

Updated August 31, 2020

Welcome Back Guide to Principal Sparling School!

We're Going Back To School



September 2020

WELCOME BACK, WE HAVE MISSED YOU!

On behalf of our staff, we would like to thank you for your support and your patience as we navigate these unprecedented times. We are very happy to have our students 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 rules at Principal Sparling School. Much of school will look and feel the same, but with some changes. Changes were created to help keep everyone safe and follow both Winnipeg School Division and Provincial recommendations. Please note that guidelines may be subject to change as health recommendations from the province change. **If you have alternate educational arrangements and your child will not be attending school, please notify the office immediately as this will support us in our planning for a safe return.**

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 hope you understand.

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

Yours in education,

Lionel Pang, lpang@wsd1.org
Principal Sparling School Principal



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THE CRITICAL ROLE OF FAMILIES



- 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 ~~fever~~, runny nose, sore throat, sneezing, coughing, etc.) must stay home.
- See this link for the screening tool: <https://sharedhealthmb.ca/covid19/screening-tool/>
- Pack a water bottle with your snacks and lunch. Water fountains are not operating at this time.
- It is mandatory for all students and staff in Grades 4-6 to wear a mask. At Principal Sparling School we are encouraging masks to be worn by ALL students and staff. If so, please send 3 masks along with an individual hand sanitizer in a zip-lock baggy everyday with your child's name on it.
- 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 in a separate area/room while being monitored by a staff member. You will be called to pick up your child as soon as possible.
- Once you, or designate arrive, please phone the school at 204-783-6195 and a staff member will walk your child out to meet you. If a COVID-19 case is known we will inform all members of the cohort and follow directives from Manitoba Public Health Authorities.

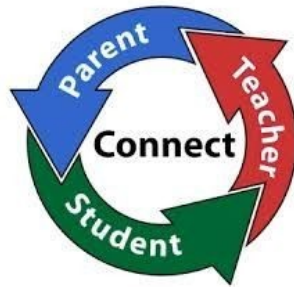


Appointments and Early Pick Up FROM SCHOOL

APPOINTMENT

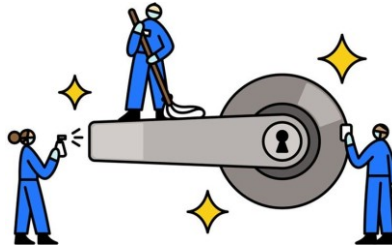


- Please do not come into the school to pick up your child or children.
- You can call the Office to let us know if your child or children need to be picked up so that we can have them ready. Please phone the School Office at 204-783-6195.
- Your child or children will be sent to the Office to await pick - up.
- Once you arrive please call the Office, or if you have given us a time, your child will be escorted to the door. We will ensure a safe meet up outside of the front doors of the school.



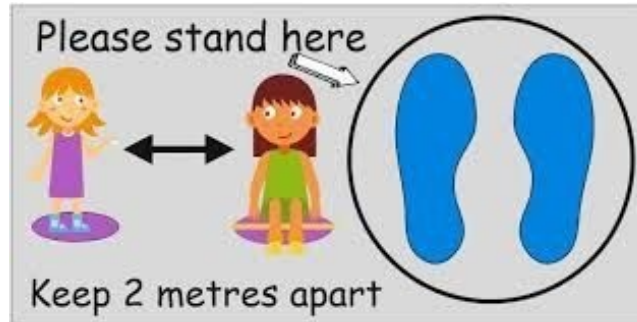
INCREASED CLEANING AND DISINFECTING

- Mr. Demition our Head Custodian, and our assistant custodians Mr. Ramos, and Mr. Lagimodiere have been working very hard over the summer to make sure we are ready for a safe return.
- There is an increased cleaning schedule in place which includes frequent cleaning of door knobs, faucet handles, electronic devices, washrooms, etc.
- All classrooms have sanitizer and cleaning supplies for use by staff.
- Workplace Health and Safety cleaning and sanitizing protocols and discussed information from our School Division on sanitizing and disinfecting practices will be adhered to.



ARRIVAL TO SCHOOL AND MORNING ENTRY

- Students will arrive no earlier than 8:45 am. It is recommended that all students be wearing a mask. It is mandatory for all students in Grades 4-6 to wear a mask.
- Students will join their lines at their assigned doors and line up using the marked distancing markings (2 meters apart).
- A staff member will greet students beginning at 8:45 am for hand sanitizing and early entry to classrooms. This will help ease entry congestion.
- Parents/Caregivers will not be permitted inside the school. If students are later than 9:00 am they will need to enter through the front doors as all perimeter doors are locked. Late arrivals should enter through the front door until 9:15 am. At 9:15 am the front doors will be locked but monitored, to allow for student entry.



ASSIGNED DOORS

- The doors outlined below will be used for all entry and exit purposes in and out of the school.
- Nursery and Kindergarten students will be met outside of the East Entry front (Flag Door) in their respective designated marked area.
- Rooms 8, 11, 12, 13 will use the **Main Entry Front doors**.
- Rooms 6,7,15, 19 will use the **Gym doors**.

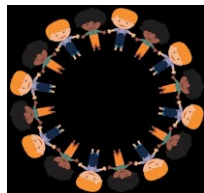


COHORTS, RECESS AND LUNCH PROGRAM

COHORTS

- Cohorts are groups of students that will stay in the same part of the building, have recess together and have lunch together.

Cohorts: Primary: 1) Room 11 & 12
2) Room 8 & 13
Intermediate: 1) Rooms 6 & 7
2) Rooms 15 & 19



RECESS

- Recess times will be staggered.** Staggered recess schedule will be Primary - 10:30, 2:30 and Intermediate will be 10:45- and 2:45. The playground will be designated into 'Play Zones' and each classroom will be assigned a zone in the playground. Students will be assigned a zone each day so that there is equal access to each play area. There will be no crossover from the Primary to the Intermediate side. * See Map/Zones.
- Exterior doors will be held open for entry and exit by an adult to minimize contact. All interior doors are being left open to minimize contact.

LUNCH PROGRAM

- Students staying for Lunch Program will be eating in their classrooms**
12:00 – 12:30 ➡ **Primary** (Rooms 11, 12, 8, 13) students will eat lunch in their classrooms
Intermediate (Rooms 6, 7, 15, 19) students will be outside in assigned play zones
12:30 – 1:00: ➡ **Primary** (Rooms 11, 12, 8, 13) students will be outside in assigned play zones
Intermediate (Rooms 6, 7, 15, 19) students will eat lunch in their classrooms
- Please ensure all lunches will not need to be warmed as we will not be able to heat food. This will be monitored by Lunch Staff and Educational Assistants. Lunch Program forms will be sent home with students who are staying for lunch. Please send your registration and Lunch Program Fees with your child to school. Please direct any questions to our Lunch Program Coordinator, Mrs. P. Dimaano at 204-783-6195.

ARE THE CLASSROOMS DIFFERENT?

- Some modifications were necessary to keep everyone safe. All large tables and carpet gathering areas were removed from classrooms and replaced with individual desks to ensure 1 metre distancing.
- Student supplies will no longer be communal. Please ensure all supplies are labeled with your child or children's name.
- It is recommended that teachers use the outdoors as often as possible. Please ensure your child is always dressed for the weather, including a hat and water bottle
- Windows will be open as much as possible for air flow.



Walking in the School

- Students and staff will stay to the right, staying a minimum of 1 meter apart and follow the direction arrows on the floor. Arrows will support distancing guidelines.
- As much as possible exterior doors will be held open for students.



WASHROOMS

- Only one student will be allowed in their designated washroom at a time.
- The floor will be marked to wait for the washroom if it is in use.
- All washrooms have enhanced cleaning practices in place.

LEARNING



- 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(ren)
- The learning focus will be on literacy, numeracy, student well being and mental health
- We will continue to use best practices in our classrooms to support Recovery Learning.

Student Mental Health and Well Being



- All staff have been trained with the support of the URIS Nurse and will receive a refresher in the fall
- COVID-19 has been tough on all of us. Student mental well-being will be monitored as students return to school. If you have any questions, please give us a call
- Principal Sparling 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. We also will be supported by our Guidance Counsellor, Ms. Lodge.

When school is done for the day-picking up routines

- Caregivers are asked to meet students outside of their designated exterior doors OR at a meeting place of their choosing.
- All students must be picked up at dismissal times. If there is an unforeseen circumstance, and you will be late, please call the office to make alternate arrangements, as soon as possible.
- Please call when you arrive at school and we will escort your child out to meet you. Please do not come into the building.



Map of Play Zones



Teachers and Classrooms

<u>Teacher Name</u>	<u>Room</u>	<u>Teacher Email</u>
Vanessa Lylyk	4 NK AM	vlylyk@wsd1.org
	4 NK PM	
Lindsay Vieira	6	lvieira@wsd1.org
Meaghan Sinclair	7	msinclair@wsd1.org
Rowena Lavarias	8	rlavarias@wsd1.org
Diane Kusko Burdeniuk	11	dkusko@wsd1.org
Delia Laninga	12	dlaninga@wsd1.org
Lili Daraphone	13	ldaraphone@wsd1.org
Justin Rempel	14	jrempel@wsd1.org
Allan Grimsley	15	agrimley@wsd1.org
Julie Ching	19	jching@wsd1.org
Connie Forest		cforest@wsd1.org
Brittany Collins		bcollins@wsd1.org
Janet Lyon-Anderson		jlyonanderson@wsd1.org
Lynsey Lodge		lylodge@wsd1.org
Marcy Thompson Sanchez		msanchez@wsd1.org
Charlene Schwartz		cschwartz@wsd1.org

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>

Homeschooling Information:

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

Phone: 204-245-8138

Email: homeschooling@gov.mb.ca

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