



BISHOP DAVID MOTIUK

CATHOLIC ELEMENTARY/JUNIOR HIGH SCHOOL

REENTRY PLAN SUMMARY

Detailed information regarding our school and our re-entry plan is contained within our School Handbook. It is a rather lengthy document, so it is our hope that this summary will be useful in terms of familiarizing yourself with our re-entry procedures as they relate to the implementation of COVID 19 safety protocols in our school.

ONLINE OR AT SCHOOL LEARNING

Online learning in the fall will be different than it was last Spring. First of all, our “at-school” classroom teachers **will not** be providing online instruction if a child falls ill. If a child is ill or is away, he or she will be able to access Google classrooms in order to see work and assignments for his or her classes, but will not be able to access his or her homeroom classrooms remotely.

Online instruction for those choosing remote learning will be provided by teachers assigned from Bishop David Motiuk. This will be helpful for our site in that many of our students and teachers already know one another, so there is a familiarity that will hopefully make learning easier. Online instruction will focus primarily on the core academic subject areas – Religion, Language Arts, Mathematics, Science, and Social Studies. In upper elementary and junior high, French as a second language will be offered. Unfortunately, instruction in additional complementary courses will not be available for online students. **Online classes will follow the regular bell schedule. Students choosing the online option will be required to log in at 8:45 AM. Classes will continue throughout the day.**

The upcoming school year will be divided into quarters. Parents will be able to choose between online or at-school learning prior to the start of each quarter. Once a choice in a given quarter has been made, students will not be able to switch to the other learning format until the end of the quarter. Hybrid options, where students do partly online and partly at school learning are not available.

SAFETY AND WELL-BEING

Cohorts in Elementary

Students will be placed in cohort groups according to grades and classes. Students in 1A, for example, will be considered one cohort. They will remain together during the school day in their own cohort. Interaction with students from other cohorts will be infrequent.

Cohorts in Junior High

To minimize movement in our junior high, teachers will move from classroom to classroom. Students in junior high will remain in their homeroom classrooms for most of the school day, moving only to take part in complementary courses (options) and physical education. For this reason, in junior high, a grade will be considered a cohort, and a class will be considered a smaller cohort within the larger one. Grade six students will move only for physical education and music.

Physical Distancing

Physical distancing will be in place to the greatest extent possible. To this end, the following practices and procedures will be in place:

- Whenever possible, tables in classrooms, particularly for younger students who are not required to wear masks throughout the day and who might find it harder to maintain distance, will be replaced with desks.
- In situations where two different cohorts share gym time in the large gym, the curtain that divides the gym will be in use in order to minimize contact between cohorts. There will be no shared gym time in the small gym.
- Students at all grade levels will have assigned seats in classrooms.
- Students at all grade levels will eat lunch in their classrooms staying in their assigned seats (this is especially important since students will not be wearing masks while eating).
- In order to reduce the number of students in the hallways at any one time, entry and dismissal times at the beginning and end of the school day and prior to recess breaks will be staggered in order to reduce the number of students in hallways at any given time.
- During inclement weather or on extremely cold days, measures will be taken to allow elementary students to access the building as they arrive. Students are to go directly to their cubbie and then to their homeroom classroom when allowed into the building early. Supervisors will be on duty in hallways.
- Junior high students already enter the building as they arrive, but this year, they will be asked to enter and go directly to their homeroom class rather than congregating in the second floor common areas.

Due to the physical layout of our school, it is next to impossible to have students move in only one direction in hallways, particularly when we would like to limit contact for students in elementary grades with our older students and vice versa. Instead, we will divide our hallways down the middle and ask students to stay to the right, regardless of which direction they are travelling in.

Since there may be times when physical distancing in hallways, particularly at entry and dismissal times is difficult to maintain, it is very strongly recommended students in grades K-3, wear a mask while in hallways. This is required for students in grades 4 – 9.

Hand Hygiene

As stated in the ECSD Parent Re-Entry Handbook, anyone who enters a school will be required to practice hand hygiene. Proper hand hygiene will help mitigate any virus transmission. Washing hands with soap and water for 20 seconds is the preferred method for practicing hand hygiene. This is not always practical, so hand sanitizer will be available at all entrances to the school and in classrooms.

Staff and students will practice hand hygiene:

- Before leaving home, on arrival at school, and before leaving school
- After using the washroom
- Before and after any transitions within the school setting (ex. To another classroom, indoor-outdoor transitions, etc.)
- After sneezing or coughing
- Before and after breaks and sporting activities
- Before and after using playground equipment
- Before and after eating any food, including snacks
- Before touching face (nose, hands, or mouth)
- Whenever hands are visibly dirty

Mask Wear

Mask use at Bishop David Motiuk will follow guidance from the Chief Medical Officer of Health.

- Mask use is mandatory for all staff and visitors whenever a distance of two meters from others cannot be maintained.
- All students in grades K-9 are required to wear masks on yellow school busses.
- Students in grades 4 – 9 are mandated to wear masks upon entry, in hallways, and whenever physical distancing of 2 meters is not possible.
- It is **most strongly recommended** that students in grades K-3 wear masks, particularly when entering the school and in hallways where maintaining physical distancing could be difficult.
- Parents who are dropping off or picking up students at designated doors are asked to wear a mask.
- Students who become ill during the school day will be asked to wear a mask.
- All students will be provided with two reusable masks.
- Anyone wearing a face shield must also wear a mask.

Enhanced Cleaning

The safety of students and staff is of paramount importance to us. Therefore, we have increased measures with regard to cleaning and sanitation at our school. These measures include:

- purchasing provincially recommended COVID-19 cleaning supplies
- additional training for custodial staff
- removing any soft furnishings and area rugs from classrooms and common areas that cannot be cleaned to provincial standards

- frequently cleaning high-touch surfaces such as water fountains or door handles
- more frequent cleaning and disinfecting throughout the school, with specific attention to washrooms, high-traffic areas and classrooms

Our Division is procuring all COVID-19 cleaning and safety items on behalf of all our schools. This will help ensure all schools use products that adhere to health standards and meet requirements to mitigate the spread of COVID-19.

GRADES 1 – 5

In order to reduce the number of students in the hallways at any one time, entry and dismissal times at the beginning and end of the school day will be staggered, with staff members monitoring and controlling access to the building. Students will have designated doors and assigned areas to line up each day. Students will be required to maintain physical distance when lining up. Recess breaks will be staggered in order to reduce the number of children in the playground and on the fields. There will be a 10 minute delay in the arrival of most of our busses since they need to be cleaned after dropping off students from a neighbouring school. At the end of the day, students who take the bus will remain in classrooms for five minutes, allowing other students to get their coats and exit. They will then make their way to their hallway cubbies.

GRADES 1 – 5 Monday, Tuesday, Wednesday, Friday

	Group 1: Grades 3-5		Group 2: Grades 1-2
Registration	8:40 AM*	Registration	8:40 AM*
Instruction	8:45 – 9:55 AM	Instruction	8:45 – 10:15 AM
Recess	9:55 – 10:10 AM	Recess	10:15 – 10:30 AM
Instruction	10:10 – 11:35 AM	Instruction	10:30 – 12:00 PM
Lunch Recess	11:35 AM – 11:55 PM	Lunch Recess	12:00 PM – 12:20 PM
Lunch	11:55 – 12:15	Lunch	12:20 – 12:40 PM
Instruction	12:15 – 3:12 PM	Instruction	12:40 – 3:12 PM

Grades 1 – 5 Thursday

	Group 1: Grades 3 - 5		Group 2: Grades 1-2
Registration	8:40 AM*	Registration	8:40 AM*
Instruction	8:45 – 9:55 AM	Instruction	8:45 – 10:15 AM
Recess	9:55 – 10:10 AM	Recess	10:15 – 10:30 AM
Instruction	10:10 – 12:16 PM	Instruction	10:30 – 12:16 PM

*The outside bell rings at 8:40 AM. At this time, students are asked to line up in homeroom groupings, maintaining physical distance, and wait for their teacher to escort them into the building. As aforementioned, in the event of inclement or extremely cold weather, students will

be allowed into the school upon arrival, where they will quickly remove coats and footwear, then make their way directly to their homeroom classroom.

*Afternoon instruction includes a 5 minute health break.

GRADES 6 - 9

GRADES 6 - 9		Grades 6 - 9	
Monday, Tuesday, Wednesday, Friday		Thursday	
Registration	8:40 AM	Registration	8:40 AM
Instruction	8:45 – 10:27 AM	Instruction	8:45 – 10:27 AM
Locker Break	10:27 – 10:33 AM	Locker Break	10:27 – 10:33 AM
Instruction	10:33 AM – 12:15 PM	Instruction	10:33 AM – 12:15 PM
Lunch	12:15 – 1:02 PM		
Instruction	1:02 – 3:12 PM		

EARLY DISMISSAL DAYS

Dismissal on Thursdays is at 12:16 PM for elementary and 12:15 PM for junior high students. As well, in order to provide for early dismissal before major holidays, the Thursday before Christmas Holidays, Spring Break and Summer Holidays will be a full day of instruction for students. The Friday before the holiday will be a short day with dismissal at 12:16 or 12:15 PM for elementary and junior high respectively.

ACCESS TO THE BUILDING

School entry doors are open for elementary students at 8:40 AM each day. Students are expected to enter and exit the building through their designated doors. Elementary students line up, maintaining appropriate physical distancing, at these doors and enter once an adult is there to escort them in.

Junior high students may enter the school starting at 8:25. Upon entering the building, junior high students make their way to their homeroom classrooms. In order to minimize risk during the pandemic, students are not to gather in common areas before or after school or during breaks in the day. Students must follow all directions from supervisors.

Siblings must make arrangements to meet at the entrance door of the youngest child outside the school at the end of the day.

In order to maintain the safety of our students, exterior doors are locked during the school day. Although the front door is not normally a student entrance/exit, students who are late for school are asked to enter through the front door and stop at the office to get a late slip. The front entrance of the school is locked at 8:50 AM, so students who arrive after this time and visitors to the school must ring the bell to gain entrance to the school.

Parents who pick their children up after school are asked to wait at a pre-arranged meeting spot or outside their child's designated door until students exit. Parents will not be able to enter the building to meet children while COVID 19 protocols are in place. Parents are asked to wear a mask and to maintain physical distance from others when picking up their children.

Parents who must enter the school will be asked to complete a COVID screening self-assessment, wear a mask, and sanitize hands upon entry.

Children should not be at school before 8:25 AM or after 3:30 PM unless they are involved in a scheduled and supervised school activity.

On early dismissal days, students are expected to leave the building at the dismissal bell, since teachers are involved in meetings and professional development activities.

ACCIDENTS

First aid will be given to a student who is injured on the premises or the school grounds. Staff members administering first aid will wear personal protective equipment including gloves, masks, and possibly face shields and gowns. If a face shield is used, a mask must also be worn. Younger students may be asked to wear a mask if they are receiving first aid. In the case of a severe accident, if a parent cannot be reached, we will notify the responsible person (Emergency Contact) indicated on the Student Registration Form, which is updated at the beginning of the school year.

BUSSING

Due to pandemic protocols, **all students**, kindergarten – grade nine, are required to wear masks while on school busses until further notice. Students will be assigned seats and a record of the seating plan will be kept in order to assist with contact tracing should a student contract COVID 19.

There will be an increased frequency of cleaning and disinfection of high-touch surfaces, such as door handles, window areas, rails, steering wheel, mobile devices, and GPS prior to each run. In order to ensure that proper cleaning is done between bus runs, after school busses for Bishop David Motiuk will arrive 10 minutes later than originally scheduled.

Please note:

- Students who live in the same household will be seated together.
- Whenever possible, limits will be placed on the number of students using the same bench on the bus.
- Students will line up, maintaining physical distance, in the order they are seated on the bus, with students sitting at the back of the bus entering first.
- When busses arrive, students seated at the front of the bus will unload first.
- If a child becomes symptomatic during the bus trip, the driver will contact the school to make the appropriate arrangements to pick up the child/student.

- Families are encouraged to make alternate arrangements for transportation should they not feel comfortable with their children on yellow busses or transit.

CORE INSTRUCTION

Core instruction includes the following subjects: Religion, Language Arts, Mathematics, Social Studies, Science, Physical Education, and Health. At Bishop David Motiuk, French is required and is considered a core subject as well. In elementary grades, art and music are required subjects.

We recognize the importance of physical education for student health and well-being. In our current environment, physical education classes will be offered with the following practices in place:

- Equipment will be cleaned before and after use
- Activities supporting increased physical distancing are encouraged
- Use of shared items or sports equipment is discouraged
- Shared equipment will be cleaned before and after each use; users must perform hand hygiene before and after each use
- Students are encouraged to come changed for their activities as lockers will not be accessible
- Outside activities to be encouraged when and where possible

COMPLEMENTARY COURSES

Students in junior high school enjoy having some choice in terms of the complementary courses they take. Complementary courses offered at Bishop David Motiuk School include courses in Fine and Performing arts and Career and Technology Foundations (CTF).

Unfortunately, complementary courses, with the exception of French as a Second Language, will not be offered in the online environment.

At Bishop David Motiuk, we will continue to offer all of our complementary courses, with some modifications due to COVID 19 protocols:

- In music classes at all grade levels, the emphasis will be on playing string or percussion instruments. Singing, even with mask use, is not permitted at this time because of the possibility of spreading droplets. Singing in a remote environment could be permitted.
- Art supplies that are used by a number of students, such as paint brushes, will be thoroughly cleaned after each use. Students may also supply their own art equipment if they wish. Equipment or supplies that cannot be cleaned between uses is not to be used.
- In Foods classes, students will have to prepare food items on their own. They will not work in groups and will not share food items with one another.
- In CTF classes and in all lab environments, hand hygiene is required. Shared equipment must be thoroughly cleaned and sanitized after each use.

ACTIVITIES AND EVENTS

Ordinarily, Bishop David Motiuk is a very busy school in terms of activities and events that extend learning and build community. As of right now, these events and activities are on hold since we cannot have gatherings with large groups of students.

FIELD TRIPS

As well, as per ECSD Re-Entry Guidelines, most field trips will be postponed in order to maintain a safe environment and limit outside contacts.

PARENT EVENTS

Unfortunately, we are not able to host large gatherings at this time, so events such as the Meet the Staff Evening and Student Led Conferences will move to an online format for now. School Council Meetings may also involve online meetings.

RELIGIOUS CELEBRATIONS

As a Catholic school, we mark important events in the school and liturgical calendar in celebration. Unfortunately, at this time, parents and visitors will not be able to attend our celebrations. For now, celebrations will take place in classroom cohorts in order to allow for physical distancing. Later in the year, if limits on gatherings are relaxed, cohorts may be able attend masses at St. Joseph Basilica (since it is large enough to accommodate many students and allow for physical distancing), and we will invite our parish priests and Bishop David to concelebrate.

SPIRIT DAYS

Each month, Bishop David Motiuk students take part in Spirit Days that involve events and/or dress-up days. Spirit days are lots of fun for everyone. Although we are not able to gather as a larger community, we will continue to have spirit events in cohort groups.

SEASONAL EVENTS

We hold many events for the entire school that are specific to a particular time of year, such as Halloween activities, Christmas activities, Valentine's activities, and many others. For the time being, these celebrations will take place in classrooms in cohort groupings. Students will be required to bring their own snacks and treats for classroom events since we are not permitted to share food with one another. The school may provide packaged treats on holidays. Distribution will follow established protocols including wearing gloves prior to handing out treats.

At this time, large gatherings of students (and families) are not permitted, which means that events such as Christmas concerts will not be taking place. We will do our best to mark special occasions with activities and celebrations in cohort groupings.

Events such as our annual Meet the Staff Evening and Student Led Conferences will take place as online events. School Council Meetings may also be offered in an online meeting format. A number of religious and other celebrations are held during the year. Unfortunately, at this time, parents and visitors will not be able to attend our celebrations. This year, celebrations will be limited to cohort groups with appropriate physical distancing in place. Most celebrations will take place within classrooms. All students follow a religion program approved by the Canadian Conference of Catholic Bishops.

HOT LUNCH PROGRAM/ FOOD DELIVERY

In keeping with ECSD Re-Entry Protocols and in order to limit possible exposure from outside sources, our hot lunch program will be suspended until further notice. Many of our families drop off lunches from area restaurants, utilize food delivery services to provide lunches for students, or simply drop off lunches. Unfortunately, as stated in the ECSD Re-Entry Plan, this practice will no longer be allowed, since we must limit possible exposure from outside sources. As well, in accordance with provincial guidelines regarding shared food during COVID-19, families will not be able to send treats or food for birthdays or special occasions until further notice.

ILLNESS

We have always taken the position that students who are ill should not be at school. We understand that at times, it may have been easier to send a child to school if he or she exhibits mild symptoms rather than arranging for child-care. Unfortunately, in our current climate, this is no longer acceptable. We must do everything we can to make sure that everyone is safe.

Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school. Staff will also assess themselves daily for symptoms of common cold, influenza, or COVID-19 prior to entering the school.

All persons should use the health assessment checklist to assess themselves daily prior to entering the school/site. Any person who selects “yes” on any of the screening questions will not be permitted to enter the school, pending further testing for COVID-19.

Signs will be posted reminding persons not to enter if they have COVID-19 symptoms, even if symptoms resemble a mild cold.

Should a student exhibit signs of illness at school, they will be moved to the quiet room within our school office. Parent/caregivers will be notified and advised to pick up their child immediately. Please ensure that student emergency contact information is up-to date in the event that parents cannot be reached.

Should a student become ill, a parent/caregiver or emergency contact must pick up the student as soon as is practicable.

Staff supervising symptomatic students will:

- Keep all other staff out of the designated quarantine area;
- Provide the student with a face mask, provided that the student can wear it safely;
- Wear recommended PPE
- Use strict hand-washing techniques; and
- Maintain physical distancing.

INCLUSIVE EDUCATION

At Bishop David Motiuk School, we provide support for students with diverse needs both within the regular classroom and in online classes. Each of our classes has access to our learning coach, who works primarily with students who have special learning needs. The learning coach may facilitate one-to-one, small group or inclusive classroom support to students. We utilize school-based resources and access outside agencies and support when necessary.

LEARNING COMMONS/LIBRARY BOOKS

At this time, students will be required to use hand-sanitizer before entering the Learning Commons and handling books. Upon their return, books will be quarantined for 10 days before being put back into circulation.

LOCKERS & CUBBIES

At this time, lockers are not available for student use. This affects students in grades 5-9. Upper elementary and junior high students use Chromebooks or other personal devices and do not have to carry heavy books or bulky items with them each day. Students are asked to:

- Leave wet footwear on the boot-racks and change into indoor shoes.
- Take backpacks and coats with them. These are to be stored on the backs of chairs.
- Minimize the number of belongings they have at school

We expect some movement between online and in-school teaching in Quarter 2. Once we have final numbers, we will assign lockers to students.

Cubbies

Elementary students store their belongings in hallway cubbies. In our current environment, with COVID 19 protocols in place, each student, including those in kindergarten, will be assigned their own cubbie. There will be no sharing. Students will be assigned cubbies in cohorts. This means that cubbies may not be right outside a classroom, but students in the same cohort will have their cubbies in the same section, which could be helpful in the event of incidental contact. In order to keep time spent in hallways to a minimum and to reduce the likelihood of incidental contact:

- Students are asked to store only their coats and footwear in cubbies.
- Students are asked to place all footwear, including snow boots, on the rubber mat at the bottom of their assigned cubbie. Boot-racks will be reserved for students who do not have access to lockers.
- It is recommended that footwear have Velcro closings that are quick and easy to change into and out of.
- Backpacks are to be stored in classrooms.

LOCKER BREAKS

Since junior high students will not have access to lockers at present, they will not have hallway locker breaks. Instead, they will have a short snack break in their cohort classroom.

MEDICATIONS TO STUDENTS

On occasion, we have been asked by parents to ensure their child receives prescribed medication. Please be aware that in order for school staff to do so, parents must complete a "Request for Administration of Medication at School" Form and have it signed by their family doctor. The school will administer the medication according to the doctor's prescription, provide safe and limited access, store the medication, and shall keep a record of each student receiving medication. Staff members administering medications will be required to maintain hand hygiene and to wear Personal Protective Equipment, including gloves.

NOON HOUR PROCEDURES

All students are welcome to enjoy the privilege of eating lunch at school. At Bishop David Motiuk, we strive to be good environmental citizens. The amount of food waste generated over one lunch hour at school is truly staggering! Children often throw items that they do not like away. As well, organic waste, such as apple cores and banana peels, attracts pests and stinging insects which can pose a danger to children. At Bishop David Motiuk, we feel it is important that parents be aware of what their children are actually eating at lunch time and we would like to reduce waste in our school. Therefore, we practice a "Boomerang Lunch" in our elementary classes. In an effort to cut down on food waste, we ask students to pack uneaten food items, recyclables and waste back in their lunch boxes to be disposed of at home. To facilitate this, students are asked to pack their lunches in sealed containers so uneaten food can be sent home in the same container.

Students in grades 6-9 eat lunch in their homeroom classrooms and are expected to follow directions from the supervisors.

Unfortunately, we do not have microwaves available for student use. Therefore, parents are asked NOT to send frozen entrees or items that require heating at lunch time.

Students eat lunch in classrooms and are expected to follow the rules of the lunch supervisors or monitors.

General noon hour expectations include:

- Talking quietly
- Remaining seated while eating lunch
- Cleaning up after themselves
- Following directions from supervisors or monitors.

Students are expected to keep the classrooms and hallways clean. Failure to do so may result in loss of the privilege or the students doing service work around the school. Specific routines will be reviewed regularly with students. Students must remain on school property at all times.

Note: Students who do not follow noon hour procedures may lose the privilege of eating lunch at school.

VISITORS

At this time, we are strictly limiting visitors to the school. All ECSD staff and those who offer professional services, such as student teachers or psychologists, will continue to have access to our school. Members of our parishes will also be welcome in our school. Additional visitors, such as guest speakers, will not be permitted at this time. Parents are encouraged to make phone or online appointments with school staff rather than visiting in person. All visitors to the school must follow our required safety protocols:

- Use self-screening tool before entering the building (if a visitor answers YES to any questions, he or she will not be permitted to enter)
- Wear a mask
- Use hand sanitizer
- Report to the office
- Sign the visitor log
- Wear a visitor tag or school division ID.

This helps us to maintain a safe and secure environment for our students. Students are asked to report the presence of strangers to the principal or staff. If you are coming to see a teacher, please contact the teacher to arrange a convenient time for you to meet rather than simply dropping by the school.

VOLUNTEERS

At this time, volunteers will not be allowed in schools. Although we value the contributions and support our volunteer parents provide for us, we do need to maintain the integrity of our cohorts and physical distancing within the school.