

WELCOMING OUR STUDENTS BACK

August 27, 2020



Fort La Bosse School Division Re-Opening Plans

Elkhorn School Re-Opening Plans

Elkhorn School plans for re-opening are guided by the direction of the Province of Manitoba and Fort La Bosse School Divisions plans for re-opening. Elkhorn School plans are indicated in red font in this document.

The best place for students in September is in the classroom. Fort La Bosse and Elkhorn Schools' "Welcoming Our Students Back to School" Plan will support the return of students and staff to in class learning.

This past school year was a challenging time for students, families and educators. Manitobans will be living with COVID-19 for the foreseeable future. We must adapt and learn to live safely amidst the pandemic. It is in the best interests of children to be in school, so we must mitigate the effects of COVID-19 on students and families to ensure that learning and assessment continues for all.

Manitoba will return to in-class learning in September for all students while continuing to follow public health advice throughout the school year and for the duration of the COVID-19 pandemic.

Uncertainty around COVID-19 may have some families reluctant to send their children back to in-class learning. Building confidence and mitigating risk will be key to full participation. Remote learning will be in place for students who have been medically advised not to return to in-class learning due to COVID-related factors. Families who choose not to send their children to school will need to consider other education options such as homeschooling.

Ultimately, decisions about the extent to which in-class learning resumes throughout the 2020-21 school year will be guided by public health advice and the extent of COVID-19 transmission in Manitoba's communities at any given time.

Guiding Principles

- Safety, health and well-being for all students, staff and families is a priority.
- High quality learning and assessment continues for all students.
- Accessible, trauma-informed resources and supports for students, parents and caregivers.
- Consistent, reliable and appropriate connection to school learning and belonging, for every student.
- System-wide communication and collaboration will promote consistent approaches throughout the province.

The 2020-21 School Year

Schools will reopen for teachers and staff on September 2, 2020 with students returning on September 8, 2020. Manitoba will return to in-class learning for all in the fall. School divisions and independent schools have prepared re-opening plans for different public health response levels as follows:

1. In-class learning resumes for all, with near normal conditions.
 2. In-class learning resumes with additional public health measures.
 3. Remote learning from home, with limited use of school facilities.
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Planning Considerations for All Response Levels

Plan for All Response Levels – Safety and preparedness are paramount. [The province confirmed that in-class learning will resume \(Response Level 1\), September 8th, 2020.](#)

Public Health Orders and Guidance – Current evidence indicates that staff and students can return to school while protecting individual health and minimizing risks from a public health perspective. Schools will follow up-to-date public health orders and guidance. Guidelines will be adjusted as necessary to reflect the latest public health information.

Physical Distancing Measures – Resuming in-class learning still requires physical distancing. Schools have considered strategies for how to manage foot traffic flow in entrances and hallways to avoid congregation. Schools will limit nonessential visitors and stagger drop-offs, pick-ups, class times and breaks to the greatest extent possible. Schools will also refrain from scheduling assemblies and gatherings that exceed public health advice.

Cohorts – In classrooms, on buses and during activities when physical distancing may not be possible, emphasis is put on other public health measures and limiting interaction between groups. It is important to limit potential exposures by keeping groups of students (e.g. classes) together and avoiding interactions with other groups. In the event that there is a case in a class, this practice can drastically reduce the potential number of exposed staff and students.

Priorities for In-class Learning – Schools are critical to the mental health and well-being of children. Planning has focused on returning as many students to in-class learning as possible while following public health advice and is subject to available physical space and resources. Full-time in-class learning is a priority for early years students and students with special needs, both of whom benefit from face-to-face interaction with educators and who may have difficulties navigating remote learning independently. Their return to school also provides parents and caregivers with a greater ability to return to work.

Specialty Programming – Technology education programming will continue, provided public health measures such as daily symptom monitoring, physical distancing and/or cohorts can be maintained. For extracurricular activities, schools have assessed their ability to continue. Schools will ensure that they follow Manitoba's Restoring Safe Services [Sports Guidelines](#) and [Guidelines for Vocalists and Instrumentalists](#).

School Transportation – Physical distancing and/or cohorts are also required on school transportation. Parents will be encouraged to transport their own children if at all possible.

Blended Learning – Teacher-directed remote learning may be an essential component of K-12 education throughout the pandemic. Asynchronous (working independently on their own) and in-class and remote learning plans may need to be implemented on short notice. Remote learning plans may need to be developed for students with underlying health conditions that prohibit them from returning to in-class learning (before broad access to a vaccine) and students in 14-day quarantine or isolation. Some students will require support to obtain access to devices and Internet for participating in remote learning. Mechanisms to maintain ongoing contact with students who are participating in remote learning are critical to keeping students engaged. There has been planning for other factors that affect learning and the well-being of students, staff, and families.

Personal Risk Factors – Arrangements will be made for students, teachers, administrators and school staff who may be at higher risk of COVID-19 due to underlying health conditions or other risk factors.

Recovery Learning – Some students have had lower participation in remote learning than others and educators have been creative in addressing the achievement/learning gap that may exist. Student assessment and transition planning emphasized and responded to [recovery learning](#) needs and were identified in the June 2020 report cards. Mental health and wellbeing is critical to re-opening plans. Professional learning opportunities for administrators, educators and staff has been emphasized, as well as collaborative planning and supports.

If public health results deteriorate or guidelines are not sufficient, new measures may be paused and previous measures may be re-introduced.

Maintain social distancing to the greatest extent possible, whenever possible.

Mental Health Supports: (provided to staff and families)
Fort La Bosse School Division Counsellors:
Wendy Bancescu (204-851-1891) Chelsea Braybrook (204-851-6422)

Adult Mental Health Access Services – 1-855-222-6011
Adolescent Mental Health Services – 1-204-748-4346
Community Mental Health Services – Brandon – 1-204-578-2400
Anxiety Disorders Association of Manitoba – 1-204-826-2773
Kids Help Phone – 1-800-668-6868

In class learning:

- Kindergarten to Grade 8 students will return for five days of in-class instruction (full instructional day) per week.
- Students in Grade 9 to 12 will return for up to five days per week of in-class instruction if high schools are able to effectively implement social distancing and the use of cohorts to reduce the risk of transmission and to ensure documentation for contact tracing. ***It has been determined that all Fort La Bosse grades 9-12 students will return full time; attendance is expected.***
- Students with special needs in all grades will return for five-days of in-class instruction (full instructional day) per week.

Contact Tracing and Outbreak Management

In the event of confirmation of a case of COVID-19 connected with a school, public health will lead the response and provide guidance, including ensuring appropriate supports are in place to coordinate the response. Information regarding a confirmed case will be shared by the school, outbreaks are communicated through Manitoba media bulletins and handled by public health.

Public Health may:

- Request records that identify cohorts/groups of staff, students, volunteers and visitors in the school for a specified timeframe;
- Offer testing following established guidelines to staff, students, volunteers and visitors that may have been exposed to a positive case; and
- Assess the need for the school to be closed for a period of time.

Public health will advise staff and students if they have been in close contact, if they need to self-isolate or self-monitor and when they can return to school.

Public Health guidance mandates that students, grades 4-12, staff and visitors wear non-medical masks in all schools when physical distancing of 2 m is not possible.

It is strongly recommended that all students, grades 4-12, wear non-medical masks at all times while attending Fort La Bosse Schools. When physical distancing cannot be achieved, masks are mandatory. When accessing divisional transportation, all students grades 4-12 and bus drivers are required to wear a mask.

It is strongly recommended that all staff in Fort La Bosse School Division when instructing or supporting student learning, with students grades 4-12, wear non-medical masks at all times. When physical distancing cannot be achieved, masks are mandatory.

Visitors will be requested to wear a mask when entering the school.

Non-medical masks will be made available for those that do not have their own.

Non-medical masks can be removed during outdoor class learning/instruction and play to provide a mask-free break. Physical distancing should be maintained to the best extent possible.

Please note, younger students may wear a mask, but it is not a requirement. Any staff or students that are not able to wear masks due to medical conditions are asked to provide a medical note.

Hand Hygiene

- Staff and students will wash their hands frequently with soap and water for at least 20 seconds at the following times:
 - At the start of the day and before going home;
 - After going to the washroom and helping children with washroom routines;
 - Before and after recess;
 - Before preparing food and before and after eating;
 - After getting hands dirty;
 - After wiping noses or handling dirty tissue;
 - Before and after putting on and taking off a mask;
 - Before and after being on a bus;
 - After soothing a crying child
 - Before and after diaper changes (students and staff)
 - After coughing, sneezing, or blowing nose; and
 - After cleaning tasks (staff).



Re-opening Response Levels - Definitions

Level 1: In-class learning resumes for all; near normal with public health measures.

Public health advice	<ul style="list-style-type: none">• This re-opening response level has been initiated based on public health advice as the risk of COVID-19 transmission is very low, and as such, physical distancing requirements can be removed or modified for in-school learning.
Physical distancing measures	<ul style="list-style-type: none">• Physical distancing requirements will be removed or modified for in-school learning, according to identified cohorts.• All other public health measures remain in place.• Group size is increased to allow full in-class learning.• Option for remote learning remains for students who cannot attend in-class for medical reasons.
Areas of focus	<ul style="list-style-type: none">• Core curriculum and required courses will be prioritized.• Electives may be limited where feasible, if they are not affecting educational requirements.



Level 2: In-class learning resumes with additional public health measures.

- In-class learning resumes, five days per week, for students in K-8, students with special needs (all grades) and students who require additional supports.
- Schools may increase in-class learning for Grades 9-12 to five days per week if they can maintain physical distancing and limit interaction between different groups of students. If not, Grades 9-12 will participate in blended in-class and remote learning, with a minimum of two days in class per week.

<p>Public health advice</p>	<ul style="list-style-type: none"> • This re-opening level will be initiated based on public health advice because the risk of COVID-19 is low to moderate.
<p>Physical distancing measures</p>	<ul style="list-style-type: none"> • Physical distancing is required. • Creation of more space for children in the classroom with desks spaced two metres apart (minimum one metre). This may require smaller class groupings. • In classrooms, on buses and during activities when a full two metres physical distancing may not be possible, extra emphasis is put on other public health measures, with an emphasis on limiting interaction between groups. • Single classes will stay together to avoid interactions with other groups/classes. Where smaller groups/classes are not feasible due to a range of electives, physical distancing is required. • Larger groups (e.g. several classes or grades) will be kept together to reduce the amount of interaction between students. Locations of classrooms (e.g. same wing of school), movement of teachers instead of students, use of additional space (e.g. gyms, libraries, multipurpose spaces), and alternate day attendance will be used to reduce mixing. • Timetable in-class students by cohorts to avoid mixing of groups. • Field trips will be cancelled if physical distancing cannot be accommodated. Outdoor venues are lower risk of transmission of COVID-19 and crowded venues and exposure to other groups should be avoided. Out-of-province and international travel will remain subject to ongoing guidance from public health.
<p>Areas of focus</p>	<ul style="list-style-type: none"> • Limit gatherings in common areas, such as lobbies and lunchrooms. • Prioritize core curriculum and required courses. • Electives may be limited where feasible, if they are not affecting educational requirements. Consideration may be given to offering some electives remotely/via distance.



Level 3: Limited Use of Schools (as was Implemented June 1, 2020)

- In-class learning is suspended. Teacher led remote learning for all K-12 students.

Public health advice	<ul style="list-style-type: none">• In the event of moderate to widespread transmission, in-class learning will be suspended, but school facilities may be used for specific programming, following the guidelines for the limited use of school facilities. School divisions and schools will make decisions around the use of school facilities based on local needs.• In the event of widespread transmission, schools may be closed and limited use of schools will be suspended for all K-12 students.
Physical distancing measures	<ul style="list-style-type: none">• Two metres of physical distancing is required.• Multiple groups of students can operate within a school setting at the same time provided groups can be kept apart.
Areas of focus	<ul style="list-style-type: none">• Key focus on literacy, numeracy and other curricular areas as time and resources permit.• Facilitate contact with students to keep them engaged in remote learning.• Ensure access to learning resources for all, including technology and addressing connectivity issues.• Schedule student appointments and small groups for assessment, planning and special programming as needed.

For all 3 Response Levels:

If symptoms (even mild symptoms) of the Covid-19 virus persist **beyond 24 Hours** please be tested.

Results will be back in 2-3 days.
Health Links: 1-888-315-9257

**Anything that cannot be easily wiped down within a classroom will be put into storage.
For example: stuffed animals.**



Preparing for the Return to In-Class Learning

Fort La Bosse Re-Opening Plan:

Elkhorn School Re-Opening Plan: Measures taken in Level 1 will be continued and altered as necessary in subsequent levels.

Response Level 1: The following measures will be in place for Tuesday, September 8, 2020.

Institutional (Operations)

School facilities have been prepared to accommodate physical distancing, including increased sanitation, hand hygiene and implementation of other public health provisions. The guidelines for re-opening school facilities have been followed. These will be updated regularly to reflect new public health orders and guidance.

- This response level has been initiated based on public health advice. Under this level, physical distancing (management of foot traffic in entrances, hallways and shared spaces) is encouraged during all hours of school operations and after school activities to the greatest extent possible.

Elkhorn School will set up physical spaces to allow for the greatest physical distancing possible.

Plastic dividers will be used on many classroom tables to provide a barrier between students and their respective work areas.

Homeroom groups and cohorts have been established to reduce interactions between groups.

Kindergarten to grade 8 students will remain in their homerooms as much as possible. Teachers will change rooms, rather than the students.

Arrows on the floor will indicate traffic flow and dots will be placed to indicate where to stand in areas that may have lineups.

Outside doors will remain locked throughout the school day to allow traffic flow to be monitored.

Visitors to the school must sign in and are asked to remain in the office area as they are assisted.

Elkhorn School will record attendance for staff, visitors, and students. Under direction of Public Health, the school will also maintain a record of absenteeism and cohorts.

Classroom and washroom doors will remain open throughout the day to limit the touching of these high frequency contact points.

All non-bus students are strongly encouraged to go home for lunch.

**Institutional
(Operations)
(continued)**

Microwaves will not be available for heating student lunches.

There will be some reorganization of the grade 7 – 12 lockers. Students are encouraged to carry their school supplies with them throughout the day as much as possible.

Couches will be removed from the hallways.

The grade 12 lounge will not be available for student use until further notice.

Intramural programs and field trips will be suspended until further notice.

High school sports will follow guidelines set out by the Manitoba High School Athletics Association.

Outside user groups will not be allowed to use school facilities until further notice.

- Increased and proper hand hygiene (frequent hand washing), and other public health protocols (coughing, sneezing) will always be expected.

Elkhorn School will have hand sanitizing stations in or just outside of all classrooms and also at all entrances.

Staff and Grade 4 – 12 students will be required to wear masks in the school when 2 m physical distancing cannot be maintained. Kindergarten – grade 3 students are strongly encouraged to wear a mask. Reusable masks should be washed daily.

Public health protocols and handy hygiene will be expected by students, staff, and guests.

Handwashing schedules will be established and staff will model and supervise effective handwashing technique.

Water fountain spigots will be shut off and fountains will be used as water bottle filling stations only. Students are encouraged to bring a full water bottle from home with them each day.

- Increased cleaning and sanitation.

Custodial staff, students, and staff will participate in increased cleaning and sanitation. A list of daily high touch points that require extra cleaning throughout the day has been created.

Shared technology devices will be disinfected prior to each use.

- Provision of cleaning supplies and Personal Protective Equipment (PPE) as needed.

Cleaning supplies and PPE, including masks, sanitizer, shields, plastic dividers, etc. will be supplied by the division as required.

**Institutional
(Operations)
(continued)**

Information has been posted about physical distancing, cleaning and other public health measures to help schools prepare for in-class learning.

- All schools will continue with public health protocols including communicating to families in a timely manner (at least monthly). Websites and social media accounts will be updated regularly.

Elkhorn School will communicate public health protocols through any of the following: School web page, emails to families, and their Facebook page.

- Continue with signage posted throughout the schools regarding self-screening, hand washing, and physical distancing.

Signage will be posted throughout the school to remind students, staff, and guests about public health protocols. (Hand washing, masks, physical distancing, hand hygiene, COVID-19 symptoms checklist, directional decals, etc.)

Adjustments to transportation routes and schedules has occurred, and included asking parents to transport their own children where possible.

- All bus drop off and pick up schedules will be reviewed to minimize congestion, students grade 4-12 and bus drivers will be required to wear masks.

Elkhorn School will follow the directives of the Fort La Bosse Transportation Department and their policies.

If multiple buses arrive at the school at the same time the first bus that arrives will completely unload. The next bus in line will then proceed forward and unload.

Students will enter assigned doors when they disembark from the bus.

- Request that parents who are able to bring their children to school do so on a volunteer basis.

Elkhorn School encourages parents who live in rural areas to bring their children to school whenever it works well for that family.

Learning

Plan for recovery learning. Action plans were created to address students' recovery learning needs and were identified in the June 2020 report card.

- All professional staff will review transition plans for incoming students.

Elkhorn School staff met in June to work on transition plans for the 2020-21 school year. Students who require recovery learning have been identified and we have planned accordingly to meet the needs of those students.

Learning (continued)

Schedules have been adapted to facilitate levels of physical distancing (outdoor classrooms, frequent and staggered hand-washing breaks, staggered recesses and lunch breaks, physical distancing measures in place in classrooms and bathrooms).

- As required, scheduling has been put into place for staggered handwashing and washroom breaks.

Elkhorn School will implement a schedule for handwashing and washroom breaks. Homerooms/cohorts will use designated washrooms and sanitation stations. Students will sanitize as they enter the school and also at designated times throughout the day.

- Facilities have floor decaling/signage to assist with traffic flow.

Elkhorn School will have floor decals and dots to stand on the floor of the school. Entrances/exits will indicate which homeroom group/cohort is to use that entrance/exit.

- Assigned areas on the playground for cohorts have been established. Dismissal and re-entry formats have been addressed.

Elkhorn School will have homerooms play on assigned areas of the playground. The dismissals/re-entries for the homerooms at recesses will be slightly staggered to help alleviate congestion in the hallways.

- Alternatives to assemblies and other events to promote school spirit will occur on a school by school basis.

Elkhorn School will develop alternatives to assemblies and other larger events to promote school spirit. The Elkhorn Student Council will help to implement activities that allow public health recommendations to be adhered to.

Plan for blended in-class and remote learning models.

- **Not applicable** for response level 1. In class learning is **expected**.

Elkhorn School staff will plan and prepare for in class learning for response level one. If there are students with specific learning needs they will be addressed on a case by case basis.

School Staff

Orient staff to new public health protocols that must be followed in the school, before resuming in-class learning. Include all staff in orientation, including bus drivers, custodial staff, etc. If volunteers are on site in a limited way ensure they receive orientation when they begin.

- September 2 is scheduled as a divisional staff orientation day. Response level one guidelines will be reviewed.

Elkhorn School staff will meet on September 2, 2020 to review the school plan, division plan, and the plan set out by Manitoba Education. All staff groups including teachers, educational assistants, custodial staff, bus drivers, administrative assistants, librarians, and other support staff will review and be familiar with the pertinent information.

- The online [COVID-19 screening tool](#) will be used to inform staff orientation and include information on self-monitoring, managing a suspected case of COVID-19, managing shared spaces, etc.

Elkhorn School staff will be familiar with the COVID-19 screening tool and protocols on how to manage someone who is displaying COVID-19 symptoms.

Elkhorn School staff will self-screen each day before coming to work.

Identify staff who may need to work at home due to underlying health concerns that make them more vulnerable to exposure to COVID-19, and make any necessary adjustments.

- Response level 2 and 3: Accommodations will be considered on a case by case basis where health is compromised. Employees required to work from home will be expected to provide a doctor note. Employees working from home will be responsible for continuing with assigned duties as per school timetable which includes planning, reporting and communicating.

Accommodations will be made on a case by case basis.

Plan for health and safety training that may be required, and also ensure that professional learning focuses on COVID-19 pandemic priority areas, including recovery learning, collaborative planning, mental health and well-being and remote learning strategies.

- Health and safety, along with the overall planning strategy will be addressed at the September 2 orientation meeting.

Elkhorn School staff will address health and safety and plan accordingly on September 2, 2020.

Students
and
Families

Identify students with disabilities and those who are vulnerable to disengage from school, develop and implement strategies to re-engage them and prioritize these students for five days a week in-class learning, where possible.

- Schools will establish individualized plans that are inclusive of a 5 day in class learning schedule. Refer to [Resources Supporting Students with Special Needs](#) for principles and practical resources to assist with planning.

Elkhorn School will establish individualized plans as needed. The Resources Supporting Students with Special Needs will be referred to when appropriate.

Communicate expectations for in-class attendance and participation in remote learning.

- Students are expected to attend in-class learning.

Elkhorn School will notify parents that students are expected to attend in class learning in Response Level 1.

- All schools will communicate start up expectations by Friday, September 4, 2020 to all families via communication protocols.

Elkhorn School will communicate start up expectations with families on or before Friday, September 4th.

- Communication with families and students will occur through email, online platforms, websites and letters home as appropriate.

There will be regular communications via email, Facebook, and the school website.

Strategies for regular communication with families to raise awareness of the health and safety measures implemented at the school, and ensure the understanding that students may not attend school when sick or exhibiting symptoms of illness.

- Refer to the online [COVID-19 screening tool](#) to develop materials.
- Communicate that in-class learning may be increased or suspended on short notice in response to changing public health advice
- All schools will communicate start up expectations by Friday, September 4, 2020 to all families via communication protocols.
- Ongoing communication with families and students will occur through email, online platforms, websites and letters home as appropriate.
- Encourage families to have a back-up plan in the event of illness
- Communicate mental health supports

Elkhorn School will communicate with families on an ongoing basis. Information has been provided on these topics and will continue to be updated as it evolves.

Fort La Bosse Re-Opening Plan:

Elkhorn School Re-Opening Plan: Measures taken in Response Level 1 will be continued and altered /enhanced as necessary.

Response Level 2:

<p>Institutional (Operations)</p>	<p>Prepare school facilities to accommodate physical distancing, including increased sanitation, hand hygiene and other public health provisions. Follow the guidelines for re-opening school facilities. These will be updated regularly to reflect new public health orders and guidance.</p> <ul style="list-style-type: none">• This response level will be initiated based on public health advice. Under this level, physical distancing is required during all hours of school operation and after school activities. Elkhorn School staff will take the necessary measures to meet the recommendations of public health and to meet revised requirements.• All classrooms are to be configured with learning spaces 2 m apart. Cohorts of students may be spaced 1 m apart when 2 m is not attainable. Elkhorn School will configure learning spaces 2 m apart where possible. When 2 m is not attainable students will be in cohorts and spaced a minimum of 1 m apart. Masks will continue to be worn by all students from grade 4 – 12 when physical spacing of 2 m is not attainable. Mask use will continue be strongly encouraged for kindergarten – grade 3 students.• In classrooms or on buses where spacing expectations (1 m or 2 m) cannot be met, expectations must be set to limit interaction. Elkhorn School will continue to limit interactions in Response Level 2 by using homeroom groupings/cohorts.• All extra-curricular activities will be canceled if physical distancing requirements cannot be accommodated. Elkhorn school will cancel all extra-curricular activities if physical distancing requirements cannot be accommodated. We will follow the direction of the division, province, and MHSAA as they outline them for Response Level 2.• Increased and proper hand hygiene (frequent hand washing), and other public health protocols (coughing, sneezing) will always be expected. Elkhorn School will adhere to the recommended public health protocols. Staff and students will be made aware of requirements and ensure that they are met.
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Institutional
(Operations)
(continued)

- Access to school buildings by non-essential visitors will require an appointment and/or by calling ahead.

Elkhorn School will notify all stakeholders that appointments must be made by calling ahead.

- Schools shall refrain from scheduling assemblies and gatherings that exceed public health advice.

Elkhorn School will refrain from having any assemblies or gatherings that exceed public health guidelines. We will use other methods to communicate what we would have communicated in the assembly/gathering.

- Recess – cohorts will have designated zones to play. Social distancing should be to the greatest extent possible. Many cohorts can be outside at the same time in their designated areas.

Elkhorn School will continue to have students play in designated areas based on their homerooms/cohorts in Response Level 2.

Post information about physical distancing, cleaning and other public health measures to help schools prepare for in-class learning.

- All schools will continue with public health protocols including communicating to families in a timely manner, at least monthly. Websites and social media accounts will be updated regularly.

Elkhorn School will remain committed to communicating with families in a timely manner. Emails, Facebook, and website updates will continue to provide families with evolving and relevant information in Response Level 2.

- Continue with signage posted throughout the schools regarding self-screening, hand washing, and physical distancing.

Elkhorn School will continue to post signage and update/add any relevant signage.

- Provision of cleaning supplies and PPE as needed

Elkhorn School and the Fort La Bosse school division will continue to provide PPE as required in Response Level 2.

Plan for adjustments to transportation routes and schedules for all stages of re-opening, including asking parents to transport their own children where possible.

- All bus drop off and pick up schedules will be adjusted to minimize congestion.

Elkhorn School will follow the directives of the Fort La Bosse School Division Transportation Department in an effort to minimize congestion. Any additional requirements for Response Level 2 will be communicated to staff, students, and parents and followed through by Elkhorn School.

	<ul style="list-style-type: none"> Request that parents who are able to bring their children to school do so on a volunteer basis. <p>Elkhorn School will continue to encourage parents to bring their children to school in Response Level 2.</p> <ul style="list-style-type: none"> Out of province and international travel will remain subject to public health direction. <p>Elkhorn School will follow the directives of public health regarding out of province and international travel.</p> <ul style="list-style-type: none"> If physical distancing of 2 m cannot be accommodated, extra emphasis is put on limiting interaction between students. <p>Elkhorn School will continue to limit interactions between students through homerooms/cohorts when physical distancing of 2 m is not attainable.</p>
<p>Learning</p>	<p>Plan for recovery learning. Develop action plans to address students' recovery learning needs identified in the June 2020 report card.</p> <ul style="list-style-type: none"> All professional staff will review transition plans for incoming students and plan accordingly. <p>Elkhorn School staff met in June to work on transition plans for the 2020-21 school year. Students who require recovery learning have been identified and we have planned accordingly to meet the needs of those students.</p>
	<p>Adapt schedules to facilitate levels of physical distancing (outdoor classrooms, frequent and staggered hand-washing breaks, staggered recesses and lunch breaks, physical distancing measures in place in classrooms and bathrooms).</p> <ul style="list-style-type: none"> As required, scheduling will be put into place for staggered handwashing and washroom breaks. <p>Elkhorn School will continue to use and modify hand washing schedules and washroom breaks in Response Level 2.</p> <ul style="list-style-type: none"> Lunch will be eaten in homerooms; physical distancing will be expected. <p>Students will eat lunches in their homerooms with physical distancing requirements in place.</p> <ul style="list-style-type: none"> All facilities will have appropriate floor decaling/signage to assist with traffic flow. <p>Elkhorn School will continue to use and update floor decaling and signage to help with traffic flow in Response Level 2.</p>
	<p>Plan for blended in-class and remote learning models.</p> <ul style="list-style-type: none"> When appropriate, individualized home learning plans will be developed and administered. <p>Elkhorn School staff will develop and administer individualized home learning plans as required.</p>

Learning (continued)

- Plan for digital and blended learning as appropriate.

Elkhorn School will plan for digital and blended learning as appropriate, while taking the learning needs of students, access to technology, access to the internet, and other relevant factors into consideration.

- To support planning, refer to the list of [learning resources](#) for educators provided on the Manitoba Education website.

Elkhorn School staff will use learning resources for educators provided on the Manitoba Education website to support their planning.

School Staff

Orient staff to new public health protocols that must be followed in the school, before resuming in-class learning. Include all staff in orientation, including bus drivers, custodial staff, etc. If volunteers are on site in a limited way, ensure they receive orientation when they begin.

- September 2 is scheduled as a divisional staff orientation day. The appropriate plan as determined by Manitoba Education will be reviewed.

Elkhorn School staff will be focusing on Response Level 1 during their training on September 2nd. Staff will also be aware of the requirements for Response Level 2 and 3 and work to get ready for a potential change in response level.

- The online [COVID-19 screening tool](#) can be used to inform staff orientation and include information on self-monitoring, managing a suspected case of COVID-19, managing shared spaces, etc.

Elkhorn School staff will be familiar with the COVID-19 screening tool and protocols on how to manage someone who is displaying COVID-19 symptoms.

Elkhorn School staff will self-screen each day before coming to work.

Identify staff who may need to work at home due to underlying health concerns that make them more vulnerable to exposure to COVID-19, and make any necessary adjustments.

- Self-assessment tools will be made available for daily screening.

Elkhorn School staff will use the screening guidelines to self-screen daily.

- Staff must stay home if sick or displaying symptoms.

Elkhorn School staff will stay home if they are sick or displaying symptoms.

- Increased frequency of cleaning and sanitation, particularly high- touch surfaces and common/shared areas, will be required.

Elkhorn School custodial staff will clean and sanitize high touch/traffic and common/shared areas frequently.

School Staff (continued)

- Accommodations will be considered on a case by case basis where health is compromised. Employees required to work from home will be expected to provide a doctor note. Employees working from home will be responsible for continuing with assigned duties as per school timetable which includes planning, reporting and communicating.

Accommodations will be made on a case by case basis.

- Timetabling will accommodate collaboration through overlapping prep time and after school planning opportunities for the 2020-2021 school year. (remotely if needed)

Whenever possible, timetabling will accommodate collaboration through overlapping prep time and after school planning opportunities.

Plan for health and safety training that may be required, and also ensure that professional learning focuses on COVID-19 pandemic priority areas, including recovery learning, collaborative planning, mental health and well-being and remote learning strategies.

- Health and safety, along with the overall planning strategy will be addressed at the September 2 orientation meeting.

Elkhorn School staff will address health and safety and plan accordingly on September 2, 2020.

Students and Families

Identify students with disabilities and those who are vulnerable to disengage from school, develop and implement strategies to re-engage them and prioritize these students for five days a week in-class learning, where possible.

- Schools will establish individualized plans that are inclusive of a 5 day in class learning schedule. Refer to [Resources Supporting Students with Special Needs](#) for principles and practical resources to assist with planning.

Elkhorn School will establish individualized plans as needed. The [Resources Supporting Students with Special Needs](#) will be referred to when appropriate.

Communicate expectations for in-class attendance and participation in remote learning.

- Students are expected to attend in-class learning, however, students who are unable to return to school due to personal or family health risks factors related to COVID-19 will be supported in remote learning.

Elkhorn School will continue to communicate expectations for in-class attendance and participation in remote learning.

- Communication with families and students will occur through email, online platforms, websites and letters home as appropriate.

There will be regular communications via email, Facebook, and the school website.

**Students
and
Families
(continued)**

Develop comprehensive strategies for regular communication with families to raise awareness of the health and safety measures implemented at the school, and ensure the understanding that students may not attend school when sick or exhibiting symptoms of illness.

- Refer to the online [COVID-19 screening tool](#) to develop materials.
- All schools will communicate start up expectations by Friday, September 4, 2020 to all families via communication protocols.
- Ongoing communication with families and students will occur through email, online platforms, websites and letters home as appropriate.

Elkhorn School will communicate with families on an ongoing basis. Information has been provided on these topics and will continue to be updated as it evolves.

Fort La Bosse Re-Opening Plan:

Elkhorn School Re-Opening Plan: Measures taken in Response Level 1 & 2 will be continued and altered/enhanced as necessary.

Response Level 3:

<p>Institutional (Operations)</p>	<p>Prepare school facilities to accommodate physical distancing, including increased sanitation, hand hygiene and other public health provisions. Follow the guidelines for re-opening school facilities. These will be updated regularly to reflect new public health orders and guidance.</p> <ul style="list-style-type: none">• This response level will be initiated based on public health advice. Under this response level, physical distancing (2 m) is required during all hours of school operation and after school activities. Elkhorn School staff will take the necessary measures to meet the recommendations of public health and to meet revised requirements. This may require creating a rotating schedule for students to attend school.• All classrooms are to be configured with learning spaces 2 m apart. Elkhorn School will configure learning spaces 2 m apart. Additional learning spaces may be created and planning will be required to supervise and meet student needs.• In classrooms or on buses where spacing expectations cannot be met, schools are to schedule groups/classes of students to attend school for in class instruction. Groups of students are to be kept apart. For example, odd days – odd grades. Elkhorn School staff will determine if amended schedules needed and determine what the rotation will be. The rotation will ensure that groups of students are kept apart and that social distancing can be maintained.• All extra-curricular activities will be cancelled if physical distancing requirements cannot be accommodated. Elkhorn School will cancel all extra-curricular activities if physical distancing requirements cannot be accommodated. We will follow the direction of the division, province, and MHSAA as they outline them for Response Level 3.• All outside user groups activities will be cancelled. Elkhorn School will cancel all user group activities.• Access to school buildings by non-essential visitors will require an appointment and/or by calling ahead. Elkhorn School will notify all stakeholders that appointments must be made by calling ahead.• Schools shall refrain from scheduling assemblies and gatherings that exceed public health advice. Elkhorn School will refrain from having any assemblies or gatherings that exceed public health guidelines. We will use other methods to communicate what we would have communicated in the assembly/gathering.
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Institutional (Operations) (continued)

- Proper hand hygiene (frequent hand washing), and other public health protocols (coughing, sneezing) will always be expected.

Elkhorn School will adhere to the recommended public health protocols. Staff and students will be made aware of requirements and ensure that they are met.

- Recess – cohorts will have designated zones to play. Social distancing should be to the greatest extent possible. Many cohorts can be outside at the same time in their designated areas.

Elkhorn School will continue to have students play in designated areas based on their homerooms/cohorts in Response Level 3.

Post information about physical distancing, cleaning and other public health measures to help schools prepare for in-class learning.

- Continue with public health protocols including communicating to families in a timely manner, at least monthly. Websites and social media accounts will be updated regularly.

Elkhorn School will remain committed to communicating with families in a timely manner. Emails, Facebook, and website updates will continue to provide families with evolving and relevant information in Response Level 3.

- Continue with signage posted throughout the schools regarding self-screening, hand washing, and physical distancing.

Elkhorn School will continue to post signage and update/add any relevant signage.

- Provision of cleaning supplies and PPE as needed.

Elkhorn School and the Fort La Bosse school division will continue to provide PPE as required in Response Level 3.

Plan for adjustments to transportation routes and schedules for all stages of re-opening, including asking parents to transport their own children where possible.

- Bus schedules will be adjusted to eliminate congestion

Elkhorn School will follow the directives of the Fort La Bosse School Division Transportation Department in an effort to minimize congestion. Any additional requirements for Response Level 3 will be communicated to staff, students, and parents and followed through by Elkhorn School.

- Request that parents who are able to bring their children to school do so on a volunteer basis.

Elkhorn School will continue to encourage parents to bring their children to school in Response Level 3.

**Institutional
(Operations)
(continued)**

- Out of province and international travel will remain subject to public health direction.
Elkhorn School will follow the directives of public health regarding out of province and international travel.
- Physical distancing of 2 m will be expected, plans will adjust to accommodate this requirement.
Elkhorn School will set up learning spaces to ensure 2 m physical distancing.

Learning

Plan for recovery learning. Develop action plans to address students' recovery learning needs identified in the June 2020 report card.

- All professional staff will review transition plans for incoming students and plan accordingly.
Elkhorn School staff met in June to work on transition plans for the 2020-21 school year. Students who require recovery learning have been identified and we have planned accordingly to meet the needs of those students.

Adapt schedules to facilitate levels of physical distancing (outdoor classrooms, frequent and staggered hand-washing breaks, staggered recesses and lunch breaks, physical distancing measures in place in classrooms and bathrooms).

- Scheduling will be put into place for staggered handwashing and washroom breaks.
Elkhorn School will continue to use and modify hand washing schedules and washrooms breaks in Response Level 3.
- Lunch will be eaten in homerooms, ensuring 2 m distance between students.
Students will eat lunches in their homerooms with 2 m physical distancing requirements being met.
- All facilities will have appropriate floor decaling/signage to assist with traffic flow and physical distancing.
Elkhorn School will continue to use and update floor decaling and signage to help with traffic flow in Response Level 3.

Plan for blended in-class and remote learning models.

- When appropriate, individualized home learning plans will be developed and administered.
Elkhorn School staff will develop and administer individualized home learning plans as required.
- To support planning, refer to the list of [learning resources](#) for educators provided on the Manitoba Education website.
Elkhorn School staff will use learning resources for educators provided on the Manitoba Education website to support their planning.

School Staff

Orient staff to new public health protocols that must be followed in the school, before resuming in-class learning. Include all staff in orientation, including bus drivers, custodial staff, etc. If volunteers are on site in a limited way, ensure they receive orientation when they begin.

- September 2 is scheduled as a divisional staff orientation day. The appropriate plan as determined by Manitoba Education will be reviewed.

Elkhorn School staff will be focusing on Response Level 1 during their training on September 2nd. Staff will also be aware of the requirements for Response Level 2 and 3 and work to get ready for a potential change in response level.

- The online [COVID-19 screening tool](#) can be used to inform staff orientation and include information on self-monitoring, managing a suspected case of COVID-19, managing shared spaces, etc.

Elkhorn School staff will be familiar with the COVID-19 screening tool and protocols on how to manage someone who is displaying COVID-19 symptoms.

Elkhorn School staff will self-screen each day before coming to work.

Identify staff who may need to work at home due to underlying health concerns that make them more vulnerable to exposure to COVID-19, and make any necessary adjustments.

- Self-assessment tools should be made available to ensure awareness of symptoms and for daily symptom screening and monitoring.

Elkhorn School staff will use the screening guidelines to self-screen daily.

- Staff must stay home if sick or displaying symptoms.

Elkhorn School staff will stay home if they are sick or displaying symptoms.

- Increased frequency of cleaning and sanitation, particularly high-touch surfaces and common/shared areas, will be required.

Elkhorn School custodial staff will clean and sanitize high touch/traffic and common/shared areas frequently.

- Accommodations will be considered on a case by case basis where health is compromised. Employees required to work from home will be expected to provide a doctor note. Employees working from home will be responsible for continuing with assigned duties as per school timetable which includes planning, reporting and communicating.

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Whenever possible, timetabling will accommodate collaboration through overlapping prep time and after school planning opportunities.

<p style="text-align: center;">School Staff (continued)</p>	<p>Plan for health and safety training that may be required, and also ensure that professional learning focuses on COVID-19 pandemic priority areas, including recovery learning, collaborative planning, mental health and well-being and remote learning strategies.</p> <ul style="list-style-type: none"> Health and safety, along with the overall planning strategy will be addressed at the September 2 orientation meeting. <p style="color: red;">Elkhorn School staff will address health and safety and plan accordingly on September 2, 2020.</p>
<p style="text-align: center;">Students and Families</p>	<p>Identify students with disabilities and those who are vulnerable to disengage from school, develop and implement strategies to re-engage them and prioritize these students for five days a week in-class learning, where possible.</p> <ul style="list-style-type: none"> Schools will establish individualized plans that are inclusive of a 5 day in class learning schedule. Refer to Resources Supporting Students with Special Needs for principles and practical resources to assist with planning. <p style="color: red;">Elkhorn School will establish individualized plans as needed. The Resources Supporting Students with Special Needs will be referred to when appropriate.</p>
	<p>Communicate expectations for in-class attendance and participation in remote learning.</p> <ul style="list-style-type: none"> Students are expected to attend in-class learning, however, students who are unable to return to school due to personal or family health risks factors related to COVID-19 will be supported in remote learning. <p style="color: red;">Elkhorn School will continue to communicate expectations for in-class attendance and participation in remote learning.</p> <ul style="list-style-type: none"> Communication with families and students will occur through email, online platforms, websites and letters home as appropriate. <p style="color: red;">There will be regular communications via email, Facebook, and the school website.</p>
	<p>Develop comprehensive strategies for regular communication with families to raise awareness of the health and safety measures implemented at the school, and ensure the understanding that students may not attend school when sick or exhibiting symptoms of illness.</p> <ul style="list-style-type: none"> Refer to the online COVID-19 screening tool to develop materials. All schools will communicate start up expectations by Friday, September 4, 2020 to all families via communication protocols. Ongoing communication with families and students will occur through email, online platforms, websites and letters home as appropriate. <p style="color: red;">Elkhorn School will communicate with families on an ongoing basis. Information has been provided on these topics and will continue to be updated as it evolves.</p>

Information and Resources

More information on Manitoba Education's COVID-19 response, including resources, planning documents, and Frequently Asked Questions, can be found at Latest [COVID-19 Education News](#).

[My Learning at Home](#) is a resource to assist families to support their children in remote learning from home.

Current information about COVID-19 in Manitoba can be found at [Province of Manitoba | COVID-19](#)

The government of Manitoba COVID-19 support document [workplace guidance for business owners](#) may also be useful.
