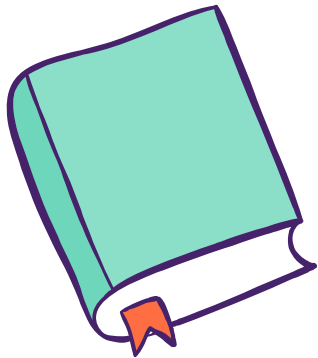


WELCOME BACK TO NORQUAY SCHOOL



WELCOME BACK, WE'VE MISSED YOU!

On behalf of our staff, Mr. Bruce-Smith our Vice-Principal and I want to thank you for your support and patience as we continue to navigate these unprecedented times. We are very happy to have our student back and are working hard to ensure a positive learning year. We understand the challenges that we are facing and we want you to know that we are committed to making sure our school environment is not only a safe place to be but also a great place to be!

The following pages will help you understand the new safety protocols at Norquay School. Much of the school will look and feel the same, but we have some changes. Changes were created to help keep everyone safe and follow both Winnipeg School Division and Provincial guidelines. All staff will be trained to use these new protocols prior to school opening for students. Please note that guidelines may be subject to change as health recommendations from the province change.

Guidelines are set to best protect everyone and keep everyone safe. We realize that some of these restrictions are different from what we are used to, especially requesting parents/caregivers to stay out of the school, but we understand why we must do so.

Please take a look at the guidelines in the following pages. Our hope is that they will help to answer any questions that you may have. Please do not hesitate to call us with any additional questions!

Yours in education,

Leslie Last
Norquay School Principal

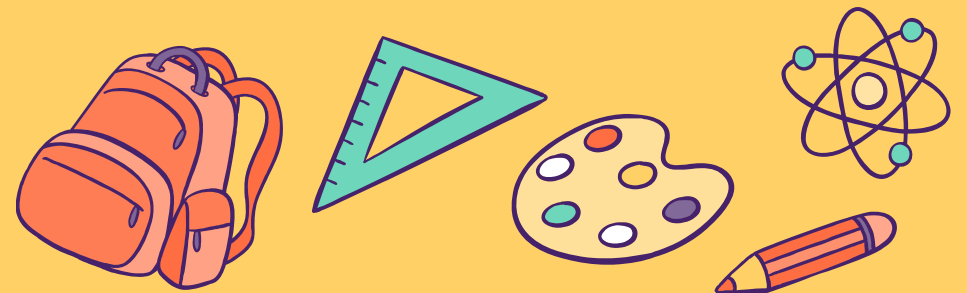


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THE CRITICAL ROLE OF FAMILIES



1. Caregivers must prescreen their child/children each day before school to ensure they are not exhibiting any COVID-19 symptoms. Any student who is showing any symptoms (including runny nose, sneezing, coughing etc...) must stay home. Children who are sick, must stay home.

2. The provincial screening tool can be found here:
<https://sharedhealthmb.ca/covid19/screening-tool/>

3. Pack a water bottle or 2 with your snacks and lunch. Water fountains are not operating at this time.

4. It is mandatory for all students in Grades 4 – 6 and all staff to wear a mask. If you have one, please bring it with you!

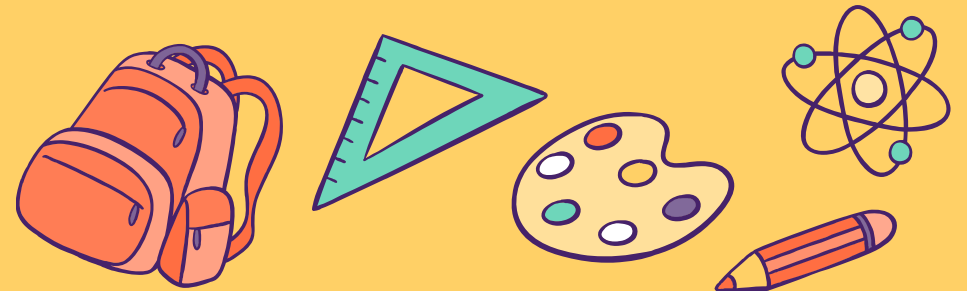
5. If a student develops symptoms at school they must go home immediately for the safety of others. The student will be removed from their classroom, given a mask, and will be isolated while being monitored by a staff member. You will be called to pick up your child immediately.

6. Once you, or your designate arrive, please phone the school at 204-943-9541 and a staff member will walk your child out to meet you. If a COVID-19 case is known, we will share information as directed by public health.



APPOINTMENTS AND EARLY PICKUP FROM SCHOOL

- Please do not come into the school to pick up your child.
- There are a few options;
 1. You can let your child's teachers know that you are coming to pick up your child early and they will send them to the Office at that time.
 2. You can call the office to let us know that your child will need to be picked up so that we can have them ready. Please phone the school office at 204-943-9541.
- Your child will be sent to the office to await the pick up time.
- Once you arrive at the school, please call the office at 204-943-9541, someone will escort your child to the pick up point outside the front doors.

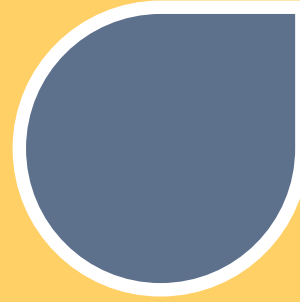


INCREASED CLEANING AND DISINFECTING



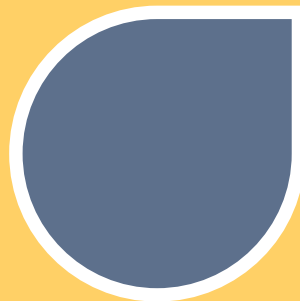
CUSTODIAL TEAM

The Custodial team will be implementing more strict cleaning and sanitization protocols.



HIGH TOUCH POINTS

All frequently touched surfaces, like table tops and door handles, faucets, electronics and washrooms will be cleaned and sanitized more frequently.



HAND SANITIZER

Hand sanitizer is available at the entrance/exits and in each classroom.

ARRIVAL TO SCHOOL

ENTER THROUGH THE FRONT DOORS



- Students who arrive to school between 8:30 (Breakfast Program) and 8:45 will be supervised in a designated area.
- At 8:45 a staff member will greet the students for hand sanitizing and screening.
- Students should line up on the side walk observing 2 meter social distancing.
- It is mandatory for all students in grades 4 – 6 to wear a mask when unable to maintain 2 m of social distancing.

LATES



- Parents/Caregivers are not permitted in the school without a prior appointment. If students arrive after 9 am, they will need to buzz the office at the main door for entry.



N - 1

Students will remain in their specific grade group class in a cohort for the entire day. Students will travel to and from as a group escorted by an adult.



GRADE 2 - 3

Students will remain in their specific grade group class in a cohort for the entire day. Students will travel to and from as a group escorted by an adult.



GRADE 4 - 6

Students will remain in their specific grade group class in a cohort for the entire day. Students will travel to and from as a group escorted by an adult.

COHORTS

Cohorts are groups of students (less than 75) that will stay in the same part of the building and have recess and lunch together.



COHORTS

RECESS & LUNCH HOUR

RECESS

- Cohorts will have recess at the same time.
- They will however have designated play areas.
- Each room will be provided with it's own recess equipment.
- Students will wash their hands before and after.

LUNCH

- K - 3 will eat lunch from 12:00 - 12:30 then have recess.
- 4 - 6 will have recess then eat lunch from 12:30 - 1:00.
- Students will wash their hands before and after.
- Lunch tables will be cleaned in between the change.

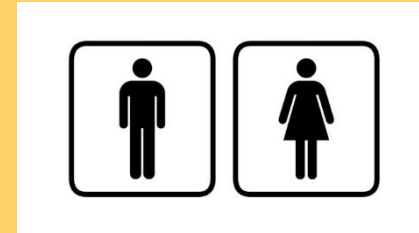
**MICROWAVES WILL NOT BE AVAILABLE FOR STUDENT USE
PLEASE SEND A LUNCH THAT DOES NOT REQUIRE REHEATING**

GETTING AROUND THE SCHOOL



WALKING IN THE SCHOOL

- Students and staff will stay to the right following the directional arrows on the floor.
- Everyone in the school will observe 2 m of social distancing (1 m when in a cohort).
- Where possible, interior doors will be left open to minimize touch points.
- Where possible, staff will hold open exterior doors to minimize touchpoints.
- As much as possible movement throughout the school will be limited.



WASHROOMS

- Social distancing will be enforced in washrooms.
- Every second sink, urinal and hand dryer have been marked out of service to ensure safety.
- All washrooms have enhanced cleaning protocols.

ARE THE CLASSROOMS DIFFERENT?

**CLASSROOMS FOR THE
MOST PART WILL LOOK
THE SAME.**

Student supplies
will no longer be
communal. All
students will
receive their own
supplies.

SOCIAL DISTANCING

SEATING

All student seating will be spaced at
least 1 m apart

LESS CLUTTER

In order to accommodate social
distancing, rooms have been
decluttered.

SHARED SPACES

Shared spaces such as carpeted areas
have been repurposed.

LEARNING

RECOVERY LEARNING

Best practices will continue to be used in classrooms to support Recovery Learning. Please call your child's teacher if you have any questions.

INSTRUCTION

Targeted instruction will be crafted to meet the learning needs of your child(ren).

ASSESSMENTS

All Winnipeg School Division teachers will utilize WSD assessment tools, observations and professional judgement to determine strengths, challenges and next steps in student learning.

Focus

Learning focus will be on literacy, numeracy and student well being and mental health.



STUDENT MENTAL HEALTH AND WELL BEING

01 STAFF TRAINING

All staff have been trained on trauma informed classrooms and will receive refresher training this fall.

02 COVID-19

Time have been difficult on all of us. Student mental health will be monitored as students return to school. If you have any questions, please give us a call.

03 SCHOOL SUPPORT

Norquay School will continue to be supported by Clinical Support Services in the areas of Psychology and Social Work. Our Clinicians are happy to speak with families if needed.

WHEN SCHOOL IS DONE FOR THE DAY – PICK UP ROUTINES

- Dismissal will be staggered in 2 minute intervals. Parents and Caregivers are asked to meet students outside at a meeting place of their choosing.
- Nursery, Kindergarten and Grade 1 – 3 students will be monitored closely as they leave the building to ensure parent or daycare pick up as before.
- If a caregiver is late, students should come to the office. Office staff will check into the matter and designate a waiting areas until the caregiver comes. Please call when you arrive at the school and we will escort your child to meet you. Please do not come into the building.
- There will not be any after-school programs to begin the year!

HELPFUL LINKS

- [Winnipeg School Division - Pandemic Planning Document](#)
- [Winnipeg School Division - Pandemic Planning Framework](#)
- [Homeschooling Information](#)
- [Return to School Information for Parents/Guardians](#)
- [Parent/Guardian FAQ](#)
- [Restoring Safe Schools](#)