



Back-to-School Guide **2020/21**

École Sainte-Agathe

**This document is designed to complement the DSFM and provincial guides.
Please refer to these two documents for more details.**

**The guide is a condensed version of these documents with specific information
pertaining to École Sainte-Agathe.**

Key information

- Parents are responsible for ensuring their children are not displaying ANY COVID-19 symptoms each day before sending them to school or on the bus.
- All staff members will be required to self-screen before leaving home. They must then confirm that they are symptom-free when they arrive at school.
<https://covid19.soinscommunsmb.ca/covid19/outil-de-depistage/> (French)
<https://sharedhealthmb.ca/covid19/screening-tool/> (English)
- **There will be a staggered entry for all students in Grades 1 through 8:**
 - Group A: will be in school on Tuesday, September 8
 - Group B: will be in school on Wednesday, September 9
 - All students in Grades 1-8 will be in school starting September 10
 - Staggered entry for Kindergarten students throughout September.
- Students walking to school should go directly to their waiting area.
- School access will be limited.
 - If a parent needs to meet with a staff member, please make an appointment with him or her.
 - Parents and visitors are expected to use the self-screening tool prior to coming to the school.
 - Parents and visitors must report to the office on entering the school to sign in.
 - Parents and visitors will be required to wear a mask and clean their hands when they enter the school.
 - Parents and visitors will be required to maintain a distance of two (2) metres inside the school at all times.
 - All community activities will be suspended until further notice (with the exception of the child care centre).
 - **Outside doors will be locked at all times.** Please ring the bell when you arrive and an adult will meet you at the door.
- We will not be using communication envelopes at this time to reduce the risk of virus transmission.

COVID-19 symptoms

If your child has COVID-19 or flu-related symptoms, keep them at home. An up-to-date list of symptoms is available at:

<https://gov.mb.ca/covid19/about/index.html>

COVID-19 symptoms may vary from person to person. Symptoms can also vary by age group. Here are some of the most frequently reported symptoms:

- Cough (onset or worsening)
- Shortness of breath or difficulty breathing
- Temperature of at least 38°C
- Feeling feverish
- Chills
- Fatigue or weakness
- Muscle aches
- Headache
- Gastrointestinal symptoms (abdominal pain, diarrhea, vomiting)



***** Students may return to school when they are asymptomatic.*****

Children who get sick at school or exhibit COVID-19 symptoms

- The student will be placed in a room and isolated from other students.
- The school will contact the parents so that they can pick up their child immediately.
- Parents should call **Health Links–Info Santé at 204-788-8200 or 1-888-315-9257** or the family doctor.
- If the student requires the presence of an adult while in isolation, a staff member will stay with him or her and wear a mask.
- **Families should have a plan in case they are notified by the school that their child shows symptoms of COVID-19.**

Cohorts

- A cohort is similar to the bubble concept and refers to a group of students who stay in the same classroom for most of the day.
- Cohorts will consist of class groups. Students will be part of a single cohort to reduce the risk of virus infection and transmission.

Transportation

- Students will be required to clean their hands with hand sanitizer when boarding the school bus.
- All students will be assigned a seat by the driver. There will be one student per seat unless the driver decides to sit students from the same household together.
- Drivers will clean the buses after all the students have disembarked.



- **Students in Grades K to 8 are required to wear masks on school buses.**

Transportation provided by parents

- **Students who do not take the bus to school should arrive no earlier than 8:50 a.m. and must be picked up at 3:30 p.m. No supervision will be provided by the school before or after these hours.**
- We ask that parents do not enter the parking lot with their vehicle in order to avoid congestion. Please drop your children off in front of the school along Pembina Trails Rd.

*****Parents cannot park in the school parking lot.*****
- Students who walk to school must immediately join their cohort at their designated area.

Absences

- Parents are asked to report their child's absence to the school office at 204-882-2275. Office hours will be 8:00 a.m. to 4:00 p.m., Monday to Friday. You can also send an email to ste.agathe@dsfm.mb.ca.
- Students that have to leave school for an appointment must repeat the screening process before returning to class, making sure to clean their hands when entering the school and then rejoin their cohort.

Masks

- **Masks are mandatory in school for all students in Grades 4 to 8 as well as all adults** when physical distancing of two (2) metres cannot be maintained.
- **Parents are asked to provide reusable masks for their child.** It is strongly recommended that Grade 3 students wear a mask when they are in a cohort with Grade 4 students. However, this remains at the parents' discretion.
- Masks will also be mandatory for all staff members and visitors.
- The DSFM will provide staff with personal protective equipment (PPE). Gloves and face shields will also be provided for staff members working in close proximity with special needs students.
- Public Health recommends wearing a face mask together with a face shield.
- **Please clearly label each mask with your child's name.** Students should arrive at school with a clean mask and take it home every day.



Students entering and exiting the school

- When they arrive at school in the morning, students will be met by a staff member and asked to line up in a cohort at designated locations.
 - Kindergarten students will enter through the door by the library.
 - Grades 1-5 will enter through the main doors.
 - Grades 6-7 will enter through the door on the north side of the school.
 - Grades 7-8 will enter through the door near the child care centre.

It is essential to respect these entrances and exits in order to minimize congestion in these areas.

- Students in child care will be escorted by an adult from the centre to join their cohort in front of the school in the morning and will be met by an adult from the centre in the same place at the end of the day.
- Students in Grades 1-5 will enter the school one classroom at a time. Exiting the school for recess and at the end of the day will also be done one class at a time.
- Teachers will be required to meet their students outside when they arrive in the morning. Students will come in from recess with the assistant in charge of their cohort, one cohort at a time.
- **For the time being, students will not remove their shoes at the front doors. They must wear their outside shoes throughout the day. We recommend that they wear comfortable runners. They will be able to change into their indoor shoes only when they go to the gym for (indoor) physical education classes.**

In the classroom

- Students will be assigned a seat in their classroom with one metre of separation between them.
- Tables will be marked with tape or stickers to indicate where students should sit. The location of desks and tables will be marked on the floor with tape.
- There will be no shared toys or mats inside the classroom. Only staff will have access to class libraries and will prepare bags of books for students. When books are returned, they must be placed in an isolated area for three (3) days before they can be handled.
- Teachers will be allowed to move around the classroom to help students.



- After 10 minutes of instruction at a close proximity, teachers must maintain a two (2) metre distance from the students.
- Students and teachers must clean their hands (with hand sanitizer or soap and water) when boarding the bus, when arriving at and exiting the school, after using the

Overview of the school day

8h50	Students' arrival Reception at the designated entrance <ul style="list-style-type: none">• Students line up as a cohort Hand cleaning as they enter the school
9h00 à 10h30	Learning block
10h30 à 11h00	Recess <ul style="list-style-type: none">• Students will have a snack in class (before or after recess)
11h00 à 12h45	Learning block
12h45 à 13h45	K to 8 : lunch in the classroom (25 minutes) K to 8: outdoor recess
13h45 à 15h30	Learning block
15h30	Students' departure

Recess and lunch

- Given the size of our schoolyard, we will be able to accommodate all the students outside at the same time.
- The schoolyard will be divided into different areas. Cohorts will be assigned an area each day. A schedule will be prepared to rotate the cohorts through the areas.
- Students will eat their snacks and lunch at their assigned place in the classroom. Students should not change places to eat and must refrain from sharing ANY food.
- Students will not have access to microwaves.
- The hot lunch program has been suspended until further notice.
- **The DSFM requires that students eat lunch at school** to reduce the risk of cross-contamination and minimize student movement to and from school during the day.
- Each cohort will have an equipment bin that will be disinfected after each recess by support staff.
- Staff are asked to maintain the two-metre distancing rule in the staff room. If this is not possible, they are encouraged to use the CPEF [early childhood and family centre] space.



Student water bottles

- To minimize hallway traffic in the morning, each student will be required to fill their water bottle at home before coming to school and take it home after school.
- Students can fill their bottles at the water stations.
- Water fountains will be closed.



Cleaning of washrooms and classrooms

- Custodians will clean washrooms and classrooms thoroughly using a detailed checklist that follows Manitoba Public Health guidelines.
- Custodians can also clean school areas with disinfectant sprayers that the DSFM will provide for each school.
- Custodians will sign the sign-off sheet inside each washroom and classroom and indicate the time of cleaning.

Music programming/singing

- There will be music classes for all students from Kindergarten to Grade 8.
- Any musical instruments used by students will be disinfected after class.
- There will be no band program at this time.
- In-person singing is not currently permitted in school. This includes the national anthem in the morning. We will simply listen to the anthem.



Physical Education classes

- There will be Phys. Ed. classes for all students from Kindergarten to Grade 8.

- Classes will be held outdoors, weather permitting.
- Students will not be required to change for Phys. Ed. classes. The changerooms will be closed for the time being.
- If the equipment is used, everything will be disinfected after each class and before the next class arrives.



School computers, laptops and iPads

- All computer devices will be disinfected with disinfectant wipes after each use.
- Parents may choose to send their child with their own personal device to use in the classroom. Such devices must be taken home each day.



Extracurricular sports/lunchtime games (indoors)

- The DSFM strongly recommends suspending extracurricular activities at this time.
- NO games will be played with students from different cohorts.
- Parents or community members may not coach students.
- All equipment used will be disinfected after each activity.
- There will be no lunchtime games for the time being.

Anges du midi program

- The *Anges du midi* ("lunchtime angels") monitor program (for students in Grades 7 and 8) will be suspended until further notice. Support staff will supervise students over the lunch hour.

Cours d'Options

- Elective courses (cours d'Options) for students in Grades 6 to 8 will not be offered at this time. Manitoba Education requires schools to maintain instruction of mandated curricula of core subject areas only for the time being.

Religious education course and morning prayer

- Catechism classes will be taught in the classroom. Students taking the Moral Studies class will be divided into subgroups with their class group peers and proceed to the SAÉ (Student Services) office.
- There will be no morning prayer at this time. It will be resumed once the transition routine is well established and when we have permission to group students into several cohorts in the school gym.

Library

- Students will not have access to the library. Staff may take out books for students/classes. Books must be placed in the students' individual bins or a bag.
- When books are returned, they must be placed in an isolated area for three (3) days before they can be handled.
- Library space may be used by an adult with a group of students, but students will not be allowed to touch the books.



We would like to thank you for your continued support and understanding as we prepare to welcome your children safely at École Sainte-Agathe for the 2020-2021 school year.

Please note that this document will be updated as many times as necessary and as required by the DSFM, the Minister of Education and Public health