical well-being. * If students are home due to medical advice or are ill, classroom teachers will provide homework for the student. There is an expectation that the work is completed and returned to the teacher for assessment. | | |
| **Assessment and Reporting** | * Teachers will use their professional judgement to determine appropriate formative and summative assessment practices for the learning context. * Reporting will occur as per division processes and regularly scheduled reporting periods identified on the RRSD school calendar for the 20-21 school year. **https:/www.edu.gov.mb.ca/k12/assess/docs/report\_card/full\_doc.pdf** * Grade 3 and 4 provincial assessment is suspended for the 20-21 school year. | | |
| **School Supplies and Personal Belongings** | * Student materials will be labeled and organized into personal containers with their names. Anything coming from home (lunch kit, shoes, backpack) needs to be labeled as well. * Sharing of equipment and personal belonging is not advised. * Students are to bring a full water bottle from home every day. They are to take it home at the end of each day and be washed at home. * Please do not bring personal toys to school. Supervised “show and tell” will be permitted. * Grade 5 and 6 will have an assigned computer for their use at school. In grades K-4, use of hand sanitizer or hand washing will be required before touching the devices. Devices will also be cleaned after every use. * Staff will support the development of students’ organizational skills to help ensure items are not shared. | | |
| **Alternate Learning Spaces 2 m is required** | | | |
| **Gym** | The PE program will be held outdoors as much as possible. If it cannot, it will be done as skill development and healthy lifestyles programming in the classroom.  The gym is now assigned as a ½ Kowal classroom | | |
| **Library** | There will be no library classes at this time.  The library will be used as additional space to help maintain the 2m physical distancing. | | |
| **Common Area/Canteen** | * The canteen will not be in operation until further notice. * A daily breakfast program that follows public health guidelines will be established and served in each of the classrooms. * All items served will be individual servings. Teachers will hand out the breakfast items. * There will be no lending of utensils.   Please be sure that lunch items are easy to open so there is less handling of the items by others. | | |
| **Alternate Areas/ Classrooms/Schools** | If in an emergency, we have the resource/guidance room as an alternate space. | | |
| **Supporting Transition to Orange Restricted Code (e.g. family/student/teacher communications)** | The school will:   * Provide virtual tours on our Facebook page to allow students to see their classrooms and routines. * Communicate the safety plan and procedures. * Communicate changes to regular routines. * Teach routines, ensure mental and physical well-being of students, and have open communication with parents and caregivers.   Assess where students are at both academically and socially and create a plan that meets students where they are at.  Visitor access will be for essential services only.  Parents will have to make an appointment for any in person meetings. | | |
| **Student Well-Being** | * **Focus will be on the mental health and well-being of staff and students and creating a sense of safety, calmness, and kindness.** * Focus is on minimizing physical contact in the early years (rather than physical distancing. * Communicate expectations regarding physical distancing through the grades. | | |
| **Bus Transportation** | Transportation department will assess their ability to operate school buses with reduced capacity (1 child per seat unless from same household)  Non-medical masks are required for all passengers and drivers while on the bus.  Parents and care-givers are strongly encouraged to transport students if they are able. | | |

**Communication and Supporting Transition to Orange Restricted Code**

It is important to communicate the conditions created in RRSD schools/classrooms for students to attend school in the Orange Restricted Code. Please consider the following recommendations:

* Prior to resumption of classes teachers contact families (preferably by phone, email) to share the school and classroom plans with students and parents.
* Provide families an electronic photo of your class layout with attached plan indicating physical distancing.
* Following health precautions, schedule a time for students who are experiencing anxiety, to come to the school, and familiarize with the routines and their classroom.