



# WELCOME BACK to **INKSTER SCHOOL!**

September 2020



## A Guide to a Safe Re-Opening

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### **WELCOME BACK!**

On behalf of our staff, I would like to welcome our students back to school this year. I want to thank students and parents for all your support and patience as we start our new journey together this year. We are very excited to have our students back and continue their learning! We are working hard to ensure a safe learning environment for our students.

The information that you will receive in this guide is based on current recommendations and directives from the Winnipeg School Division and the Province of Manitoba. Details and guidelines in the plan may change based on the health situation in Manitoba. All staff will be trained on the new protocols and guidelines prior to the re-opening of school. In our guidelines, we are attempting to make school feel the same for our students but there will be changes in order to keep everyone in our school community safe.

We ask that you reassure your children that the school is working hard to create a safe environment. Although it may look a bit different this fall, we are focused on our students learning, reconnecting with peers and staff and helping them transition back to school.

Please review the guidelines and recommendations and our hope is it answers many of the questions you may have.

Thanks

Dino Di Fabrizio  
Principal

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# 1. BEFORE YOU COME TO SCHOOL: THE CRITICAL ROLE OF FAMILIES

- **Caregivers must pre-screen their child/children** each day before school to ensure they are not exhibiting and symptoms of COVID-19. See this **link for the screening tool:** <https://sharedhealthmb.ca/covid19/screening-tool/>
- **Any student who is showing any symptoms** (including runny nose, sneezing, coughing etc.) or has **come into close contact** with someone who has tested positive for COVID-19 must stay home and the family must contact **Health Links at 204-788-8200**.
- **Pack a water bottle** with your snacks and lunch. Water fountains are not operating at this time but the bottle filler in the main hallway will be available.
- **Masks are mandatory for all staff and students in Grades 3-6**. If your child arrives at school without a mask, one will be provided for them. It is strongly recommended that all students wear a mask.

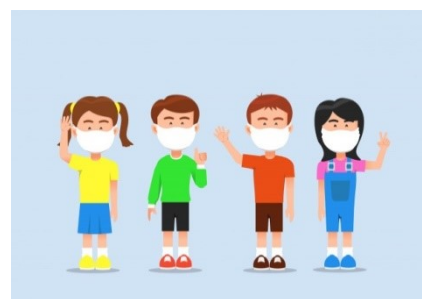


## 2. WHAT HAPPENS IF MY CHILD BECOMES ILL AT SCHOOL?

- If a student develops symptoms at school, **they must go home immediately** for the safety of others. The students will be removed from their classroom and will be given a mask and monitored by a staff member. The caregiver will be called to pick up the child immediately.
- Once you arrive at the school to pick up your child, you will phone the school at 204-589-4383 and a staff member will walk your child out to meet you.
- If a COVID-19 case is known, we will follow directives from Manitoba Public Health who will guide us in our next steps.

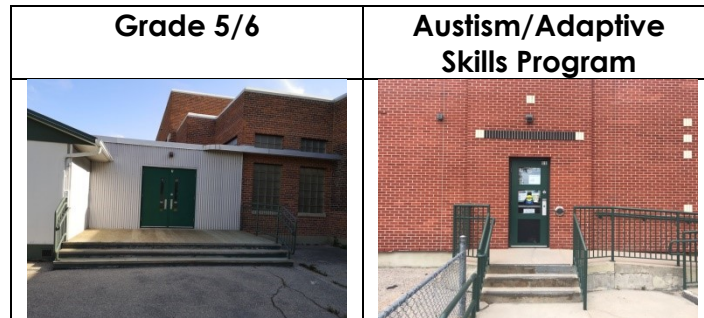
## 3. COHORTS

- **Cohorts are groups of students** that will stay in the same part of the building, have recess together and if in lunch program, have lunch together. Cohorts are established to keep groups of students together and avoid interactions with other groups so in the event of an infection, there are fewer exposures and contact tracing can occur more easily. The guidelines indicate that we must try to maintain 4 meters of distance between cohorts. Inkster School will have **class-based cohorts**. The cohorts are as follows:
  - o Nursery/Kindergarten Rm. 9 – L. Forrest
  - o Nursery (am) Rm. 10 – A. Wuersch Gowryluk
  - o Grade 1/2 Rm. 36 – J. Miller
  - o Grade 1/2 Rm. 2 – C. Nichols
  - o Grade 1/2 Rm. 3 – N. Peake
  - o Grade 3/4 Rm. 1 – J. Donovan
  - o Grade 3/4 Rm. 6 – A. Bennett
  - o Grade 3/4 Rm. 7 – B. Preyma
  - o Grade 5/6 Rm. 4 – E. Anderson
  - o Grade 5/6 Rm. 5 – C. Scibak
  - o Grade 5/6 Rm. 8 – S. McGregor
  - o Autism Program Rm. 32 – K. Purves/P. Ashton Barr
  - o Adaptive Skills Program Rm. 34 – E. Idone



## 4. ASSIGNED DOORS

- For entry/exit to the school, cohorts will be assigned to a specific door:
  - o Nursery and Kindergarten – Main Door on Inkster (Door No. 1)
  - o Grade 1/2 – East Playground Door (Door No. 10)
  - o Grade 3/4 – South Playground Door (Door No. 8)
  - o Grade 5/6 – Portable Door (Door No. 2)
  - o Autism & Adaptive Skills Program (Door No. 11)



- Entry/exit procedures are discussed in sections below.

## 5. ARRIVAL/ENTRY

- Students will arrive **no earlier than 8:45 am in the morning and 12:45 pm after lunch.**
- Upon arrival, **students will be required to report to their entrance immediately** and line up at the appropriate marker for each class.
- A staff member will greet students to **screen for COVID-19 symptoms** upon arrival and **hand-sanitize** prior to entry into the building. Students in Grades 4-6 will have to **put on their mask** prior to entering.
- Teachers will be present at each entrance to receive their students and escort them directly to their classroom.
- If **students arrive later than 9:00 am** they will need to enter through the front doors as all perimeter doors will be locked. There will be a staff member to monitor for late arrivals at the front door until 9:15 am. After that point in time, it will be monitored or you can contact the office at 204-589-4383.

## 6. EXIT/DISMISSAL

- In order to avoid congestion **exits will begin at 3:30 pm** with the classroom closest to their exit being dismissed first.
- Students will be encouraged to **begin walking home immediately**. If they are waiting for a sibling, they will need to designate an area to meet outside prior to walking home.
- **All pick up points will be at the students' designated doors**. As caregivers are not permitted in the school, we ask that you meet students outside of their designated doors OR at a meeting place of their choosing. Nursery, Kindergarten and Grade 1 and 2 students will be closely monitored when they leave the building to ensure a parent or daycare pick up as before.

## 7. APPOINTMENTS AND EARLY PICK UP FROM SCHOOL

- If you need to **pick up your child from school early** let the child's teacher know (email, note) what time you will be arriving or contact the office to let us know so we can have your child/children ready to go.
- **When you arrive at the school, as you are not permitted to enter the building**, call the school and let them know you are here. Your child will be escorted to the front doors of the school.

## 8. VISITOR ACCESS

- **Visitors including caregivers will not be allowed to enter the school** except in emergent situations or at the request of administration as per our public health guidelines.
- We encourage our caregivers to reach out to our teachers and administration through phone and will arrange for video calls when necessary.

## 9. RECESS

- Students will continue to have a 15 minute morning and afternoon recess. We encourage outdoor play and activity for our students to remain healthy.
- Cohorts will have a designated play area (field, hard top or playstructure) on a rotating basis.
- There will be 3 recess periods in both the morning and afternoon. Each grade group will have it's own time (Grade 1/2; Grade 3/4; Grade 5/6)
- Each room will have it's own recess equipment that is not shared. Students will wash/sanitize their hands before and after recess.



## 10. CLASSROOMS AND OUTDOOR LEARNING

- Classrooms for the most part will look the same. Some modifications will be necessary to keep everyone safe:
  - o Students will be seated a minimum of 1 meter apart. Students in Grade 3-6 must wear a mask while in school.
  - o There will be minimal furniture in the classroom and carpet gathering areas will be removed.
  - o Each student will receive individual supplies that are not to be shared.
  - o Some protective dividers may be necessary in some classrooms.
- We promote the idea of **using outdoor spaces for learning** when possible. Please ensure your child is always dressed for the weather.



## 11. WALKING IN THE SCHOOL

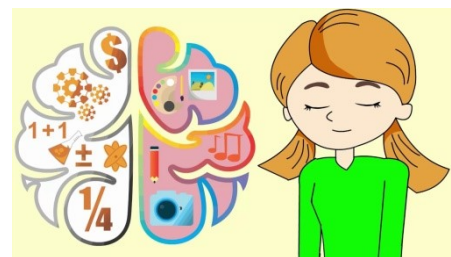
- Efforts have been made to **limit the traffic in the hallway** as much as possible.
- When in the hallway, students and staff are to walk on the **right side of the hallway** and follow the arrows on the floor. While in the hallway ensure you are **2 meters apart**. Arrows in the hallway are approximately 2 meters apart and can be used as markers.
- Signage for physical distancing, hand washing and direction will be highly visible throughout the school.

## 12. LEARNING AND INSTRUCTION

- All Winnipeg School Division teachers will utilize WSD 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 child. The learning focus will be on literacy, numeracy and student mental health and well-being.
- We will continue to use best practices in our classrooms to support Recovery Learning.
- There will be additional support for classrooms available from our Special Education Resource Teacher, Instructional Coach and our Guidance Counsellor.

## 13. STUDENT MENTAL HEALTH AND WELL BEING

- COVID-19 has been tough on our students, staff and families. Student mental health and well-being will be a priority in our return to school.
- Our guidance counsellor will be working along with the classroom teacher to support students.
- Staff will have opportunities for training in the areas of mindfulness and mental health and well-being and continue using Zones of Regulation with students.





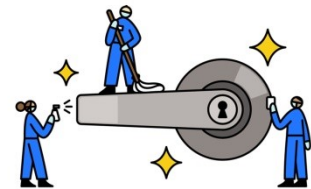
## 14. LUNCH PROGRAM



- Lunch program will continue to be provided by Parent Council
- All **students will eat lunch in their classrooms and must bring lunches that do not require reheating.**
- Grade groups will go outside at different times with cohorts (classes) being assigned to different areas of the playground.

## 15. INCREASED CLEANING AND DISINFECTING

- Our custodians have been working very hard over the summer to prepare for students and staff and to ensure we are prepared for a safe return.
- An **increased frequency in cleaning** schedule is in place which includes frequent cleaning of high touch areas such as door knobs, handles, electronic devices, washrooms etc.
- **All classrooms will have hand-sanitizer and cleaning supplies** available for use
- We have reviewed the information provided by the Winnipeg School Division on the cleaning, sanitizing and disinfecting protocols with our staff



## 16. HELPFUL LINKS

- Link: Winnipeg School Division Pandemic Planning:  
<https://www.winnipegssd.ca/Parents/PandemicPlanning/Pages/default.aspx>
- Link: Winnipeg School Division Pandemic Planning Framework:  
<https://www.winnipegssd.ca/Parents/PandemicPlanning/Documents/WSD%20Framework%20for%20School%20Planning%20during%20pandemic%20WEB.pdf>
- Link: Homeschooling Information:  
<https://www.edu.gov.mb.ca/k12/schools/ind/homeschool/index.html>
- Link: Restoring Safe Schools - A Guide for Parents, Caregivers and Students: What to expect when welcomed back to school  
[https://manitoba.ca/asset\\_library/en/covid/k-12-reopeningplan-guideforparents.pdf](https://manitoba.ca/asset_library/en/covid/k-12-reopeningplan-guideforparents.pdf)
- Link: Parent/Guardian: Frequently Asked Questions  
[https://www.winnipegssd.ca/Parents/PandemicPlanning/Documents/parent\\_guardian\\_faqs.pdf](https://www.winnipegssd.ca/Parents/PandemicPlanning/Documents/parent_guardian_faqs.pdf)
- Link: Restoring Safe Schools - COVID-19 K-12 School Settings Practice Guidance and Protocols:  
[https://www.gov.mb.ca/asset\\_library/en/covid/k-12-reopeningplan-guidance.pdf](https://www.gov.mb.ca/asset_library/en/covid/k-12-reopeningplan-guidance.pdf)

## 17. VIDEO RESOURCES

- Video on how to effectively take on and off a mask – For students (middle/senior) and staff
- Video on why masks are important – For students (early/elementary)
- Videos on how to effectively wash your hands – For students (early/elementary)
- Videos on how to effectively wash your hands – For students (middle/senior) and staff
- Video on reducing the spread of COVID-19: Hygiene – For students (early/elementary)

## 18. STAFF LIST AND EMAILS

|  | Room     | Teacher                     | E-mail Address   |
|--|----------|-----------------------------|--|
| Kindergarten                             | Rm. 9AM  | L. Forrest                  | <a href="mailto:lforrest@wsd1.org">lforrest@wsd1.org</a>   |
| Nursery/Kindergarten                     | Rm. 9AM  | L. Forrest                  | <a href="mailto:lforrest@wsd1.org">lforrest@wsd1.org</a>   |
| Nursery                                  | Rm. 10AM | A. Wuersch<br>Gowryluk      | <a href="mailto:awuersch@wsd1.org">awuersch@wsd1.org</a>   |
| Grade 1/2                                | Rm. 36   | J. Miller                   | <a href="mailto:jmiller@wsd1.org">jmiller@wsd1.org</a>   |
| Grade 1/2                                | Rm. 2    | C. Nichols                  | <a href="mailto:canichols@wsd1.org">canichols@wsd1.org</a>   |
| Grade 1/2                                | Rm. 3    | N. Peake                    | <a href="mailto:npeake@wsd1.org">npeake@wsd1.org</a>   |
| Grade 3/4                                | Rm. 1    | J. Donovan                  | <a href="mailto:jdonovan@wsd1.org">jdonovan@wsd1.org</a>   |
| Grade 3/4                                | Rm. 6    | A. Bennett                  | <a href="mailto:abennett@wsd1.org">abennett@wsd1.org</a>   |
| Grade 3/4                                | Rm. 7    | B. Preyma                   | <a href="mailto:bpreyma@wsd1.org">bpreyma@wsd1.org</a>   |
| Grade 5/6                                | Rm. 4    | E. Anderson                 | <a href="mailto:eanders@wsd1.org">eanders@wsd1.org</a>   |
| Grade 5/6                                | Rm. 5    | C. Scibak                   | <a href="mailto:cscibak@wsd1.org">cscibak@wsd1.org</a>   |
| Grade 5/6                                | Rm. 8    | S. McGregor                 | <a href="mailto:smcgregor@wsd1.org">smcgregor@wsd1.org</a>   |
| Autism Program                           | Rm. 32   | K. Purves<br>P. Ashton Barr | <a href="mailto:kpurves@wsd1.org">kpurves@wsd1.org</a><br><a href="mailto:pbarr@wsd1.org">pbarr@wsd1.org</a> |
| Adaptive Skills Program                  | Rm. 34   | E. Idone                    | <a href="mailto:eidone@wsd1.org">eidone@wsd1.org</a>   |
| Music                                    | Rm. 33   | S. Armstrong                | <a href="mailto:sarmstrong@wsd1.org">sarmstrong@wsd1.org</a>   |
| Physical Education                       | Gym      | M. Dunning                  | <a href="mailto:mdunning@wsd1.org">mdunning@wsd1.org</a>   |
| Guidance                                 | Office   | J. Larsen                   | <a href="mailto:jlarsen@wsd1.org">jlarsen@wsd1.org</a>   |
| Special Education<br>Resource Teacher    | Rm. 14   | A. Gilewicz                 | <a href="mailto:agilewicz@wsd1.org">agilewicz@wsd1.org</a>   |
| Resource Teacher/<br>Instructional Coach | Rm. 14   | C. Colli                    | <a href="mailto:ccolli@wsd1.org">ccolli@wsd1.org</a>   |
| Head Secretary                           | Office   | L. Hayden                   | <a href="mailto:lhayden@wsd1.org">lhayden@wsd1.org</a>   |
| Principal                                | Office   | D. Di Fabrizio              | <a href="mailto:difab@wsd1.org">difab@wsd1.org</a>   |

## 19. WEBSITE AND SOCIAL MEDIA ACCOUNTS

- For updated information please visit the following:
  - Inkster School Website: <https://www.winnipegsd.ca/schools/Inkster/Pages/Default.aspx>
  - Winnipeg School Division Website: <https://www.winnipegsd.ca>
  - Inkster Twitter Account: @inkster\_school
  - Inkster Instagram Account: inkster\_school

