

# Balmoral School

INTERLAKE SCHOOL DIVISION  
BALMORAL, MANITOBA  
ROC OHO



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## Balmoral School Reopening Plan

Last Update: September 3, 2021

Balmoral school has created a school-specific plan aligned with provincial and divisional expectations. Our goal as always is to provide a safe and welcoming atmosphere for our students.

### **Background:**

- In-class learning will resume for grades 1-8 students on September 9<sup>th</sup> and Kindergarten on September 13<sup>th</sup> in accordance with public health protocols and Manitoba Education's K-12 guidelines.
- The plan provided in the following pages are based on the most current information available. Balmoral school acknowledges that additional questions will continue to arise and that the environment will continue to evolve in response to the health of our communities and the information available to us.
- Balmoral School is in a fortunate position when it comes to students returning to school this fall due to a number of factors including our small school, low population of students, large playground, caring staff, dedicated custodial staff, and strong community support.

### **Student Learning Priorities**

- a. In-class learning:
  - i. Kindergarten: Students will return for alternate days of full, in-class instruction.
  - ii. Grades 1 to 8: Students will return for full time in-class instruction.
- b. Course offerings and programing:
  - i. Balmoral School will be able to offer a near regular slate of course offerings as we return to in-class learning.
  - ii. Physical Education will take place outside as much as possible, but will include indoor classes in the gym.
  - iii. Early years music programming will occur within each classroom. Indoor singing, with masks, has been deemed acceptable under current public health orders. Outdoor singing during music class will be encouraged.
  - iv. Band class will be offered to grade 5-8 students.
- c. Learning materials & manipulatives:
  - i. Individual tools and supplies will be utilized as much as possible.
  - ii. Staff will use cleaning protocols for learning materials that need to be sanitized in-between use.
  - iii. Students can share toys and manipulatives. Ensure hand hygiene before and after use.
  - iv. Shared play stations (e.g., water tables and sand tables) are permitted, provided good hand hygiene before and after use is practiced.
  - v. School and classroom libraries are open for use. Ensure good hand hygiene before and after use.
- d. Mental health and well-being:
  - i. School staff will be looking closely for any sign of anxiety, stress, and/or depression in any of our students. Our guidance counsellor will be proactive when it comes to monitoring student behavior and offering support where needed.

- ii. Balmoral will provide students with mental health and well-being supports through classroom instruction (e.g. project 11), guidance education, and guidance counsellor services.
  - iii. Balmoral will provide students and families with mental health and well-being supports through referrals to school clinicians (e.g. school social work, mental health support worker, occupational therapy, physiotherapy, psychology, and speech language pathology supports).
  - iv. Balmoral school will work with families and connect to community supports when possible.
- e. Cohorts:
- i. Balmoral School will plan for student programming using a cohort model. Cohorts involve keeping groups of students together and avoiding interactions with other groups of students. As per Manitoba Education guidelines, maximum cohort size is to be no more than 75 students.
  - ii. Balmoral will have two cohorts of students:
    1. Cohort 1: Kindergarten to grade 3 students
    2. Cohort 2: Grade 4-8 students
- f. Extracurricular programs and activities:
- i. Extra-curricular programs and activities including sports and field trips are now allowed and must follow public health recommendations.
  - ii. Balmoral school will assess its ability to offer varying extracurricular activities.
  - iii. Balmoral school will follow guidance from Manitoba High School Athletics Association's 'Return to School Sport Plans.'

### **Building Operations:**

- a. Cleaning and sanitization:
- i. Increased frequency of cleaning, disinfecting and sanitizing, particularly high-touch surfaces and common/shared areas, will be required. Schedules of custodial staff have been increased and adjusted.
  - ii. The prominent display of signs and posters throughout the school to highlight the importance of hand hygiene, physical distancing, cough etiquette, and staying home when sick
  - iii. Close monitoring of hand hygiene supplies to ensure an ample supply at all sinks in washrooms
  - iv. Providing alcohol-based hand sanitizer at all building access points, throughout the school and in classrooms
  - v. Water fountains are turned off for direct drinking -touchless water bottle refills will remain available
- b. Ventilation:
- i. Our Ventilation system has been set to frequently introduce fresh air.
  - ii. Staff members are encouraged to keep windows and doors open and to hold classes outdoors when practical and possible.
- c. Scheduling:
- i. Drop offs
    - i. Buses are unloaded at Balmoral School at 8:20am. Students will proceed to their morning cohort zoned areas on the playground (K-3 play structure & 4-8 field area).
    - ii. Students being dropped off between 8:20-8:50 can be dropped off along the West side of the school to proceed to the playground.
    - iii. Students being dropped off after 8:50 can be dropped off at the front main entrance doors.

- ii. Pick ups
    - i. **Balmoral School asks that pick-ups occur after the buses have left the school (4:00pm).**
      - This will ensure safety around the buses and reduce congestion and traffic in the school at the end of the day.
    - ii. Upon arrival at the school, folks picking up students will use the main entrance video calling system to notify the office staff of their arrival.
    - iii. Students will come out of the main entrance doors to meet folks picking them up.
    - iv. There should be no movement of vehicles in the bus area during bus times.
  - iii. School Entry/Exits from the playground
    - i. Classes will use different exits and entrances during the day to reduce congestion.
      - K, Gr 1/2/3 – Back West Doors
      - Gr 4/5 Class – Front West Doors
      - Gr 5/6 Class – Back North Doors (by Library)
      - Grade 7/8 Class – Back West Doors
  - iv. Nutrition/activity breaks
    - i. Before the beginning of the school day 8:20-8:50:
      - K-3 outside in the play structure zone of the playground and enter at 8:50am.
      - 4-8 outside in the field zone of the playground and enter at 8:45am.
    - ii. Morning breaks:
      - K-3 students will have their nutrition break from 10:40-11:05 and an activity break from 11:05-11:30.
      - 4-8 students will have their activity break from 10:40-11:05 and a nutrition break from 11:05-11:30.
    - iii. Afternoon breaks:
      - K-3 students will have their nutrition break from 1:10-1:35 and an activity break from 1:35-2:05.
      - 4-8 students will have their activity break from 1:10-1:35 and a nutrition break from 1:35-2:05.
- d. Physical distancing:
- i. We will be implementing strategies to minimize hallway congestion and congestion in washrooms. Only 3 students at a time will be allowed in the bathrooms.
  - ii. We recognize that strict physical distancing at all times, particularly with young children, is not practical in the school setting. Staff will do their best to adhere to these guidelines while using a safe and caring approach with students.
  - iii. Furniture has been re-arranged in the school to help with physical distancing.
  - iv. New furniture has been purchased for classrooms to support physical distancing.
  - v. Grade 7/8 students will resume using lockers this school year.
  - vi. Provincial Recommendations for Social Distancing in Schools:
    - Schools will use cohorts
    - Schools should encourage physical distancing to the greatest extent possible
    - Schools will manage the flow of people in common areas, including hallways and washrooms to minimize crowding and allow for ease of people passing through. They will implement the practice of staggered entrance and exit times, or use of separate entrances.
    - Schools will be prepared to implement physical distancing requirements of 1-2 meters when recommended or directed by public health officials.

- e. Transportation:
- i. School buses will be running in September for those students who are eligible for school bus transportation.
    - Morning bus drop off will occur at 8:20am with students staying outside in zoned cohort areas.
    - Afternoon bus pick up occurs at 3:55pm. Classes will be dismissed one at a time to reduce hallway interactions.
    - Families need to make sure to self-screen before students get on the bus, sanitize hands before getting on the bus, and have masks ready to wear on the bus.
    - **All students** are required to wear a mask on the school bus. Bus drivers are also required to wear a mask. A mask will be provided for students if they do not have one.
    - Specific seating guidelines for school bus transportation have been developed and will continue to be updated as public health information evolves. Students who are seated together will be members of the same household or members of the same in-school cohort, wherever possible.
  - ii. Parents/guardians are welcome to transport their child(ren) to school if they wish to do so.

### **Public Health Measures:**

- a. Personal Protective Equipment:
  - i. Masks are required for all students in K to 12, teachers, staff, visitors, and volunteers.
  - ii. Mask breaks may occur when there is physical distancing of two meters.
  - iii. There will be times throughout the day when masks can be removed, such as during lunch breaks or mask-free play outdoors.
  - iv. Masks will be provided at the school if needed.
- b. Hand hygiene:
  - i. Hand hygiene is fundamental to preventing the spread of COVID-19.
  - ii. Staff and students will perform hand hygiene often, with soap and warm water, for at least 20 seconds, or use an alcohol-based hand sanitizer at the following times: at the start of the day and before going home, after going to the washroom, before and after eating, after getting hands dirty, after wiping noses or handling dirty tissues, after coughing/sneezing/blowing nose, and after cleaning tasks (staff). Hand sanitizer, hand soap, and necessary cleaning supplies will be provided at the school.
  - iii. Hand sanitizing stations will be set up at all school entrances and all students, staff, and visitors are expected to hand sanitize upon entry and exit.
  - iv. The K, 1/2, 2/3, 4/5, and 7/8 classrooms have sinks for frequent handwashing. A handwashing station has been placed outside the grade 5/6 classroom to allow for frequent handwashing.
- c. Screening:
  - i. Students, staff and visitors will need to [self-screen](#) at home before going to school. Parents and caregivers are responsible for their own child's self-screening. An up-to-date list of symptoms can be found online at government's [About COVID-19](#) page. Screening protocols will be in place for all people entering the school and screening information will be posted at all entrances and provided to families.
  - ii. **PLEASE ACT IN THE BEST INTEREST OF PUBLIC HEALTH FOR ALL: KEEP YOUR CHILD HOME IF THEY ARE SICK OR DISPLAYING ANY SYMPTOMS OF COLD, FLU, OR COVID-19. STAY HOME IF YOU ARE SICK OR DISPLAYING ANY SYMPTOMS OF COLD, FLU, OR COVID-19.**
- d. Protocols for students and staff exhibiting symptoms:
  - i. Children exhibiting symptoms will be isolated in the life skills grooming room and will be provided with a medical mask to be worn. Parents or caregivers will be notified to come and

pick up their child immediately. **Balmoral school requires each family to have a plan in place for urgent student pick-up.** Families are advised to contact *Health Links – Info Santé* (204-788-8200 or 1-888-315-9257) or their health care provider for direction. Students can return to school once it has been determined that it is safe to do so by their health care provider or public health.

- ii. If the student requires close contact and care while isolated, staff will continue to care for the child until the parent/caregiver is able to pick the child up. Caregivers will be mindful of hand hygiene and avoid contact with the respiratory secretions of the student. A medical mask is to be worn by the staff member caring for the child.
- iii. **Families are encouraged to update their contact information with the school, in case emergency contact is needed.**
- iv. If a staff member becomes symptomatic while at work, they should immediately isolate themselves from other staff and students, notify the principal, and go home to isolate. Staff are advised to contact *Health Links – Info Santé* (204-788-8200 or 1-888-315-9257) or their health care provider for direction. A sick staff member can return to work once it has been determined that it is safe to do so by their health care provider or public health.
- v. In the event of confirmation of a case of COVID-19 connected with a class, public health will advise the staff and students if they have been in close contact, if they need to self-isolate or self-monitor and when they can return to school. Balmoral school will work closely with public health.

#### **Visitors and Volunteers:**

- a. Strict screening protocols will be in place for all people entering our school. Screening information will be posted at all entrances to the school, as well as on the school website. We are asking that visitors and volunteers at our school, including the unscheduled attendance of parents and caregivers in the building, be kept to a minimum. When their presence is necessary, ALL VISITORS must first self-screen, wear a mask and adhere to physical distancing and hygiene practices in place for students and staff.
- b. Visitors will have to use the doorbell to gain access to the school and will report to the school office.
- c. The school is required to keep a list of all visitors.

#### **Input and Feedback:**

- a. Input from the Balmoral school community is important and welcomed. Inquiries about Balmoral School's plan can be directed to: [mlawson@isd21.mb.ca](mailto:mlawson@isd21.mb.ca) or by calling the school at (204) 467-2501.

#### **Additional Resources:**

- a. Balmoral School updates can be found at <https://bal.interlakesd.ca>.
- b. Interlake School Division updates can be found at <https://www.interlakesd.ca>.

#### **Closing:**

Balmoral school looks forward to welcoming our students back in September and to working collaboratively with our community. We will be prepared to adjust our plan on short notice throughout the school year in response to public health protocols. Balmoral School and Interlake School Division will continue to work closely with Manitoba Education and with public health to do all that we can to ensure the safety, health, and well-being for all students, staff and families.