
Sargent Park School Back to School Guide

2020-2021



STAY SAFE.
STAY HEALTHY.
STAY CONNECTED.
WE'RE ALL IN THIS TOGETHER.

TABLE OF CONTENTS

Slide 3:	Welcome Back!	Slide 15:	Washrooms
Slide 4:	New Staff Introductions	Slide 16:	Increased Cleaning/Disinfecting
Slide 5:	Learning Options	Slide 17:	Masks
Slide 6:	Preparing for School Opening	Slide 18:	Learning
Slide 7:	Coming to School	Slide 19:	Mental Health & Well-Being
Slide 8:	Arrival at School and Entry	Slide 20:	Wellness Tree
Slide 9:	Assigned Entrances/Exits	Slide 21:	Appointments/Early Pick-Ups/Dismissal
Slide 10:	Classroom Set-Up	Slide 22:	Homeroom Class Assignments
Slide: 11:	Cohorts	Slide 23:	Grade 7-8 Classes
Slide 12:	Recess	Slide 24:	Grade 9 Classes
Slide 13:	Lunch	Slide 25:	Helpful Links / Resources
Slide 14:	Movement Within the School	Slide 26:	Thank You!



WELCOME BACK!

We are excited to welcome our Sargent Park Flames back to school in September and welcome all of our new families. We look forward to reconnecting and getting to know our new students. We understand how important it is to allow children the opportunity to learn together with their friends and are planning with this in mind as we develop protocols that will help to minimize the risk of infection for students and staff. We understand that some students, parents, and staff may be very anxious about coming into the school and being around other people. This is a normal reaction, and we will be working to help alleviate any fears that people might have. Although there will be some anxieties regarding the start of the school year, there will also be much excitement as students and teachers have the opportunity to learn together, in person, for the first time in several months. We are excited, and are busy planning so that the school year will be as safe as possible.

In the pages that follow, we outline Sargent Park School's Back to School Plan *as it is at this time*. We hope this will help answer some of your questions. Please recognize that the information is based on current recommendations from Manitoba Public Health, Manitoba Education and the Winnipeg School Division. As new information and guidelines are received we will adjust our protocols and plans accordingly.

The goal of Sargent Park is to continue to provide a safe, caring learning environment for our students. The new practices put in place will help us to do so. As we welcome children into the school we will support and monitor their mental health and well-being and provide a solid academic base in the essential outcomes at their grade level which will allow them the opportunity to maximize their learning.

Working together will help to ensure as smooth a reopening as possible. We appreciate your ongoing support. Please do not hesitate to contact us with any questions or concerns.

Respectfully,

Melody Woloschuk

Principal

mwoloschuk@wsd1.org

Emil Contreras

Vice-Principal

econtreras@wsd1.org



NEW STAFF INTRODUCTIONS

We would like to welcome the following new staff to our Sargent Park Family.

Mr. Contreras: Vice-Principal

Ms. Porter: Phys. Ed. Teacher

Mr. Ranson: Electronics Teacher



LEARNING OPTIONS

There are only 2 learning options right now mandated by the province.

1. Students will attend school.
2. Parents/Guardians may choose to keep their child at home and register through provincial home schooling.

Remote/distance learning is not available at this time.

Working together will help to ensure as smooth a reopening as possible. If at any time you have any questions or concerns please don't hesitate to call or email.



PREPARING FOR SCHOOL OPENING

Classrooms

- We have opened two additional classrooms to reduce class sizes.
- Classrooms have been set up to ensure as much physical distancing as possible.
- Thorough cleaning has been done and will continue.



Expectations

- We have signage, directional arrows and distancing markers throughout the school reminding everyone about physical distancing and health and safety protocols,
- We have ordered dividers for student tables in Nursery- Gr. 3 where physical distancing is 1 meter and masks are not mandatory.
- Hand sanitizing stations will be located at each entrance and hand sanitizer will be provided for each classroom.
- Masks will be available for students.
- Increased cleaning supplies and protocols are in place.

School

- Staff are closely following the expectations from Manitoba Health, Manitoba Education and the Winnipeg School Division
- Staff will participate in training of the new safety protocols
- Parents/Guardians will be informed of the new protocols and will help prepare students for these changes.



COMING TO SCHOOL

- **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 a runny nose, sneezing, coughing, etc.) must stay home.
- See this link for the screening tool: [Manitoba COVID-19 Screening Tool](#)
- Students are expected to notify their teacher if they are feeling ill while at school. For students who start showing any symptoms at school, parents will be contacted and students will need to go home for the safety of others.
- The student will be removed from their classroom, provided a mask if they don't have one, and will be isolated in a designated location while being monitored by a staff member until picked up.
- Once you, or your designate arrive, please phone the school at 204-775-8985 and a staff member will walk your child out to meet you.
- Students need to remain at home until there are no symptoms and/or they have been advised it is safe to return.
- Students/staff must self-isolate for 14 days if they have travelled outside Manitoba.
- Please report absences on the WSD Safe Arrival Absence Reporting System.
 - Phone: 1-855-278-4513
 - Internet: <http://go.schoolmessenger.ca>
 - App: Smart Phone, download the app by searching schoolmessenger



ARRIVAL AT SCHOOL AND ENTRY

N/K-22

Arrival

- Students should arrive no earlier than 8:45 a.m. for safety reasons.
- Students should have mask on prior to entering the building (mandatory for staff and Grades 4 and up and strongly recommended for all students).

Designated Entrances

- All students will meet their teachers/staff in designated, physically distanced locations outside. Students will report to their assigned entrance doors. 10 entrances have been assigned according to proximity to classroom to ease congestion in the halls and entrances and to ensure physical distancing. See Map on page 9.
- Please ensure your child knows their designated door.

Lining Up Outside

- Adults will greet students and assist them in lining up 2 meters apart. Physical distancing markers or natural markers like sidewalk lines and windows along the building will help guide this process.

Second Screening

- All students will undergo a second health screening by a staff member prior to entering the school. It is imperative that children are healthy and symptom free. Any student who displays any symptoms will have to go home.

Hand Sanitizing

- Hand sanitizing will take place for each student upon entry.

Late Arrival

- Parents/Guardians will use SchoolMessenger to report a late arrival for their student and call the school office when the student arrives at the building.
- Students arriving late will enter through the parking lot doors and report to the office.

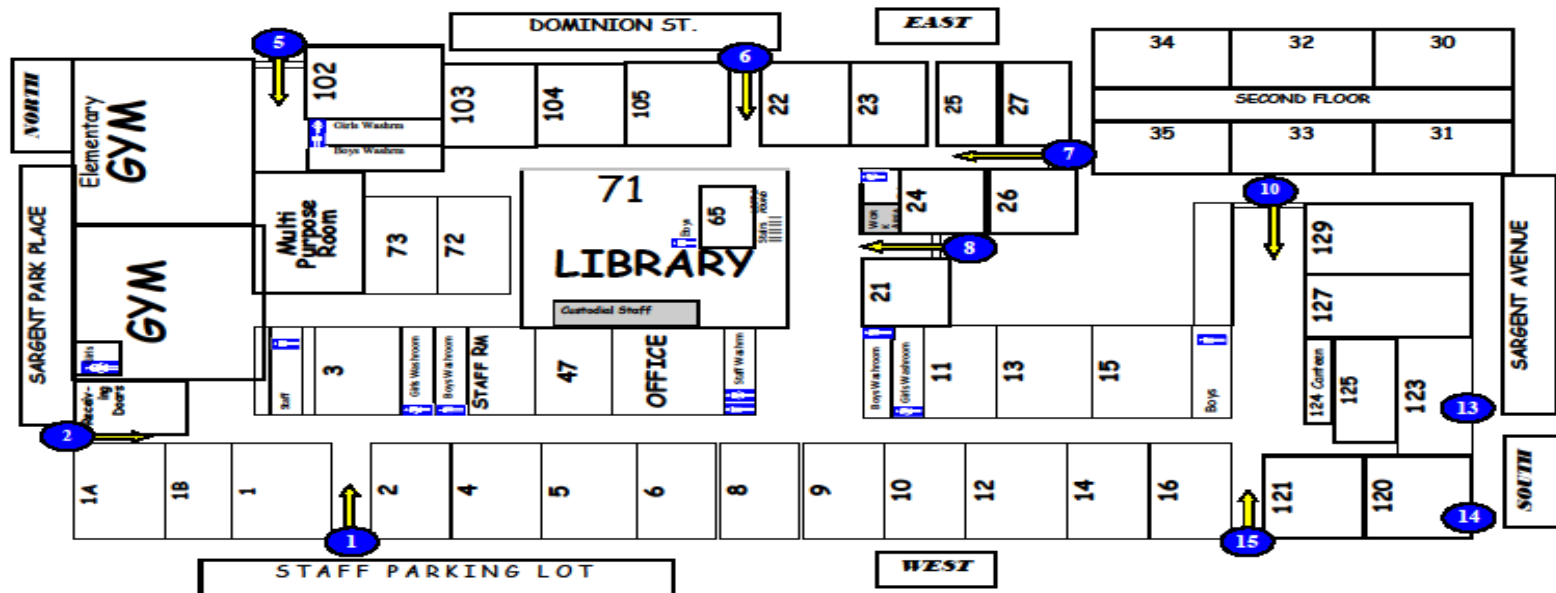
Parents/Caregivers in the School

- Parents/Caregivers will not be permitted inside the school at this time. Please call ahead to make an appointment.



ASSIGNED ENTRANCES/EXITS

- | | | | |
|---|---|----|--|
| 1 | 9-02, 9-04 (Staff Parking lot) | 8 | 8-21, 3-33, 5/6-31, 5-30 (Doors near Library) |
| 2 | 9-06, 9-05, 8-01 Receiving Doors on Sargent Park Pl | 10 | 6-11, 6-12 (Practical Arts Doors near Graphics) |
| 5 | 4-102, 3/4-105, 2-104, 3/4-103 (Doors on Dominion St.) | 13 | 7-123 (Exterior Door of Rm 123) |
| 6 | N/K-23, N/K-22, 7-72 (Doors at Accessibility ramp Dominion St.) | 14 | 8-121 (Comp Lab Ext Door) |
| 7 | 1-24, 2-26, 1-27, 2-32, 5-35, 5/6-34 (Doors near Gr 1 on hardtop) | 15 | 7-08, 7-09, 7-10, 8-14, 8-16(Doors facing Cindy Klassen) |



CLASSROOM SET-UP



- All classrooms have been set up to maximize physical distancing of a minimum of 1 meter.
- Some protective dividers will be in Primary classrooms (N-3) and all students in grade 4-9 are expected to wear masks.
- Classrooms and materials will be cleaned daily.
- Soft materials and carpets will not be in classrooms at this time.
- Student supplies will no longer be communal. Each student will have their own school supplies.
- Student belongings (i.e. jackets, backpacks, lunches, etc.) will be kept at their desks as lockers are not permitted at this time.



COHORTS

- Cohorts are groups of students that will stay together with the same classmates throughout the day. They will have common recess and lunch times.
- Each classroom at Sargent Park will be a cohort.
- They will remain as a class cohort for all subjects and specialist teachers (i.e. Phys. Ed., Music, French, Gr. 7-9 Options) will come to their class to minimize hallway traffic.
- Each classroom cohort will have an assigned play zone for recess and lunch.



RECESS

- Recesses will be staggered.
- Classroom cohorts will have recess at the same time.
- They will however, have designated play areas. These will be rotated weekly.
- Each room will have its own recess equipment that will be sanitized daily.
- Students will wash/sanitize their hands before and after.
- Classroom entrance and exit doors will remain the same for recess.



Lunch

Elementary

- All elementary students staying for Lunch Program will need to complete the registration process.
- Students going home for lunch will exit and re-enter their designated door.
- Students will eat lunch in their classroom.
- Lunch will be from 12:00-1:00 with staggered times for eating, washing hands and playing outside.
- You may want to pack a placemat or napkin for your child to place their lunch on their desk. Napkins will also be available.
- Students will be reminded not to share food.
- Classrooms will use the same play zones for lunch recess.

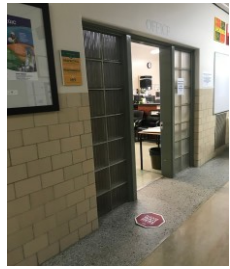


Jr./Sr. High

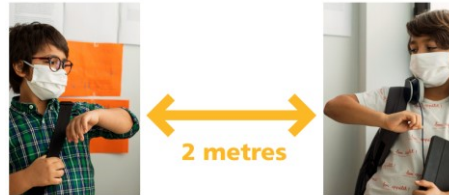
- It is expected that Jr./Sr. High students will go home for lunch for the health and safety of everyone to ensure no mixing of classroom cohorts.
- Gathering with other classroom cohorts and lack of physical distancing can put themselves and others at risk.
- Cindy Klassen may not be an option due to their own regulations and limitations.
- If your child lives too far (i.e. more than 1.6 kilometers from the school) to make it home, eat and return for classes on time, please contact an administrator.
- ★ ***Canteen services and Pizza days will be suspended until further notice. Microwaves will not be available at this time.***



MOVEMENT WITHIN THE SCHOOL



- There will be less movement in the halls with students remaining in their homeroom for the most part and teachers travelling to classes.
- Students and staff will stay to the far right, follow directional arrows on the floor and physical distancing markers will guide all to adhere to 2 meter physical distancing guidelines.
- Interior doors will be left open to minimize the need for touch.
- As much as possible exterior doors will be held open for students.



LET'S KEEP OUR
SCHOOL SAFE



WASHROOMS

- Classroom cohorts will have assigned washrooms.
- Limited stalls and sinks will be open to ensure physical distancing.
- Floor signage will designate where to wait for a stall if it is in use.
- Signage on the back of the stall door will remind students to wait within the stall for a sink if in use.
- A system will be in place to monitor the halls and ensure distancing practices are followed.
- All washrooms will have enhanced cleaning practices in place.





INCREASED CLEANING/DISINFECTING

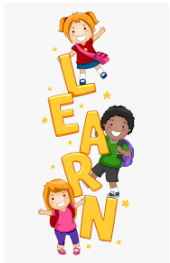
- The custodial staff have been working very hard over the summer to make sure we are ready for a safe return. We really appreciate their commitment to ensuring protocols are in place to provide as safe as possible environment for our school community. Thank you Mr. Anwidh, Mr. Nguyen, Mr. Ramos, Mr. Maligaya, and Mr. Craig!
- We have an increased cleaning schedule which includes frequent cleaning of door knobs, faucet handles, washrooms, etc.
- All classrooms will have hand sanitizer and cleaning supplies.
- Technology equipment will be disinfected after every use.
- Classroom desks and chairs will be disinfected every night.



MASKS

- Masks are mandatory for students grades 4 and up, as well as on the bus.
- They are strongly recommended in all other grades.
- Please help your child to practice wearing a mask for extended periods of time.
- Students should wear a clean mask each day and have an extra mask with them.





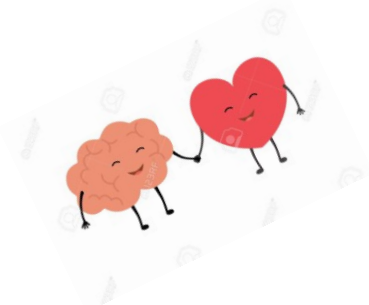
LEARNING

- All Winnipeg School Division teachers will utilize WSD and a variety of other assessment tools, observations, and professional judgement to determine strengths, challenges, and next steps in student learning.
- Targeted instruction will be crafted to meet the learning needs of your children.
- The learning focus will be on literacy, mathematics, and student well-being/mental health.
- All classrooms will use either SeeSaw or Google Classrooms (for communication and for possible virtual learning).
- Sargent Park Support Staff is comprised of Reading Recovery for Gr. 1, 2 Special Education Resource Teachers, 1.25 Guidance Counsellors, and WSD Clinical Support Services Clinicians: Psychologist, Social Worker, Speech and Language and Reading.



MENTAL HEALTH & WELL-BEING

- COVID-19 has been tough on all of us, including our students. Student mental health and well-being will be a priority and monitored as students return to school.
- Our Guidance Counsellors and clinicians have partnered with staff to support students in their return to school and will also be available to support families.
- Staff will focus on supporting students who are experiencing all of the emotions and uncertainty this pandemic has created.
- Staff will continue supporting students with Mindfulness and Self-Regulation initiatives.
- Sargent Park's Wellness Tree will serve as a framework to help implement mental health literacy across all grade levels.



WELLNESS TREE

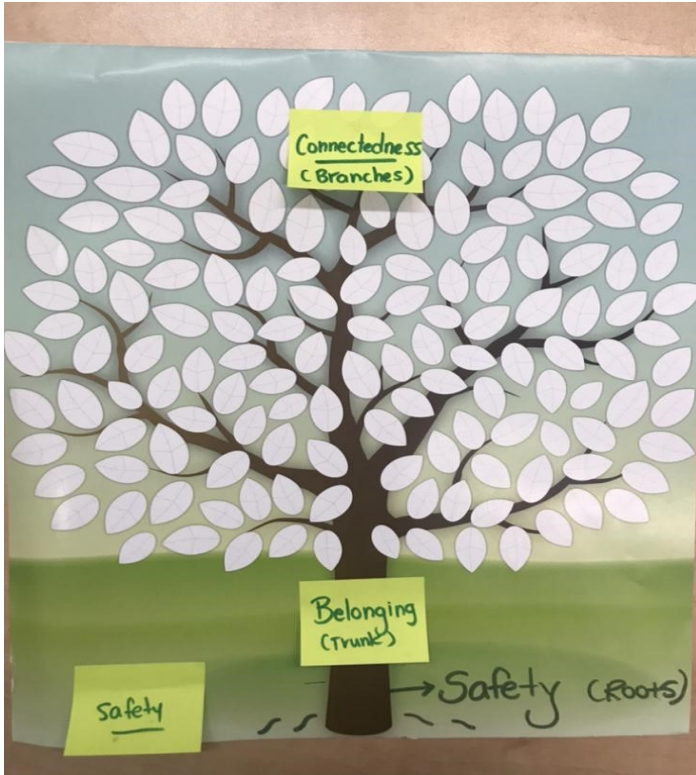
Sargent Park's Wellness Tree

Students and families will have the opportunity to increase their mental health literacy while integrating the three wellness tree elements of: safety, belonging and connectedness. The wellness tree offers the opportunity for understanding the importance of mental health promotion among students and set the stage for the year-round practice of simple, everyday mental health promotion activities. Additionally, the wellness tree can support in deepening students understanding of their own unique mental health process; build on their resiliency as well as empathy.

Connectedness (the branches) - The sense of connectedness and feeling connection is described best by B. Brown”
“Connection is the energy that is created between people when they feel seen, heard, and valued; when they can give and receive without judgement”. -B. Brown

Belonging (the trunk) - Within the trunk of the tree students will have the opportunity to explore their sense of belonging and what belonging means to them. Having a sense of belonging is that of a common experience of feeling accepted for who you are. It is what we all have in common rather than what may separate us.

Safety (the roots) - At the very roots of the tree the element of safety functions as the secure base and safe haven for that individual. All strategies and activities are build upon each child's secure networks and safety baseline. This process is fundamental in the child's capacity to adapt and move with flexibility and fluidity across all three elements within the wellness tree.



APPOINTMENTS/EARLY PICK-UPS/DISMISSAL

- If your child is being picked up early, please enter an early departure using SchoolMessenger so we can have your child ready to go. Call the school office when you arrive and your child will be walked out to meet you through their designated door.
- Caregivers are asked to meet students outside of their designated doors.
- N/K students and primary students will be closely monitored and handed off for pick-ups.
- Staff will be available at the doors for assistance.
- Parents/Caregivers are not allowed in the school at this time.
- Your cooperation in picking up your child promptly when ill, for scheduled appointments and at dismissal times is very much appreciated.



HOMEROOM CLASS ASSIGNMENTS

Elementary

- Returning elementary students will have received their classroom assignments with their June report cards.
- We have had to make a few changes to balance classes and with the opening of a new Gr. 5/6 class. Any changes in class assignment will be communicated by Sept. 4th through our School Messenger System.
- New students will also receive a message stating their room assignment.

Jr./Sr.High

- All Gr. 7-9 students will receive a message through our School Messenger System by Sept. 4th stating their room assignment.
- ★ It is **IMPORTANT** for students to know their room assignment as this will determine their designated entrance and exit doors. Please refer to the map on page 9.
- ★ Teachers and Support Staff have put careful thought into room assignments and therefore classroom changes will not be accommodated at this time.





GRADE 7-8 CLASSES

- Students in Grade 7 and 8 will attend classes every day for the full school day.
- Student programming will focus on Numeracy and Literacy, with the integration of other subject areas into the planning.
 - Core courses: Math, ELA, Science, Social Studies, Phys. Ed.
 - Option class selection will be based on cohort classroom groupings.
- Grade 7 and 8 students will remain in the same classroom for most of the school day (exceptions may include Phys. Ed., Practical Arts, Options).
- Teachers will rotate in for different subjects.
- Physical Education classes will occur in a modified format. Classes will take place outside as much as possible. Students should dress appropriately for outside classes. Change rooms will not be in use.





GRADE 9 CLASSES

- Grades 9 classes will be organized into homeroom cohort learning groups for the 2020–2021 school year.
- This helps to minimize the contact students have with each other as they stay in one classroom for the full day.
- Grade 9 students will attend school on designated days of the school day cycle.
 - Families and students will be notified what day of the cycle (Day 1,3,5 **or** 2,4,6) students must attend along with further information by Sept. 4th.
- Student programming will focus on Numeracy and Literacy, with integration of other subject areas into the planning.
 - Core courses: Math, ELA, Science, Social Studies, Phys. Ed.
 - Options: Life Works, Art, Technology, Photography, Spanish, Band, Dance
 - ***Option class selection will be based on cohort classroom groupings. All options are subject to change.***



HELPFUL LINKS/RESOURCES

- ★ Link to WSD Pandemic Planning:

<https://www.winnipegssd.ca/Parents/PandemicPlanning/Pages/default.aspx>

- ★ Link to WSD Pandemic Planning Framework:

<https://www.winnipegssd.ca/Parents/PandemicPlanning/Documents/WSD%20Framework%20for%20School%20Planning%20during%20pandemic%20WEB.pdf>

- ★ Parent/Guardian Safe Return tip sheet

<https://www.winnipegssd.ca/Parents/PandemicPlanning/Documents/WSD%20Covid-19%20Parent%20Guardian%20handout.pdf>

- ★ Home schooling Information:

<https://www.edu.gov.mb.ca/k12/schools/ind/homeschool/index.html>

- ★ Return to School Information for Parents/Guardians:

https://manitoba.ca/asset_library/en/covid/k-12-reopeningplan-guideforparents.pdf

- ★ Parent/Guardian FAQs:

https://www.winnipegssd.ca/Parents/PandemicPlanning/Documents/parent_guardian_faq.pdf

- ★ Restoring Safe Schools:

https://manitoba.ca/asset_library/en/covid/k-12-reopeningplan-guidance.pdf





THANK YOU!

These expectations may of course change. Our website will be updated regularly. Call us or email at any time. We sincerely look forward to seeing our Sargent Park Learners!

