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RESTRICTED LEVEL ORANGE PLAN

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NOVEMBER 6, 2020  
ST. IGNATIUS SCHOOL  
239 Harrow Street Wpg, MB R3M 2Y3

School preparedness is an on-going process. Our school plan is a complete and comprehensive plan that is unique to our School Facility based on the most up-to-date public health information and guidance available to us. Careful planning will ensure the safety and well-being of our students and our staff throughout the school year. It will also ensure that we can safely deliver programs that families rely upon such as our extended day program.

The St. Ignatius School planning document continues to evolve. School Administration continues to monitor public health announcements and also continues to participate in weekly meetings with representatives from government agencies including Public Health, The Department of Education, the Government of Manitoba, and Superintendents from school divisions across the province and administrators from Independent schools. Our school plan will continue to evolve as the COVID-19 situation changes, as consultations continue to occur with various governing bodies, and as implementations begin with teachers and staff before the start date for students.

The most updated version of this school plans document will be posted to the website as changes or additions are made. Should an unexpected significant change be made from an existing version, the Administration will also email that information to parents/guardians and school staff.

The Department of Education has up-to-date resources for parents for you to refer to.

- [Parent Letter from Dr. Roussin](#) (📄 124 KB)
- [Restoring Safe Schools: What to expect when welcomed back to school](#) (📄 235 KB)
- [Welcoming Our Students Back Restoring Safe Schools: A Guide for Parents, Caregivers and Students](#) (📄 1.6 MB)
- [Summary for Parents for the Pandemic Response System](#) (📄 691 KB)
- [COVID-19 Screening Questions](#) (📄 83 KB)
- [COVID-19 Response in K–12 Schools and Early Learning and Child Care Centres](#) (📄 261 KB)
- [COVID-19 Response Management in K–12 Schools and Early Learning Child Care Centres](#) (📄 2.4 MB)
- [Further Guidance on Mask Wearing Limitations and School Accommodations](#) (📄 233 KB) **NEW!**
- [Guidance for Mask Use in Schools](#) (📄 230 KB)

St. Ignatius School is carefully preparing for the following levels of emergency:

Level Green Limited Risk	Level Yellow Caution	Level Orange Restricted	Level Red Critical
Open No restrictions	Open with full occupancy Cohorts required for distancing Remote learning for students with pre-existing health concerns who have been given this advice from their family doctor.	Blended Learning Higher level of restriction Smaller Cohorts required for distancing Remote learning for students with pre-existing health concerns as well as students whose families choose Remote Learning.	Closed Remote learning except for K-6 children of critical workers and for students with pre-existing health concerns who have been given this advice from their family doctor.

**Level Orange: In-class learning for all students who choose to attend. Families are now given the option to keep their children at home. This will allow schools more flexibility and will help facilitate the 2 meter social distancing that is required at this caution level.**

**Public health orders and guidance: Risk of COVID-19 transmission is low to moderate.**

**St. Ignatius School Specific Plan**

St. Ignatius School has implemented a multi-layered approach.

School Community will respond to a survey to determine how many students will attend classes. To complete the survey, please go to: [Orange Caution Level: Family Choice Survey](#)

Responses as of October 23, 2020 indicate the following class sizes:

<b>N</b>	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
5	20	18	19	25	20	25	24	21	17

**Staffing considerations:**

- Music, French and Physical Education classes will be suspended as needed
- Specialists will be re-assigned to classroom cohort duties as needed

**Layer 1: Building and Maintenance Preparations**

- Classrooms have been re-configured to allow for 2 meters or more distancing between each student
- Signage will be placed throughout the building and outside the building reminding all people to social distance.
- Signage and floor markings to manage flow of common areas such as hallways and washrooms
- The School library will be re-purposed as an isolation space for students who exhibit symptoms during the school day
- Stop signs will be placed outside all washroom facilities
- Signs will be placed in every hallway, entrance and classroom reminding people to adhere to social distancing practices.
- Proper Handwashing instructions will be posted in every washroom and classrooms where there is a sink
- The French room will be reconfigured as a classroom.
- The multipurpose room will be reconfigured as a classroom.
- The science lab will be reconfigured as a classroom.

**Layer 2: Sanitization of the Facility**

- We have purchased an Anolyte fogging system which allows us to disinfect areas in a timely manner in order to eliminate air-borne pathogens. Anolyte is eco-friendly and is safe for people, animals and plants.
- Additional maintenance staff has been hired
- Bathrooms will be sanitized 5 times per day
- High touch surfaces such as stairway guardrails, door handles, etc. will be disinfected frequently throughout the day
- The gymnasium will be sanitized throughout the day to allow for recess use
- Homeroom teachers will sanitize manipulatives such as Lego after use in the cohort.
- Student desks and all classroom surfaces will be sanitized daily
- Chairs will be pulled out at the end of the day so the Anolyte disinfectant will reach all surface areas of chairs
- Chairs will be labelled with the student's name so they use the same chair throughout the school year.

### **Layer 3: Personal Protective Equipment**

- Plexiglas desk shields have been purchased for every student in our school. These will create a cubicle style barrier for each student when seated
- Non-medical masks are now mandatory in grades 4 – 8.
- Masks must be changed throughout the day. Please pack your child(ren) 3 masks per day. They should be changing masks after morning recess, lunch and afternoon recess. Please provide your child(ren) with a Ziploc bag or other receptacle for storage of used masks.
- All adults will wear masks at all times when 2 meter distancing cannot be maintained.
- Staff members who move between cohorts will wear medical-grade masks
- The school has ordered 2 re-usable masks for each student and staff member.
- The school has ordered several hundred disposable masks to have on hand for staff or students who forget their mask at home.
- Visitors will only be permitted to enter the building via the School Office Entrance.
- No visitor will be permitted into the school unless they are wearing a mask.
- Plastic face shields have been purchased for all staff who choose to wear them
- Medical grade masks have been purchased for students who become symptomatic during the school day. When this occurs, the student will be asked to wear a mask and immediately isolated from others. They will have adult supervision at all times. Parents will be notified to pick up their child promptly.

### **Layer 4: Cohorts**

- Students will remain in the classroom cohort throughout the day with the exception of recess
- Students will only share materials within their classroom cohort

### **Specialty Area concerns for maintaining cohorts and limiting exposure between cohorts**

#### **Technology**

- Students will not be able to use the computer lab due to constraints of sanitizing all devices between use
- Bring Your Own Device will be policy wherever possible
- If a student is unable to bring a device when there is a classroom need, the school will provide a device
- If a student borrows a device, they will be sanitized by school staff before they may be used by another student
- Special sanitizers will be used to protect devices
- Parents will be instructed to leave school grounds at the end of the school day and not to allow students to play on the play structure or field in order to maintain strict cohort interactions.

#### **Library**

- Library classes will be suspended
- Teachers will select resources from the library for classroom use
- Teachers will be responsible for signing books in and out of the library for the cohort
- Books will be quarantined for 48 hours before being made available to another cohort

**Secondary Cohorts: Recess and Lunch**

- Educational Assistants, Administration and parent volunteers will supervise lunch.
- Support staff will supervise outdoor recess.
- Recess and lunch times will be staggered
- Outdoors cohorts may not exceed 75 students so no more than 5 cohorts will be outside at the same time.
- In order to limit contact between classroom cohorts, when outside, each cohort will be assigned an area. For example, grade 1 on the play structure, grade 3 on the field and grade 5 on the basketball court.

**Tertiary Cohorts: Before and After School Program**

- Students will maintain a 2 meter distance between each other.
- Nursery to grade 1 will be in the multipurpose room
- Grades 2 – 6 will be in the gymnasium
- Grade 7 & 8 will remain in the classrooms

**Additional Important information for Before and After School Program****Before School**

- Before school will begin at 7:30 a.m.
- All students will enter through the main school entrance
- Parents who accompany their child into the school must wear masks at all times
- Students from grades 4 – 8 must wear their mask into the building.

**After School**

- Depending on our numbers, students will be assigned groups and rooms.
- No snack will be provided due to current Public Health Guidelines
- Due to this, the after school cost is reduced to \$7.00/day for this school year
- Please pack your child an additional snack for after school.

Please note that our student numbers for Before and After School must be limited this year due to constraints in staffing and spacing.

Parents are expected to pick up children in a timely manner. Emergency drop in spots are extremely limited.

**Layer 5: Health Screening**

Parents will be expected to screen their child for symptoms of COVID-19 or flu-like symptoms each day before bringing them to school. Parents will be directed to use the Province of Manitoba's screening tool, available online at <https://sharedhealthmb.ca/covid19/screening-tool/> For your convenience, I have attached a screening tool to this email for you to print up and use at home.

**According to Dr. Brent Roussin, the most important thing that we, as a community, can do to support each other throughout the pandemic is to self-screen at home.**

It will be absolutely imperative that staff and students experiencing symptoms stay at home until they can confirm the symptoms are not COVID related.

All families are asked to sign the Parent Agreement form that is attached to this email. Please send the signed form to school with your youngest or only child on the first day that they are scheduled to attend classes.

If at any time, students show symptoms of illness, the following will occur:

- Administration will be notified
- Student will be asked to wear a medical-grade mask and will be isolated from their peers in the school library with adult supervision
- Parents will be contacted for immediate pick up
- For the most up-to-date, factual, information on COVID-19 please visit [manitoba.ca/covid19/](https://www.manitoba.ca/covid19/).

#### **Important notes from the Government of Manitoba Guide For Parents**

All parents will be reminded regularly that students must stay home when sick or exhibiting any symptoms of a cold, flu, or COVID-19. They must remain at home until symptoms have been gone for 24 hours. **It is currently mandatory for all family members to self-isolate when an individual living in their household has COVID-19 symptoms until a negative test result is reported.**

If your child has any symptoms, call Health Links for guidance at (204) 788-8200 or toll-free at 1-888-315-9257. Please err on the side of caution.

Any incident of COVID-19 in a school will result in immediate contact by Public Health with instructions if that student and/or cohort must self-isolate, if they need to be tested and when they can return to school.

Further information can be found at:

[https://www.edu.gov.mb.ca/k12/covid/docs/K-12\\_GuideForParents\\_Sept2.pdf](https://www.edu.gov.mb.ca/k12/covid/docs/K-12_GuideForParents_Sept2.pdf)

#### **Layer 6: School Day Scheduling Principles and Health Education School Day Schedule**

##### **Before School program**

Begins at 7:30 a.m.  
Students will enter via the main school entrance.  
Nursery – Grade 1 Multipurpose Room  
Grade 2 + gymnasium  
Multipurpose room and Gymnasium disinfected prior to classes starting

<p><b>Regular attendance – staggered daily entry</b></p>	<p>Each grade level will be assigned an entrance so that only 2 student cohorts share an entrance          Exterior of the building - Entrances will be marked with the grade level that enters there          Administration will direct traffic at the driveway beginning at 8:35.          There will be no playground supervision. Instead, beginning at 8:35, students will be asked to enter the building directly through their assigned entrances.          Staff will be stationed at each entrance in order to sanitize hands and ensure social distancing requirements are respected.          Students will be sent directly to homerooms.          Homeroom teachers will be present in the classrooms at 8:35 to receive students.</p>
<p><b>Recess</b></p>	<p>Morning recess will be staggered.          With both physical and emotional health and wellness being foremost in all of our minds, the daily schedule for students has been changed. Morning and afternoon recesses have been increased to 25 minutes in duration from 15 minutes.</p> <p>At the end of a recess where another cohort of students will be exiting the building, students who are outside will line up outside and wait to enter the school building after the next group of students has already exited. This limits hallway congestion and allows for the transfer of students to happen in an outdoor space</p>
<p><b>Lunch</b></p>	<p>Lunch time will be staggered to accommodate the two secondary cohorts having time outside.          Lunch will be supervised by Educational Assistants and Teachers          Cohorts designed to use different exits at all recesses, different outdoor areas          Students are not required to wear masks during outdoor recess</p>
<p><b>Daily Dismissal</b></p>	<p>In order to ensure social distancing at the end of the day when students are dismissed, dismissal times will be staggered. This will ensure only one classroom cohort is lined up at a given entrance at a time.          Children from Nursery to grade 5 will dismissed on to the playground. Older students in grades 6-8 will use front entrances.</p>
<p><b>Evacuation Procedures</b></p>	<p>Running actual fire drills is not conducive to social distancing. However, students must have a full understanding of how to exit the building in the event of an actual emergency. Therefore, homeroom teachers will have the students run Fire Drills on an individual class basis so that they know how to evacuate quickly if needed.</p>
<p><b>After School program</b></p>	<p>In order to minimize the number of cohorts in the school, students who remain after 3:30 will stay in their classrooms. After school staff will be assigned supervision throughout the school facility.</p>



### **Hygiene Education**

- Use of hand sanitizer station upon entering and exiting the building
- Use of hand sanitizer station and/or hand washing before and after washroom use
- Hygiene education will be reviewed and reinforced.
- Students will be reminded to wash their hands throughout the day.
- Every two hours throughout the school day we will announce “BE AWARE, AREA CARE”
- This will be a consistent reminder to staff to have children wash their hands or use hand sanitizer, wipe down areas that require it, and for maintenance staff to do routine sanitization of common surfaces such as doorknobs and handrails

### **Blended Teaching and Learning Model**

In Orange Caution Level, we must re-envision teaching and learning. Combining Remote Learning and in-class learning in a flexible way so students in both learning models have equal opportunity for engaging with their teachers and receiving on-going, consistent learning and assessment.

Regardless of the mode of delivery, we are committed to:

- Relationships between teachers and students
- Relationships between students
- Relationships between Administration and families
- Access to the curriculum and appropriate programming
- Process and content
- On-going feedback and assessment
- Student well-being
- Communication between all stakeholders

### **Guiding Principles**

- Learning should be flexible and responsive to the needs of families to allow them to access the type of learning that best suits them at different times
- Students and their relationships with teachers and classmates should be maintained to the fullest extent possible and with the least disruption possible
- Teacher and support staff workload must be managed in order for our plan to be sustainable
- Learning opportunities must be tailored for the developmental stage of the learner
- Learning opportunities must be tailored for the diversity of student needs

### **Team Work to Achieve Blended Learning**

Cohort teachers will work in teams.

- Each team will take turns teaching the in-class learners and the remote learners
- IT specialist and Administrator will assist with technology needs in order to deliver live-stream classes daily in all cohorts
- Specialists will be assigned cohorts in which to assist.
- Educational Assistants will assist with no more than 2 cohorts

### **School Preparation for the Blended Teaching and Learning Model**

- School Administration sent home a student survey in April, 2020 which provided information on access to Internet and Technology
  - All students at St. Ignatius School have WIFI and/or Internet access at home
  - All students at St. Ignatius School have access to e-mail and the learning platforms used by the school as outlined in Scenario 3.
- School Administration sent home a survey in September 2020 regarding student need for access to technology at home. Students who choose to learn remotely who do not have access to technology will be provided with iPads or Chromebooks
- School Administration sent home a Family Choice Survey on October 9, 2020 in order to determine the number of students who would remain in school and the number of students that would move to Remote Learning
- Webcams have been purchased for the purpose of livestreaming daily lessons in every classroom from grade 1 – grade 6
- Additional Chromebooks have been purchased
- Tripods have been purchased for each classroom
- Bandwidth has been increased to meet the increasing needs of remote technology
- All teachers have been trained in the use of appropriate technology for the developmental stage of their students.
- Since the start of the school year, all teachers have introduced students and their caregivers to the technology that will be used in the event that they are learning from home.
- Administration has prepared a flexible timetable that works across Caution Levels

Teachers will continue to be responsible for planning for instruction, differentiating for individual student needs, and assessing student work, progress and achievement, which will support the identification of next steps for learning with students. This will require regular communication with students and families that will need to plan during the school day. Teachers will need to schedule planning and assessing times into their day, along with professional learning in pedagogy and methodology in distance and on-line learning.

### **Guidelines for Students working from home**

#### **Curriculum**

- Priority areas for learning are literacy and numeracy, as these are foundational to future learning in school and life, with opportunities for social studies, science, physical education/health education, the arts, and etc. These areas of learning can be incorporated broadly into learning at home using activities and possibly supported by online resources where applicable and available.
- Teachers will work to prioritize learning expectations (outcomes) to ensure that students continue to progress.
- Teachers will honour children's families and communities, recognizing that children interact with and learn in a variety of contexts and that family engagement in a child's Learning is a critical support for their school success (*Time for Learning, Time for Joy*).
- Teachers will make connections between the activities they provide to the learning outcomes. Think about learning, rather than content coverage – how might teachers creatively support curricular learning in the context of a child's home environment
  - For example, BIG IDEA projects designed for independent learning
- Student learning will be further enhanced through family time and experiential learning opportunities such as purposeful play, outdoor activities, storytelling, reading and cooking.
- Reading, writing and mathematics are everywhere in the home and community. Making natural connections to these areas will provide students with authentic opportunities to build insights, relationships and deeper understandings about print and number.
- Whenever possible, teachers will plan hands-on learning experiences and activities that allow for different levels of independence – what can children do on their own without ongoing adult support.
- Teachers will continue to plan for the range of individual student needs, including levels of independence and support.

#### **Remote Learning Standards and Time commitments**

Students learning from home will consist of a combination of on-line learning and/or home learning packages prepared by schools.

#### **Part 1:**

- Grades 1 – 4: Real-time, livestreamed instruction will be provided for 4 - 5 hours per week
- Grades 5 – 6: Real-time, livestreamed instruction will be provided for 5 – 6 hours per week
- Grade 7 - 8: In-class learning on alternating days. Homework will be sent home for the at home learning days.
- Kindergarten students will receive weekly activities in packages that can be picked up at the school office. Kindergarten students will not receive livestreamed instruction.

Math and ELA will lessons will be livestreamed on alternating days.

Assistance will be offered through Remote Learning Coordinators on a daily basis. This will occur one-to-one or in small groups via ZOOM.

### **Part 2:**

- Grades 1 – 4 will engage in independent work for 2 – 2.5 additional hours/day
- Grades 5 – 6 will engage in independent work for 3 – 3.5 additional hours/day
- Grades 7 & 8 will engage in independent work for 3 – 3.5 hours/day on the days they are learning from home

### **Assessment**

- Outcome-based assessment is more critical than ever
  - Clear goals and criteria
  - Meaningful, individualized feedback
  - Assessment for learning is the focus (formative)

Grade 1 - 4: assignments will be posted on See Saw and packages will be made available for pickup on a weekly basis. Teachers will complete assessments using See Saw, Zoom and through packages that are completed and returned via the school office.

Grade 5 – 8: assignments will be posted on Teams. Assessments will be completed using Teams as well as through work that can be turned in at the school office.

### **Relationships and Connections**

- Relationships between students and their teachers continue to be important, and at this time, whole family connections are more important than ever.
- Teachers should endeavour to connect one on one with students at least once per week using the most appropriate means to contact the student.
- Where there are additional school supports and/or with whom the child has a connection, those relationships should also continue, as available.
- Relationships between children within their class community continue to be important. Schools will facilitate ways for students to communicate regularly with their peers, using the resources available within their community
- Schools will continue to monitor the well-being of their students and their families and to share resources, connecting them with school division personnel and community agencies.
- Schools will coordinate among teachers to establish a “main school contact” for families so as not to overwhelm families with multiple contacts and connections that may overlap.

### **Communication**

Grade 1 – 4: Teachers will communicate with parents through email, phone conversations and zoom if needed.

Grade 5 – 8: Teachers will communicate with students directly via email and Teams. Parents will be contacted on an as needed basis.

**School Day Structure for In-Class Learning**  
**Cohort planning**  
**Physical Distancing Measures and Professional Assignments**

**Cohort 1: Nursery School room**  
**Nursery students**  
**Mrs. Hogarth**

- Tables with seating spaced 2 meter apart
- Desk shields for all students
- Up to 15 students in the classroom
- No carpet space/time allowed in any classroom
- Collaborative learning will be suspended

**Cohort 2: Kindergarten Room**  
**Kindergarten students**  
**Mrs. Kirby**

- Tables with seating spaced 2 meter apart
- Desk shields for all students
- Up to 10 students in the classroom
- No carpet space/time allowed in the classroom
- Collaborative learning will be suspended

**Cohort 3: Current Grade 1 Room**  
**Grade 1 students**  
**Mrs. Mahoney**

- Tables – seating approaching 2 m
- Desk shields for all students
- Up to 12 students in the classroom
- No carpet space/time allowed in the classroom
- Collaborative learning will be suspended

**Cohort 4: Current Grade 2 Classroom**  
**Grade 2 students**  
**Mrs. Ouimet**

- Tables – seating approaching 2 m
- Desk shields for all students
- Up to 13 students per classroom
- No carpet space/time allowed in classroom
- Collaborative learning will be suspended

**Cohort 5: Current Grade 3 classroom**  
**16 Grade 3 Students**  
**Mr. Kjell**

- Tables – seating approaching 2 m
- Desk shields for all students
- Up to 12 students per classroom
- No carpet space/time allowed in classroom
- Collaborative learning will be suspended

**Cohort 6: Current Grade 4 classroom**  
**15 Grade 4 students**  
**Mrs. Noonan**

- Tables – seating approaching 2 m
- Desk shields for all students
- Up to 12 students per classroom
- No carpet space/time allowed in classroom
- Collaborative learning will be suspended

**Cohort 7: French Room**  
**14 students (9 grade 3 & 5 grade 5 students)**  
**Mr. Eichel**

- Tables – seating approaching 2 m
- Desk shields for all students
- Up to 12 students per classroom
- No carpet space/time allowed in classroom
- Collaborative learning will be suspended

**Cohort 8: Grade 5 Classroom**  
**16 grade 5 students**

- Tables – seating approaching 2 m
- Desk shields for all students
- Collaborative learning will be suspended

**Cohort 9: Grade 6 Classroom**  
**16 Grade 6 Students**

- Tables – seating approaching 2 m
- Desk shields for all students
- Collaborative learning will be suspended

**Cohort 10 : Grade 7 Classroom**  
**14 students (8 grade 5 students & 6 grade 6 students)**  
**Mr. Verrelli**

- Tables with seating spaced 2 meter apart
- Desk shields for all students
- Up to 13 students per classroom
- Collaborative learning will be suspended

**Cohort 11: Current grade 8 classroom**  
**Grade 7 Students will attend classes on alternating days**  
**Mr. Barnson – Math, Science Religion**  
**Mrs. Sine – ELA & Social Studies**

- Tables and desks with seating spaced 2 meter apart
- Desk shields for all students
- Up to 17 students per classroom
- No carpet space/time allowed in classroom
- Collaborative learning will be suspended

**Cohort 12: Science Lab**  
**Grade 8 Students will attend classes on alternating days**  
**Mrs. Sine – ELA, Religion & Social Studies**  
**Mr. Barnson – Math & Science**

- Tables with seating spaced 2 meter apart
- Desk shields for all students
- Up to 17 students per classroom
- No carpet space/time allowed in classroom
- Collaborative learning will be suspended

**Secondary Cohorts: Recess**

<b>Recess Cohort A</b>							
<b>Cohort</b>	<b>Gr</b>	<b>Morning recess placement</b>	<b>Lunch recess placement</b>	<b>Afternoon recess placement</b>	<b>Recess Door</b>	<b>Entrance/Dismissal Door</b>	<b>Dismissal TIME</b>
<b>1</b>	Nursery	Left Field	Structure	Left Field	Nursery	Nursery	3:20
<b>2</b>	Kinder	Structure	Left field	4 square	Primary	Primary	3:20
<b>3</b>	1	Basketball court	4 square	Structure	Primary	Primary	3:30
<b>4</b>	2	4 square	Right field	Basketball court	Back Foyer	Back Foyer	3:20
<b>11</b>	7	Right Field	Gym	Gym	Back Gym	Front Gym	3:30
<b>12</b>	8	Gym	Left field	Right Field	Back Gym	Front Gym	3:30
<b>Recess Cohort B</b>							
<b>Cohort</b>	<b>Gr</b>	<b>Morning recess placement</b>	<b>Lunch recess placement</b>	<b>Afternoon recess placement</b>	<b>Recess Door</b>	<b>Entrance/Dismissal Door</b>	<b>Dismissal TIME</b>
<b>5</b>	3	Structure	4 square	Left Field	Back Gym	Back Gym	3:20
<b>6</b>	4	Left Field	Structure	Right field	Back Gym	Back Gym	3:30
<b>7</b>	3/4	Basketball court	Left field	Structure	Back Gym	Back Foyer	3:30
<b>8</b>	5	4 square	Right field	Gym	Back Foyer	Front Foyer	3:20
<b>9</b>	6	Right Field	Gym	Basketball Court	Back Foyer	Front Foyer	3:30
<b>10</b>	5/6	Gym	Basketball Court	4 square	Back Gym	Front Gym	3:20



### All classes

- Recess will be staggered and areas of the playground will be assigned on a rotational basis
- No more than 3 cohorts outside for recess at a time
- Students will remain in the homeroom area throughout the day
- Cohorts may use the gymnasium on a pre-scheduled basis
- Teachers will receive 1 prep per day which will be covered by Resource, Administration and Junior High specialists
- Learning materials will not be shared between cohorts

### Other Considerations

- **Water fountains** will not be available. Children should come to school with a full water bottle every day. The bottle will be sent home everyday for cleaning. We do have a water bottle filling station in the school for students to use throughout the day.

When weather permits, students will not change shoes to go outside. Although this will increase cleaning needs in the school, it will limit unnecessary interactions that occur when changing shoes, lining up, etc.

In order to be diligent about limited unnecessary access to our facility, limiting hallway traffic and any unnecessary opportunities for interaction between cohorts, and contamination, the following changes have been decided:

- Grade 7 & 8 students will not be permitted off site for lunch
- Microwaves have been removed from classrooms
- There will be no milk program this year.
- Volunteer opportunities will be suspended
- Inter- School sports are cancelled for this school year.
- All community events such as the back to school BBQ are cancelled until further notice.
- There will be no special lunches or hot dog days this year

### Extracurricular Activities

- Co-curricular options (activities and learning events that are in support of curricular areas or programs that supplement existing curriculum such as improv, debate, robotics, additional mathematics) and extracurricular activities are to be suspended
- Indoor choir and the use of wind instruments are not permitted.
- All field trips are to be postponed or cancelled.
- Intramurals and other sports events are postponed or cancelled

## COVID-19 NOTIFICATION PROCESS FOR ST. IGNATIUS SCHOOL




Public Health receives a positive lab report for a school-aged child or school staff member


Public Health contacts the family of the child or the staff member to determine if they were in school during the infectious period



Public Health notifies the principal of the school to verify potential exposures/close contacts during the infectious period




Public Health emails a letter to the school principal to distribute to all families to inform that a confirmed case was identified and what action is required



The school principal notifies the Pastor, the Superintendent, the School Board, the staff and all families via e-mail with information as to what actions must be taken



The school principal ensures that all Public Health recommendations are implemented



The school principal communicates follow up information to the school community as required via e-mail