



R. B. RUSSELL VOCATIONAL HIGH SCHOOL

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September 4, 2020

Welcoming our students back in September at R.B. Russell

As we enter the 2020-21 school year, R.B. Russell is committed to ensuring our school is a safe and equitable place to learn and work. While creating this return plan, we prioritized the mental and physical health of students, their families and school staff. Our plan for September was guided by recommendations from the Chief Provincial Public Health Officer. We know these times are challenging and that the transition back to in-class learning comes with many questions, including regarding what reopening will look like. As the COVID-19 pandemic evolves, R.B. Russell is prepared to adapt and be flexible. We appreciate the support and patience offered by our staff, families and community.

School Access and Entry Process

- Students at RB Russell will start school following a staggered start model, to help transition students back to school:

- Grade 9 students will attend on September 8th - **p.m. ONLY, from 1:10 to 3:30**
- Grade 10 students will attend on September 9th - **p.m. ONLY, from 1:10 to 3:30**
- Grade 11 students will attend on September 10th - **p.m. ONLY, from 1:10 to 3:30**
- Grade 12 students will attend on September 11th - **p.m. ONLY, from 1:10 to 3:30**
- Special Ed Students will be contacted by their teacher regarding start
- Pre-Industry Training (PIT) students will be contacted by their teacher regarding start

- Beginning on September 14th, ALL students will attend daily, from 9:00 a.m. to 3:30 p.m. R.B. Russell has a capacity of approx. 800 students, with a projected enrolment of 378 students. Physical distancing is possible in the building, but there will be times where 6 feet of distancing cannot be maintained at all times.
- Students will arrive at the main doors on Dufferin, and will line up 6 feet apart before entering the school. Prior to entering, students will put on their non-medical mask. They will be provided with one if they do not have one with them.
- Staff and students will maintain physical distancing within the school, 6 feet apart as recommended by Manitoba Health.
- Community use, and additional community permits, are not available at this time.

Covid-19 Screening and Hygiene Protocols

- Families will be expected to follow health guidelines and screen their children before entering the school *every morning*. Shared Health Manitoba's [COVID-19 Screening Tool](#) is available online. If your child has COVID-19 or flu related symptoms, please keep them at home.
- An up-to-date list of symptoms can be found at: <https://www.gov.mb.ca/covid19/about/index.html>
- Use the Self-Assessment tool to check if your child should be tested for COVID-19. Call Health Links at 204-788-8200 or 1-888-315-9257 if you notice symptoms, or if you need more information. Students will be screened a second time upon arriving at school.
- In an attempt to keep students and staff safe during this time, visits to the school will be assessed on an as-needed basis. Phone and virtual meetings with families are recommended first if possible. Parents and Guardians are requested to contact the school ahead of time and book an appointment before coming to the school. If an appointment is confirmed, they are requested to self-screen at home before arriving at school. Masks must be worn within the school. Parents and Guardians will be provided with a mask upon arrival at the school if needed. If a Parent or Guardian arrives and is displaying any symptoms, the meeting will be rescheduled.
- Increased hand hygiene will be encouraged - hand sanitizer will be available at all school entrances and hallways. Before entering the school, students and staff must wash or sanitize their hands. Handwashing and/or hand sanitizing will also be required before and after lunch; after washroom breaks and before and after using communal supplies. Please view the following video on how to effectively wash your hands: <https://www.canada.ca/en/public-health/services/video/covid-19-hand-washing.html>

Use of Personal Protective Equipment (PPE)

In following public health's updated guidance, the use of non-medical masks will be mandatory for students and staff at R.B. Russell. Cloth masks are a prevention practice and can play a role in reducing the spread of COVID-19.

- Students in Grades 4 -12, teachers and staff must wear non-medical masks in areas where physical distancing of 6 feet is not possible. It cannot be guaranteed that students will be able to maintain a distance of 6 feet at all times, therefore masks will be required at all times.
- WSD will provide two re-useable masks to staff and students. There will also be disposable masks available for students who arrive without.
- Families are asked to purchase additional non-medical masks, as part of this year's school supply list.
- Non-medical masks should not be worn by anyone who is unable to remove the mask without assistance, due to age, ability or developmental status.
- Please review the following videos for information regarding the importance of masks, and how to effectively take them on and off:

[Video on importance of masks](#)

[Video on how to effectively take on and off a mask](#)

Classroom Transition, Student Movement, Cohort Plans

- Students will travel by teacher escorted cohorts in school (A cohort is a group of students who stay together, mostly within the classroom but can be increased to 75 within specific sections of the school. Where possible each cohort will not intermingle with other cohorts)
 - Cohort 1 – Grade 9 students
 - Cohort 2 – Grade 10 students
 - Cohort 3 – Grade 11 academic students
 - Cohort 4 – Grade 12 academic students
 - Cohort 5 – Grade 11 and 12 vocational students
 - Cohort 6 – Special Ed students
- Where possible, primary instruction will be in one main classroom, and teachers will travel to the students.
- Students will be escorted by their classroom teachers for staggered exit at the end of the school day.
- All classroom doors are to be kept open to minimize contact with high touch surfaces.
- Students will be asked to sit in the same seat every day in their classrooms.
- Washroom protocols will be in place. Students will be expected to follow traffic flow directions, and return directly back to their classrooms.
- The ability to deliver programming in a true cohort model will exist for the grade 9's and most grade tens, but as we move into grade 11 and 12, there will be some intermingling of students.

What to Bring

- Minimum of 2 non-medical masks
- Lockers will not be used. Students' backpacks will stay with them and all student possessions will stay on the student throughout the day.
- Students are requested to bring their own re-fillable water bottles. Water fountains are not to be used. One water bottle refill station is available on an as needed basis.
- The cafeteria will have bagged lunches available for purchase and students will be supervised at lunch. If students are not staying for lunch, they will go home for lunch and return 5 minutes prior to classes resuming in the afternoon.

Student Learning at R.B. Russell

- This plan allows students to remain engaged in a full academic program with a focus on all curricular areas, where they will also have the opportunity to participate in hands-on Vocational programming.
- There will be the infusion of a distance learning model within the in-school delivery of content, in order to prepare for the possibility of distance learning.
- There will be a focus on the practical component early on, for Vocational programs in the case that a need to go to a distance learning model presents itself.
- General guidelines for Vocational Recovery Plans are available on pages 25-27 in the WSD document ["A Framework for School Planning During Covid-19 Pandemic"](#)

Student Attendance

- Students are expected to participate fully and to attend school regularly.
- Students are expected to be on time each day, in order to support the student movement and transition plans within the school.

Timetables

- Students will be provided with their timetables during their first day back at school.
- Spares will not be offered this school year as per provincial recommendations.

Protocols for Students Who Exhibit Symptoms

Individuals should self-isolate and not enter schools or education facilities if they:

- are experiencing symptoms suggestive of COVID-19
- have travelled outside Manitoba in the previous 14 days (outside of areas excluded by public health orders, which currently exclude locations in Western Canada, the territories, and Ontario west of Terrace Bay)
- are a close contact of a confirmed case of COVID-19
- are awaiting a COVID-19 test result (excluding persons tested as part of voluntary asymptomatic surveillance for COVID-19, as they do not need to isolate)
- if a student exhibits symptoms while at school, the student will be isolated in a pre-determined separate room. The parent or guardian will be immediately contacted and must pick up the student as soon as possible. The parents or guardians should then contact Health Links (204-788-8200 or 1-888-315-9257), or contact the child's health care provider for direction.
- A student may return to school once it has been determined to be safe by their health care provider and/or Public Health.

Protocol if There is a Positive Case in the School

In the event of the confirmation of a case of COVID-19 connected with a school, public health will lead the response and ensure appropriate supports are in place to coordinate the response. Contact tracing involves identifying the contacts of a positive case and contacting those individuals who may have been exposed. Public health may:

- request records that identify cohorts/groups of staff, students, volunteers and visitors in the school for a specified timeframe
- contact students, staff and families if they have been in close contact with a confirmed or probable case, and confirm whether they need to self-isolate or self-monitor, and when they can return to school

- recommend testing following established guidelines to staff, students, volunteers and visitors who may have been exposed to a positive case
- assess the need for the school to be closed for a period of time
- Schools will clean and disinfect areas where exposures took place. These areas will not be used until they are determined to be safe. School closure would be a last resort and only upon evidence of transmission among multiple cohorts.

Supporting Mental Wellness

- Prior to schools opening, our student services team will be sharing specific COVID-19 well-being resources with school leaders and staff. As always, we have many layers of supports available to students including clinical services. Shared Health Manitoba has a [list of resources](#) posted online to help families.
- Staff will be checking in with students on a daily basis. Staff will be checking on students who may be absent. Each student will be assigned to a guidance counsellor, who will most likely be the counsellor for their cohort.

Cleaning and Sanitization Schedule

- Enhanced cleaning protocols for high-touch surfaces, classrooms and washrooms will be in place.
- Custodians will be using the cleaning schedule found on page 21, Appendix B, in the WSD document "[A Framework for School Planning During Covid-19 Pandemic.](#)"

Helpful Links

[WSD Framework for School Planning During Pandemic](#)

[WSD: Parent/Guardian Safe Return Tip Sheet](#)

[WSD: Return to School Parent Tips](#)

[MB: Welcoming our Students Back: Restoring Safe Schools](#)

[MB: Welcoming our Students Back: A Guide for Parents, Caregivers and Students](#)

[MB: Parent/Guardian FAQ](#)

[MB: Pandemic Response System](#)

NOTE** As the COVID-19 pandemic evolves, R.B. Russell will be prepared to adapt and be flexible.