

NAME OF SCHOOL – Brantwood Colony School

The following is **Brantwood Colony School** return to school plan. Please note the return to school plan is fluid and may change as directed by Public Health, Manitoba Education and the Portage la Prairie School Division.

The following school plan will provide an overview of the procedures for the resumption of Level 1 In-Class Learning that will begin on September 14, 2020. For more detailed information please refer to the [Portage la Prairie School Division: Return to School Plan 2020-2021](#). If you have any question or concerns regarding the school plan please contact **Sheryl Livingston (204) 856-6133 or Graham Shindle (204) 871-5410**.

For our school community to remain safe it is very important that each day all students, families and staff complete the [self-screening tool](#) prior to entering the school.

Parent/Visitors to the school

Parents/Visitors will be required to contact the school in advance to make an appointment to enter the school. The outside doors will remain locked during the day and the doorbell will be used to gain entry. Parents will be made aware of pick up areas.

[Self-Screening](#) is required for all parents/visitors prior to entry. Please be aware of the screening guidelines that are posted on all entrance doors.

At this time, non-medical masks are required in schools for students in Grades 4 to 12, as well as for staff and visitors, when physical distancing of one metre is not possible.

When visiting all parents/visitors will be required to sign in and out of the building to support contact tracing.

Cohort Groupings

What is a Cohort?

A cohort is a group of students who remain together with their classroom teachers throughout the school day. ***Each Colony school falls into the category of a stand-alone cohort.***

Entrance, Recess, Dismissal Procedures

Entrance	9:15
Exit Recess	All students can leave at the same time 10:15, 2:00
Lunch	11:30 - 1:00
Exit End of the Day	All students can leave at the end of the day 3:15
Extreme Weather	On days when the weather is inclement students will have to remain in their classroom, and the 4 – 8 students will wear their masks when physical distancing of one metre is not possible.

Movement Procedures

Hallway movement	<ul style="list-style-type: none">Each grade will stay in their own classroom except for PE. Students will not be moving.
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Staff Movement	<ul style="list-style-type: none"> Staff movement – Staff will move throughout the entire. As staff change locations, they will make sure to wash hands and sanitize regularly. Teachers will be wearing masks.
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Communication

Communication with Students	<p>Students will be updated through:</p> <ul style="list-style-type: none"> Teachers will model transitions, expectations, and social distancing procedures during the first days of school. Information will be given through daily announcements. Information/Graphics will be posted throughout the school.
Communication with Staff	<p>Teachers will be updated through:</p> <ul style="list-style-type: none"> Email Staff meetings Walk-throughs Google/Team Meetings
Parent/School Community	<ul style="list-style-type: none"> Phone Call Notes in Agendas

Health and Sanitation Procedures

Location	Procedure
Cohort Entrance	<ul style="list-style-type: none"> All individuals entering the school will complete a self-screening All students will have their hands sanitized by staff as they enter and exit the cohort area
Classrooms	<ul style="list-style-type: none"> Each classroom will have hand sanitizer and disinfectant Regular handwashing reminders will be given Classrooms and surfaces will be disinfected with a hydrostatic cleaner each evening, with deep cleaning. Sharing of equipment should be limited
Washrooms	<ul style="list-style-type: none"> Increased cleaning protocols for student and staff washrooms will occur Handwashing posters have been placed in all washrooms advising users to practice proper hand hygiene
Water Fountains and Filling Stations	<ul style="list-style-type: none"> No sharing of water bottles will be allowed
Device Carts	<ul style="list-style-type: none"> Students will use hand sanitizer before using a device.