

## RETURN TO SCHOOL PLAN FOR TEULON COLLEGIATE INSTITUTE

August 31, 2020

### 1. Student Learning Preparedness: *How will the school...*

#### a. Cohort students/classes/grades?

Our students will be divided into 3 cohorts: Grades 7/8, Grades 9/10, Grades 11/12. To begin the year, students in Grade 9-12 will be divided into 2 sub-cohorts. Students whose last names begin with A-K will attend school on odd days of the six-day cycle and students with last names beginning with L-Z will attend on even days of the six-day cycle. Our cohort groupings may need to be adjusted throughout the year. If any changes need to be made, parents/guardians will be given advance notice of any changes. It is our goal to have all students attending full time as soon we can safely meet all public health orders.

#### b. Determine course offerings and timetables?

Our course offerings will remain relatively unchanged from what was established in June 2020. However, due to the latest Manitoba Health restrictions and Divisional return to school guidelines, we may be unable to offer some courses. We are presently looking at options to provide replacement courses.

#### c. Address recovery learning and transition planning needs?

With our scaled back start-up, (only half of the 9-12 students being taught each day), teachers will be afforded some time to assess the starting point of their students. Using student profile information generated at the end of June, teachers along with our Resource Team and Learning Support Teacher, will look at providing programming for those students who require recovery learning.

#### d. Coordinate schedules, breaks, recesses, etc.?

Break times for students will remain the same as the previous year. Due to physical distancing requirements some restrictions have been put in place. Grade 7 and Grade 8 students will have access to the gym for their breaks. Our Grade 9/10 and our Grade 11/12 cohorts will have designated break areas (inside and outside) being mindful of physical distancing requirements.

#### e. Plan for extracurricular programs and activities?

Any extracurricular programming will be conducted on a cohort basis. At present, there will be no inter-school activities based on guidance from the Interlake School Division, the Manitoba High School Athletics Association's Return to School Sport Plan and guidelines from sport-governing bodies. These activities will resume once clearance has been given by the above parties (on a sport-by-sport basis).

## 2. Building Operations Preparedness: *How will the school...*

### a. Plan for increased cleaning, sanitization, and hand hygiene?

Increased frequency of cleaning, disinfecting and sanitizing, particularly high-touch surfaces and common/shared areas, will occur. Schedules for custodial staff will be adjusted as needed to ensure compliance with cleaning protocols. Signage will be placed in high traffic areas. Proper hand-hygiene will be stressed with extra hand washing/sanitizing supplies being supplied.

### b. Address physical distancing needs in entrances, hallways, classrooms, and shared spaces?

#### Entrances

Each cohort will enter and exit the school through separate entrances. Hand-washing and/or sanitizing stations will be located at each entrance. It will be mandatory for anyone entering Teulon Collegiate to practice proper hand-hygiene.

Grade 7/8 ---- Junior High Doors (East Doors)

Grade 9/10 ---- Southwest Doors (By Industrial Arts room)

Grade 11/12---- Main Front Doors

#### Hallways

Each cohort will be restricted to separate hallways. On occasions where cohorts need to travel down the same space to access specialized classrooms (Shop, Home Ec.) schedules will be adjusted to allow for students to travel in the space with only students in their cohort. Traffic flow arrows will be placed on the floor to help keep cohorts/grades apart.

#### Lockers

To reduce crowding in the hallways, lockers are not being used until further notice.

#### Canteen

Canteen services have been suspended until further notice.

#### Busses

Masks are required to be worn while being transported on Interlake School Division busses. Non-compliance will see transportation service discontinued.

#### Classrooms

We have done our best to limit specific classrooms to specific cohorts. For the most part, teachers will be moving from class to class rather than students. For specialized classrooms that need to be used by multiple cohorts, scheduled cleaning will occur between use by different cohorts

The use of floor markings will be used throughout the school to visually remind students of physical distancing requirements.

To assist with contact tracing, if needed, teachers will use designated seating plans that will be strictly enforced in their classrooms.

c. Remove or reduce the use of learning materials that cannot be sanitized?

The use of learning materials that cannot be sanitized will be restricted. Any shared materials will be sanitized before being used by another cohort.

The Interlake School Division is providing extra cleaning supplies to all its schools. Many of these supplies will be distributed to classrooms for enhanced cleaning beyond the mandatory twice daily cleaning. Older students will be given access to these supplies by teachers to allow for students to take extra measures if they wish. Responsibility for one's own learning space will be encouraged as a life-lesson for all students.

d. Operationalize the schedule and protocol for student drop-offs and pick-ups?

Our existing schedule and protocol for student drop-off and pick-up will not be affected by our current plan. Students will need to remember to enter and exit the school at their designated doors at all times throughout the day and to practice proper hand-hygiene upon entering the school.

If there is a need to pick up your child during the school day, please contact the school once you arrive and your child will be directed to meet you in the parking lot. If your child is being dropped off at school after 9:00, please contact the office upon arrival and your child will be let into the school through their designated entrance.

e. Communicate and enact protocols for students and staff exhibiting symptoms at school?

Persons exhibiting symptoms will be isolated in a predetermined space in the school and provided with a medical mask to be worn. Parents or caregivers will be notified to come and pick up their child immediately. Schools will require each family to have a plan in place for urgent student pick-up. **PLEASE CONFIRM** your contact information through PowerSchool to assist us. If you have any difficulties updating your contact information please contact the office.

In the event of confirmation of a case of COVID-19 connected with a class, Manitoba 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.

### 3. Student & Family Preparedness: *How will the school...*

- a. Communicate expectations for attendance and participation?

School attendance is mandatory. All students are expected to participate fully in their learning either while in class or via remote learning (if necessary). Students who are attending alternate days will be expected to engage in learning activities at home that have been assigned to them by their teachers. We will use our automated phone system, e-mail and personal phone calls to communicate

- b. Share information about the importance of hand hygiene, symptom monitoring, and other public health measures?

**IT IS EXPECTED THAT ALL PARENTS AND CAREGIVERS WILL SELF-SCREEN THEIR CHILD(REN) AT HOME BEFORE SENDING STUDENTS TO SCHOOL.** Information regarding the importance of hand-hygiene, symptom monitoring and other public health measures will be communicated via hallway signage, announcements, email and on our school website

- c. Plan for parent/guardian/volunteer visits to the school?

To assist in adhering to public health orders, parents/guardians wanting to meet with their child's teacher or the Principal/Vice-Principal are asked to call the school to set up a meeting. All visitors to the school will be required to sign in at the office. Visitors will be asked to provide their name and contact information. Visitors to our building will be asked to wear a mask and practice proper hand-hygiene. If visitors do not have a mask, one will be made available.

- d. Provide access to mental health and well-being supports?

Students will continue to have access to our school-based Student Services team (Resource and Guidance) as well as Divisional supports.

- e. Gather input/feedback from parents on school operations and programming?

Once we have lived with our 'new' reality for a couple of weeks, we will reach out to families using our automated messaging service.

#### 4. RETURN TO SCHOOL: What to expect when...

##### a. Arriving at School?

Students and staff will be expected to wear a mask at all time while at Teulon Collegiate whenever physical distancing is not possible. Students need to engage in proper hand-hygiene upon entering Teulon Collegiate.

Students will report to their first period classroom upon morning arrival.  
There will be no congregating of students in groups throughout the school day.  
Students will enter/exit the school at their specified entrance/exits:

- Grade 7/8—Junior High Doors (East Doors)
- Grade 9/10---Southwest Doors (By Industrial Arts room)
- Grade 11/12---Main Front Doors

##### First Day of Classes

- Grade 7/8 --- Tuesday, September 8, 2020
- Grade 9-12 (last names beginning with A-K) --- Tuesday, September 8, 2020
- Grade 9-12 (last names beginning with L-Z) --- Wednesday, September 9, 2020

Students in Grades 7/8 will attend school everyday. Students in Grades 9-12 will attend school on odd or even days of the six-day cycle based on the first letter of their last name.

##### b. At lunch or end of the day

Students will be assigned cohort-based spaces for their breaks and lunch time. Students who live in town will be encouraged to go home for lunch. Students are encouraged not to share food.

Cafeteria services will be suspended until further notice

Use of student microwaves will be suspended until further notice.

Students leaving the building for lunch or on a spare will do so via the ir designated entrance/exit.

Hand-hygiene is to happen upon re-entry.

##### c. Students in class

Many Physical Education/Outdoor Ed classes will be held outside when possible, please dress accordingly.

d. Washrooms

We are designating our washrooms to certain cohorts to limit cohort to cohort contact.

Grade 7 and 8 students will have access to the Junior High washrooms.

Grade 9-12 students will access the Senior High washrooms.

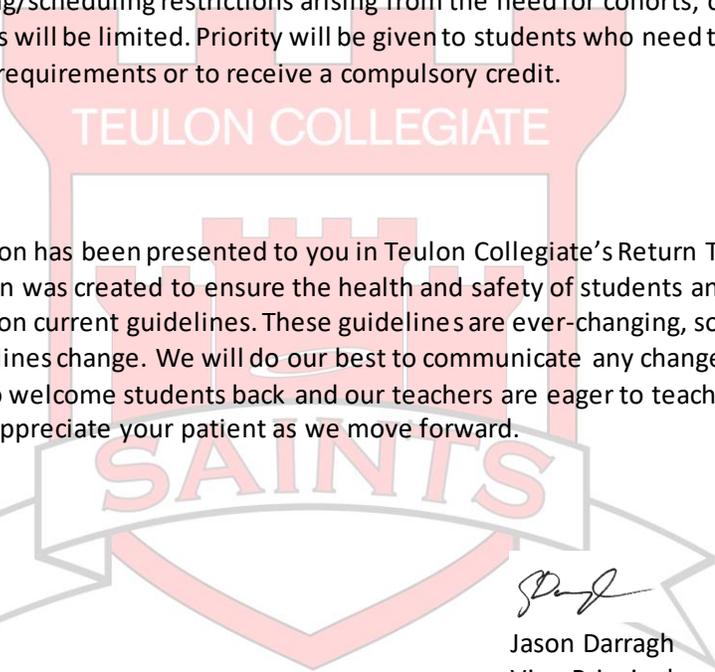
To reduce congestion at morning start-up, our Grade 11/12 students will have access to the gym washrooms and our Grade 9/10 students will be given access to the Senior High washrooms.

Heightened cleaning will occur in our Senior High washrooms due to it being accessed by different cohorts.

e. Course Changes

Due to timetabling/scheduling restrictions arising from the need for cohorts, course selection/changes will be limited. Priority will be given to students who need to make changes to fulfill graduation requirements or to receive a compulsory credit.

A lot of information has been presented to you in Teulon Collegiate's Return To School Plan August 31, 2020. This plan was created to ensure the health and safety of students and staff to the best of our ability based on current guidelines. These guidelines are ever-changing, so expect changes to this plan as the guidelines change. We will do our best to communicate any changes as quickly as we can. We are excited to welcome students back and our teachers are eager to teach. This is everyone's new reality. We appreciate your patience as we move forward.



*Myles Blahut*

Myles Blahut  
Principal

*Jason Darragh*

Jason Darragh  
Vice-Principal