



École Crescentview School

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Mrs. Erin Mauws
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Dear Parents/Guardians,

The following is École Crescentview's 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 began on September 8, 2020 and has been modified throughout this school year. For more detailed information please refer to the [Portage la Prairie School Division: Return to School Plan 2020-2021](#). If you have any questions or concerns regarding the school plan please contact **Tracy Vanstone at (204) 857-3475 or by email tvanstone@plpsd.mb.ca**.

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.

Masks are strongly recommended by Public Health.

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

Many classes will be held outdoors weather permitting. Please ensure that students are dressed appropriately.

Cohort Groupings

What is a Cohort?

A cohort is a group of students who remain together with their classroom teachers throughout the school day. The cohort will have limited direct contact with other cohort groups.

Cohorting means that students will enter and exit through separate entrances, staggered recess and lunch breaks, in order to limit contact with others. This strategy limits any potential spreading of the virus to the broader school community, should an outbreak occur and allows for contact tracing.

Cohort	Classes	Entrance/Exit
1-blue	Kindergarten + FFL	Lobby doors (North)
2-orange	Grade, 1L, 1P, 1S	Front Parking Lot Door (North-West)

3-green	Grade 1JT, 1T, 1V	Green Play structure doors (East)
4-purple	Grade 2W	Multi Door (South)
	2A, 2F	South West Back doors
5-silver	Grade 2H, 2V, 2B	Library door (South)
6-red	Grade 3P, 3AB, 3M	Stride Front Door (North)
7- yellow	3B	MNP North Door
	3L	Fairboard East Door
8-white	Grade 4M, 4F, 4PM,	MNP South Door
9- Pink	4C, 4G	MNP North-East Door

- These cohorts will be broken down further into FI/ENG to allow for staggered hallway traffic each recess and lunch hour.

Entrance, Recess, Dismissal Procedures

Entrance	When students arrive at school in the morning, they will line up in their designated area, according to homeroom, and their teacher will escort them to the classroom at 8:45 through their assigned entrance.
Exit Recess	When students leave for recess they will get ready in their classroom and their teacher will escort them to their assigned exit door.
Lunch	Students may bring lunch kits and will eat at their assigned desks. At lunch hour students will get ready for recess in their classrooms and an EA will walk them to their assigned exit door.
Exit End of the Day	When students leave at the end of the day they will get ready in their classrooms and their teacher will walk them to their assigned exit door. - Bus Students on the Island will be dismissed at 3:10 to take the shuttle back to ÉCVS. -Kindergarten and FFL and all other Island students will be dismissed at 3:20 -Bus students at ÉCVS will be dismissed by 3:25 ; students will line up in the bus loop/gym according to their cohort and will be called by bus number as and will exit with the supervisor as their bus number arrives. -All other students will be dismissed at 3:30
Extreme Weather	On days when the weather is inclement students will be met at their assigned door by their teacher and brought directly into their homeroom.

Staggered Recess/Lunch Times

AM Recess	<ul style="list-style-type: none"> • Students will go for recess from <i>10:15-10:30</i>, remain with their cohort in designated areas (i.e. green play structure Kindergarten –Day 1, red play structure Grade 1 - Day 1 etc., snow hill Grade 2 - Day 1)
Lunch Recess	<ul style="list-style-type: none"> • Students will eat from <i>11:45 to 12:15</i>, and go outside from <i>12:15-12:45</i>
PM Recess	<ul style="list-style-type: none"> • Students will go out for afternoon recess at <i>1:55-2:10</i> and remain with cohort in designated areas (i.e. green play structure Kindergarten –Day 1, red play structure Grade 1 - Day 1 etc., snow hill Grade 2 - Day 1)

Playground	<ul style="list-style-type: none"> ● The playground will be divided based on the larger cohorts. PE will teach students games to play distantly with other students. ● There will be a play structure schedule for each grade/class cohort for K-4. ● When the bell goes each class will have a spot to line up distantly by their entrance and will be escorted to the classroom by the homeroom teacher.
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Movement Procedures

Hallway movement	<ul style="list-style-type: none"> ● Each grade will stay in their own classroom except for PE, music, and the library. Specialized teachers will move to the homeroom of the grade they are teaching. Students will not be moving. ● Arrows will be used to guide traffic in the hallways for both staff and students. ● Staff will walk students through the hallways during transition times and will model movement during their transitions.
Physical Education/Music	<ul style="list-style-type: none"> ● The Physical Education/Music teacher will meet students in the assigned area. ● Teachers will walk their students to the assigned area.
Library - <i>ECVSLibrary is currently being used as a classroom</i>	<ul style="list-style-type: none"> ● The Homeroom teacher will walk students to the library. ● Students will enter and exit through the main entrance. ● Students will use hand sanitizer upon entry and exit. ● Library periods will be scheduled so there is adequate time in between for cleaning.
Staff Movement	<ul style="list-style-type: none"> ● Staff movement – Staff will move throughout the entire school and may interact with different cohorts. As staff change locations, they will make sure to wear a medical mask, wash hands and sanitize regularly.

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. ● Teachers will take students to their designated areas and have them practice. This will become part of the regular school reminders. ● 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

	<ul style="list-style-type: none"> • Daily Announcements • Google/Team Meetings
Parent/School Community	<ul style="list-style-type: none"> • Email • Newsletter • Phone Call • Social Media Platform Facebook and the school website at http://www.plpsd.mb.ca/cvs • Portage la Prairie School Division website http://www.plpsd.mb.ca, Facebook and Twitter @PortageSD

Health and Sanitation Procedures

Location	Procedure
Main Entrance	<ul style="list-style-type: none"> • All individuals entering the school will complete a self-screening • Hand sanitizing station will be located at the main entrance of the school
Cohort Entrance	<ul style="list-style-type: none"> • 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 hand-washing 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
Lockers	<ul style="list-style-type: none"> • Limited use of lockers • When accessing lockers, students must either be 2m physical distanced or 1m for cohort groupings
Washrooms	<ul style="list-style-type: none"> • Increased cleaning protocols for student and staff washrooms will occur • Staff will monitor students as they enter and exit the washroom, limiting the number of students that are in the facility at one time • 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"> • The water fountains will be closed, and students will be encouraged to bring a drink or a water bottle for the bottle filling station • No sharing of water bottles will be allowed
Device Carts	<ul style="list-style-type: none"> • Carts will be assigned to each of the larger cohort areas. • Students will use hand sanitizer before using a device. • When possible students will place the device in an individualized ziplock bag for the student to use
Masks	<ul style="list-style-type: none"> • Students (Grade 4 and up), teachers, staff, visitors and volunteers are required to wear non-medical masks in areas where physical distancing of

two metres is not possible. This includes hallways and when riding the bus to school, and it may include classroom settings. Students under Grade 4 can also use non-medical masks

- Those wearing masks should be reminded, in age-appropriate language, not to touch their mask and to comply with other personal preventive practices, such as frequent hand hygiene and physical distancing as much as possible.
- All school bus passengers in Grade 4 and older, and the driver, are required to wear a non-medical mask. These should be put on before loading and taken off after offloading if removal is appropriate for the setting
- Students are advised to purchase non-medical masks as part of their school supplies, however, masks will be provided to students and staff who need them.
- Non-medical masks should not be worn by anyone who:
 - is unable to remove the mask without assistance (e.g., due to age, ability or developmental status)
 - has breathing difficulties
 - is under two years of age
- When a non-medical mask is used, your hands should be cleaned before and after putting it on and taking it off. Follow the recommendations listed above for the use of non-medical masks, including for their removal.
- Removed masks are considered contaminated and should be placed in a container or bag for appropriate cleaning and disinfection at a later time. Non-medical masks should be laundered daily.
- To put on a mask safely,
 - Perform hand hygiene by handwashing with soap and water, or use an alcohol-based hand sanitizer.
 - Place the mask on your face carefully so it covers your mouth and nose, handling it with the strings or elastic ear loops as much as possible, and mold the nose bridge to ensure it does not move while it is on.
 - Avoid touching the mask once you have put it on. If the mask needs to be adjusted, hands should be cleaned before and after adjusting the mask.
 - Never pull the mask down below the nose, mouth, or chin.
 - Never dangle the mask from one ear or both ears.
- To remove the mask safely, remove it from behind using the strings or elastic ear loops.
- Do not touch the front of the mask.
- Perform hand hygiene by handwashing with soap and water or using alcohol-based hand sanitizer.