

# Welcoming Our Students Back to Teulon Elementary

## September 2021

August 30<sup>th</sup>, 2021

Dear Teulon Elementary Families,

It is my hope that the following plan eases some of the understandable concern you or your child may have preceding this second year of re-opening schools during the pandemic. In the following school plan, you will see that our procedures and expectations have been carefully thought-out to adhere to provincial and divisional expectations and to ensure a safe and caring start for our community.

Our T.E.S. Plan is organized into three sections:

**Family Preparedness** *What is my responsibility as the parent or caregiver?*

**Teaching and Learning** *Where and how will learning take place?*

**Building Operations** *How will we enhance cleaning and operations?*

All members of the Teulon Elementary School community are encouraged to visit the divisional website regularly at [www.interlakesd.ca](http://www.interlakesd.ca) for updates, and parents/caregivers are reminded to *please* ensure the contact information (email and phone number) we have on file at the school is correct.

**The first day of school for grades 1-6 is Thursday, September 9<sup>th</sup>** (Kindergarten, we will see you on September 15<sup>th</sup> or 16<sup>th</sup>). Please note that our annual open house and welcome back barbecue will be postponed.

Our school community will continue to err on the side of compassion, respect the public health measures and one another, and respond effectively together. As always, if you have further questions please do not hesitate to reach out to me, our Vice Principal, Mr. Josh Harrison, or any one of our dedicated teachers.

Sincerely,

Ms. Sarah Hadfield

Principal

*The plan provided in the following pages is based on the most current information available and has been developed in consult with Interlake School Division senior administration. We fully acknowledge that additional questions will continue to arise and that our school procedures will continue to evolve in response to the health of our community and the information available to us from public health.*

## **Family Preparedness**

*For provincial information about Manitoba's re-opening plans for the 2021-2022 school year, please visit: [Restoring Safe Schools – A Guide for Parents, Caregivers and Students](#)*

### **1. At-home Screening and Monitoring**

**It is the responsibly of each parent or caregiver to screen their child before sending them to school.** If you child is feeling symptoms, or unwell, please keep them home. You can see the COVID-19 Shared Health Screening Tool at: <https://sharedhealthmb.ca/covid19/screening-tool/> . Families are also encouraged to call **Health Links-Info Sante (1-888-315-9257)** for direction.

### **2. Having a Pick-up Plan**

If students are showing any signs of feeling unwell at school it is expected parents pick up their child, or have a plan for a designated care-giver to act in their place. Please understand that during this time, we will be cautious and sending staff and students home who may be showing signs of illness. It is extremely important to keep the school informed of the contact you would like for your child in the case you cannot be reached.

### **3. Attendance and In-School Participation**

All students in good health are expected to attend and participate in classroom learning and outdoor activities. Should you keep your child home due to illness or otherwise, we support you, however please notify the school. Now more than ever, families are encouraged to use email and/or the agenda-book that each child has been given to keep in communication with their teacher and the school. We will also use school messenger to send texts, emails, and phone messages.

### **4. Picking up or Dropping off your Child**

In the event that your child arrives late or you need to pick your child up mid-day, please notify the office of your arrival by calling (204) 886-2620 or by ringing the front door bell. You will be instructed to proceed to the appropriately assigned cohort entrance and your child will meet you there. For safety reasons, please always check in with the office first. Parents picking up children at school are asked (as they are in non-pandemic times) to please not park in our staff parking lot. Please park at the hall, familiarize yourself with your child's cohort colour and door, and meet them outside at the end of day.

## 5. Visiting the School or Joining us as a Volunteer

Visitors please report to the front office by ringing the buzzer at the front door. If entering the building, all visitors must sign in. At all times, parents, visitors, volunteers, and guests are required to adhere to the same physical distancing and hygiene practices that are in place for our students and staff. Non-medical masks are required for all visitors and volunteers in our building.

## 6. Role of Public Health

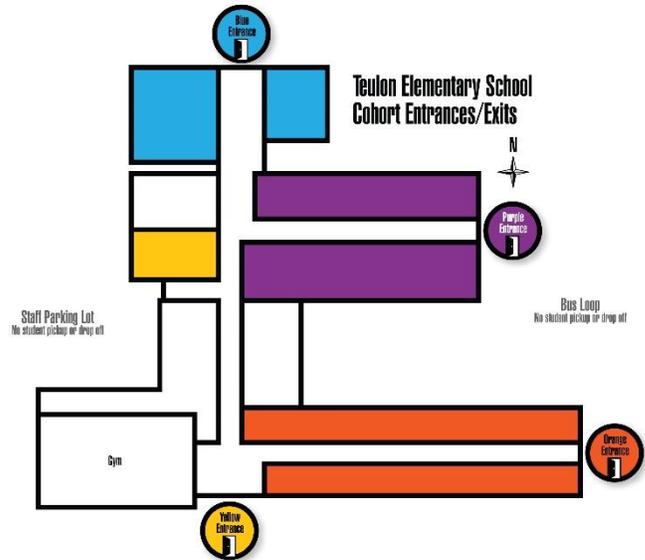
In the event of confirmation of a case of COVID-19 connect with our school, public health will take the lead. They will advise staff and families on next steps, self monitoring or isolation, and when return to school is safe.

# Teaching and Learning: Preparedness and Procedures

## 1. Cohorts at Teulon Elementary

Our school will consist of four cohorts (groups) of students. Although your child will be spending the majority of their time with their own class and classroom teacher, the cohort model keeps groups of students together to limit interaction and assist with contact tracing. Cohort size will be approximately 75 students and students will stay within their cohort spaces to the best of their ability.

To ensure entrances, exits, handwashing stations, and washrooms are well marked for our young students, we have implemented a colour coded system. Please note that these colours are in no way affiliated with any provincial colour-coding systems in place, colour coding just happens to be the most effective and straightforward way to direct groups of children and parents. Please familiarize yourself and your child with their entrance/exit\* to the building.



*\*In the event of emergency evacuation, students and staff would continue to use the closest exit as stated in our Emergency Preparedness Plan.*

Kindergarten	Grades 1-2	Grades 3-4	Grade 5-6
Yellow	Orange	Purple	Blue

## 2. Teaching, Learning, and Planning

Teaching and learning needs will be addressed with communication and collaboration between: last year's teacher, the current teacher, our early literacy support teacher, and resource teachers. The return to school emphasises classroom routines, the rebuilding of community and relationships, and understands the need for planning.

## 3. Outdoor Learning, Physical Education, and Recess

Outdoor learning and use of our playground for Physical Education classes is strongly encouraged at Teulon Elementary.

When students arrive at school each morning, they will play outdoors until we begin a staggered entrance at 8:45. Cohorts will be kept apart from each other thanks to our very large playground. Areas of the playground for each cohort will be shared with students and parents on the first day of school.

Nutrition breaks (eating times) will continue as our timetable indicates however with cohorts **YELLOW**, **ORANGE**, and **GRADE 6** eating in their classroom during the first half of the break and going outside for recess during the second half of the break. The remaining cohorts of students will be doing the opposite (playing outdoors first, eating in classrooms second). All students will be required to go outside during their assigned time and respectfully encouraged to practice physical distancing. If your child has been screened at home as healthy to attend school, the expectation is that they will participate in the outdoor portions of the school day.

### Playing Before School

South Playground **YELLOW ORANGE**

North Playground **BLUE**

Walking Trail **PURPLE**

### Morning Nutrition Break (repeats for afternoon break)

	EATING	RECESS
10:30 – 10:50	<b>Grade 6</b> <b>Kindergarten</b> and <b>grades 1-2</b>	<b>Grade 5</b> (north playground) <b>Grades 3-4</b> (south playground)
10:50 – 11:10	<b>Grade 5</b> <b>Grades 3-4</b>	<b>Grade 6</b> (north) <b>Kindergarten</b> and <b>grades 1-2</b> (south)

#### **4. Extra Curriculars**

Extracurricular programs and activities (such as drawing clubs and/or book clubs) may be offered by teachers, however, staff offering programs will use strict cohort groupings. Student initiated or student-run clubs will not be permitted at this time. The availability of safe and practical clubs/teams will be communicated at a later date.

## **Building Operations: Preparedness and Procedures**

### **1. Increased Cleaning and Sanitizing Plan**

Teulon Elementary has increased the frequency and intensity of cleaning, disinfecting and sanitizing, particularly on high-touch surfaces and in common-shared areas. Each common space will be cleaned and sanitized before a cohort change may occur. Shared staff spaces such as the photocopier area and staff room will be cleaned and sanitized following each of the two breaks and at the end of day.

Shared kettles, water coolers, and fridge handles must be wiped between each use.

Classroom teachers will be provided with classroom kits containing sanitizing wipes for immediate needs.

### **2. Physical Distancing**

Each cohort will have an assigned and well marked entrance/exit to the building. Whether your child comes by bus, they walk to school, or they are dropped off, each cohort has an assigned entrance/exit to access or leave the building. When teaching, learning, or playing outdoors, cohorts must also stick to their assigned doors. Staff will supervise and stagger entry at each cohort entrance to ensure physical distancing and proper sanitization.

Students will keep personal belongings (such as their lunch and water-bottle) in a backpack with them when possible and practical. Students and staff will use distanced and cohort-assigned coat hooks and shoe racks as provided. Coat hangers and shoe racks will be marked to show students proper placement of personal items.

We recognize that strict physical distancing at all times, particularly with young children, is not practical in the school setting. Staff will do their best to adhere to these guidelines while using a safe and caring approach with students.

### **3. Handwashing**

Students and staff are required to practice proper handwashing at the beginning and end of the school day, after a visit to the washroom, after getting hands dirty, after wiping noses or handling dirty tissues, after coughing/sneezing/blowing nose, before

and after nutrition breaks, and other activities that may include handling of equipment outside of their classroom.

Hand sanitization supplies and information on proper handwashing will be provided by the school and will be closely supervised by staff.

#### **4. Non-Medical Masks**

Provincially, masks are required for all staff and students in K-12 public schools.

Parents are kindly asked to supply masks, however masks will be provided at the school if needed. Paper bags to store masks while children are outdoors will be provided by the school.

There may be times throughout the day that students will have sufficient space to be physically distanced so that masks can be removed, such as during lunch breaks or mask-free play outdoors at recess.

#### **5. Protocols for Staff and Students Exhibiting Symptoms at School**

Should a student become ill or exhibit symptoms at school, the parent or guardian will be notified and required to arrange for immediate pick up. **Teulon Elementary requires all families to have an “urgent pick up plan” in place.** Parents are asked to create a family plan that ensures they, or the emergency contact person on file at the school, is available to promptly respond to a call and/or pick up request from the school.

Should a staff member become ill or exhibit symptoms at school, they will immediately isolate themselves and go home to monitor symptoms. Staff is strongly advised to contact **Health Links-Info Sante (1-888-315-9257)** for direction.

#### **6. Mental Health and Well-being Support**

Health and well-being must be supported by a network of people who can share your experiences with you. Don't try and manage by yourself. Talk to family and friends and use the resources in your community.

Ask for help if you, or anyone in your family, needs it. Parents are encouraged to seek support through our principals, our guidance counsellor, or through our divisional social worker. All of these caring and trained individuals can be reached through email, by phoning the school, or note sent with your child.

Sarah Hadfield, Principal [shadfield@isd21.mb.ca](mailto:shadfield@isd21.mb.ca)

Josh Harrison, Vice Principal [jharrison@isd21.mb.ca](mailto:jharrison@isd21.mb.ca)

Stacie Tait, Guidance Counsellor [stait@isd21.mb.ca](mailto:stait@isd21.mb.ca)

## ***Need Help Now or don't want to go through the school?***

### **Manitoba Farm, Rural & Northern Support Services**

[supportline.ca](http://supportline.ca) - online counselling

1-866-367-3276 (hours Mon-Fri 10 am to 9 pm)

### **Interlake-Eastern Regional Health Authority**

#### ***CRISIS LINES***

**24 hour Crisis Line: 204-482-5419 or 1-866-427-8628**

**Mobile Crisis Services: 204-482-5376 or 1-877-499-8770**

Adult 2:00 pm – 2:00 am

Youth 17 and under 1:30 pm – 9:00 pm

**Crisis Stabilization Unit: 204-482-5361 or 1-888-482-5361**

Community Mental Health Intake: 204-785-7752 or 1-866-757-6205

## **7. Working Together**

Ongoing, safe, and respectful communication between home and school is needed now more than ever. Please know that we will be keeping in close contact with all families via our website, school calendar and newsletters, and via the agenda books. It is imperative that you ensure your contact information is up to date with the school and continue to engage with our website and letters home.

We can't say it enough: *Our school community will continue to err on the side of compassion, respect the public health measures and one another, and respond effectively together.*