

STUDENT RETURN TO IN-CLASS LEARNING AT LINDEN CHRISTIAN SCHOOL REOPENING PLAN FOR SEPTEMBER 2020

August 21, 2020

The following represents the framework for Linden Christian School's Reopening Plan. As shared in our August 18, 2020 letter, directives from the Government of Manitoba and Public Health take precedence in our decision-making, as does our commitment to delivering the school's core values, i.e. a Christ-centered education, a commitment to excellence and a safe learning environment. This plan will be updated and adapted as needed.

(Please note that new information appears in blue typeface. Information previously shared was included in the attachment to our August 18 letter.)

We have prepared the BUILDING – here's how...

1. Posting signage related to Public Health directives and overall expectations when in the building, i.e. physical distancing, handwashing, non-medical masks, directional signage throughout.
2. Increasing the frequency of cleaning, disinfecting and sanitizing high-touch surfaces in common and shared areas (e.g. stairwell handrails, exterior door handles, light switches, student desks, tables and chairs). Washrooms will be cleaned more frequently.
3. Hiring an additional custodian to attend to enhanced cleaning protocols.
4. Installing hand sanitizing stations in all classrooms.
5. Designating areas of the school to specific grades to reduce student movement.
6. Changing several classroom layouts to ensure adherence to physical distancing requirements.
7. Allocating additional spaces in the Before and After School Care (BASC) Program to maintain cohort integrity for all students participating in the program.
8. Coordinating efforts with Grant Memorial Church because of the shared space to ensure established protocols adhere to Public Health directives and are consistent throughout the building. For example, entrance doors to the Sanctuary have been colour coded to help direct people to designated seating areas.
9. Designating rooms to isolate students and other members of the community if they present with symptoms of a cold, flu or COVID-19 while at school.

We are prepared for LEARNING – here's how...

1. Linden Christian's approach to in-class learning includes keeping grade or class groups in cohorts with the goal of keeping all students on site for learning. The plan for Senior Years students is in its final stages of approval with the goal of having students on site for learning to the greatest extent possible.
2. In the cohort system:
 - a. Grade or class groups will be kept in cohorts of about 75 students. [Where grade sizes exceed 75, two cohorts will be created for the grade.](#)
 - b. Each cohort will arrive, depart and participate in school activities without co-mingling as much as possible with members from other cohorts.
 - c. Children will stay in their cohort throughout the day, including lunch and recess breaks.
 - d. Additional lunch and recess breaks have been scheduled to avoid co-mingling. Staff have been hired to perform the supervisory duties resulting from the introduction of the additional staggered breaks.
 - e. Additional chapels have been scheduled within the divisions to ensure cohorts avoid co-mingling with members from other cohorts.
 - f. School arrival and departure schedules have been staggered, as has the entrance and exit protocol so that cohort movement can be managed to avoid members of other cohorts being in shared spaces (e.g. hallways) at the same time.
3. Reducing student movement has been arranged where possible. This includes:
 - a. Adapting the process for borrowing library books so that books are brought directly to the students in their classrooms.
 - b. To the extent possible, Music and French teachers will move between classrooms versus the past practice of students coming to the teachers.
 - c. Revamping the K-6 Milk Program so that distribution is grade specific.
 - d. [Students, staff and visitors moving through the school will be required to walk on the designated side of hallways and stairwells and must minimize touching surfaces such as walls and lockers. The use of stairwell handrails for physical safety is encouraged and they will be frequently sanitized throughout the day.](#)
 - e. [A new approach to Grade 7-12 New Student Orientation sessions has been planned and will be shared in communications to families by September 2.](#)

4. Faculty on our Student Support Services Team and staff on the Spiritual Care Team are available to provide support to your child(ren) and your family. Please contact the Vice Principal in your child(ren)'s division to access available support.

The STAFF are prepared – here's how...

1. In June, faculty began student reviews to ensure that all students are able to start the 2020-2021 school year in a positive manner. The review process will continue prior to the return of students on September 8.

Faculty on the Student Support Services and Spiritual Care Teams will discuss approaches to helping children at all grade levels talk about COVID-19 along with providing coping strategies to help students manage stress, anxiety and physical distancing requirements. Homeroom teachers will keep the pandemic as a matter of prayer with their students.

2. Faculty and staff will return to school on September 2, 3 and 4 for a number of orientation sessions on public health requirements and educational priorities to support students, as well as professional learning around recovery learning.
3. Feedback received on families' remote learning experience via the survey released June 30 will result in some changes to our delivery of remote learning in the event an online component for learning is required. [Additional training in this area began in August.](#)
4. If your child develops symptoms of a cold, flu or COVID-19 while at school, they will be isolated and parents/guardians will be called to ensure the child is picked up promptly. Faculty and staff will self screen daily. They too will be isolated in the event they present with symptoms.
5. [A sick student's desk, chair, etc. will be promptly sanitized. Isolation rooms will be sanitized immediately after being vacated.](#)
6. [Each classroom teacher will have disposable face masks on hand for students. They will also have cleaning supplies for sanitizing desks and surfaces on hand.](#)

We are prepared to WELCOME STUDENTS AND FAMILIES - here's how...

1. Administration is keeping abreast of directives from the Government of Manitoba and will respond by making necessary adaptations.
2. Having a supply of masks on hand for use by students when physical distancing is not possible. [On August 19, 2020 the provincial government mandated that "masks will be required for students in Grades 4 to 12, teachers, school staff and visitors when physical distancing of two metres is not possible. Parents and caregivers will continue to choose whether younger students should wear a mask. Further guidance on exceptions will be available soon regarding specific mask-free time and for those not recommended to wear a mask."](#)
3. Administration will provide frequent communication about the school year and ongoing plans for instruction and support. The letter dated August 18, 2020 was the first of several communications that will help you prepare for your child(ren)'s return to school.
4. Access to the school by parents, guardians and other members of our community is permitted at the school, however, the desire is to minimize the visits. [Where possible, the preferred methods of communication include email, and telephone rather than in person.](#)

All visitors must adhere to self screening, physical distancing, posted hygiene requirements and abide by directional signage when moving within the building. [Visitors will be required to wear masks, be screened upon arrival and adhere to the sign in and sign out protocol.](#)

Parent volunteers and other visitors will not be permitted in the classrooms during September through December.

5. The annual back-to-school welcome letter will be provided by September 2. [Like prior years it will include information on the following:](#)
 - [confirmation that school starts on Tuesday, September 8 and affirmation of the start time for students in each division of the school;](#)
 - [outdoor location where your child is to meet their teacher when they arrive at school to ensure entry into the building respects physical distancing requirements for transitions;](#)
 - [details on adjustments made to the Before and After School Care Program because of the need to keep students in cohorts;](#)
 - [details about new student orientations for students in Grades 7 to 12;](#)
 - [Log in information on how to access the family portal on the website, along with posted documents that must be reviewed by families prior to the first day of school;](#)
 - [revised Student Drop-Off/Pick Up Traffic Flow Plan.](#)

6. Implementing a *No Sharing Policy*. No food, water-bottle or sharing of personal items will be in effect until otherwise advised.

7. Requesting support from parents and guardians in the following areas:

- Reviewing the proper method of handwashing with your child(ren) by watching the age appropriate video.
 - Early Years (Kindergarten to Grade 4):
<https://www.canada.ca/en/public-health/services/video/covid-19-hand-washing-heroes.html>
 - Middle Years (Grades 5 to 8):
<https://www.youtube.com/watch?v=oGQpJafaWj0&list=PLVNFeypl6DLXJ396BgELdK349vuigGmg&index=3&t=0s>
 - Senior Years (Grades 9 to 12) / Adults:
<https://www.youtube.com/watch?v=1AGW3bbcb3Y>
- Keeping your child(ren) home when they are sick or exhibiting any symptoms of a cold, flu or COVID-19. Establish a pick up plan and affirm it with those involved beforehand. [The government directive related to Contact Tracing and Outbreak Management for schools is included for awareness.](#)

“In the event of confirmation of a case of COVID-19 connected with a school, Public Health will lead the response and provide guidance, including ensuring 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 to the school for the specified timeframe;
- Offer testing following established guidelines and staff, students, volunteers and visitors that may have been exposed to a positive case; and
- Assess the need for the school to be closed for a period of time.

Public Health will advise 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.”

- Make sure the school has your current contact information and that of your emergency contact. [Mrs. Kathy Berard, kberard@lindenchristian.org](#) has begun the process of emailing school families to affirm this very important information. Emails to EY and MY families went out the week of August 17; SY will follow.

- Reintroducing or establishing school routines if they are not already in place, to help ensure your child(ren) is calm and feeling prepared to return to school. For example, returning to normal bedtime routines, limiting screen/gaming time and, when school starts, preparing for the next day in the evening by packing lunches, filling water bottles and packing any work that needs to go back to school. Try to avoid unsettling younger children in particular by establishing a comfortable morning routine and be sure to allow for sufficient travel time to school. I encourage you to begin the day with a word of prayer, modelling our dependence on God and demonstrating trust in Him.

Students in Grades 7 through 12 need to ensure that their school materials are well organized in their backpacks as locker visits will be reduced.

- Labeling personal items, i.e. lunch kit, water bottle, outdoor clothing and shoes, gym bag and other personal items with their name and homeroom (K-8).
- Ensuring your child(ren) brings a filled water bottle to school each day along with their lunch and snacks. Touchless water bottle filling stations will be turned on and available for students to refill their water bottles. They will be cleaned frequently and are located in three areas: 1) on the Main Floor near the student washrooms closest to the Main School Office 2) in the big gym located in the basement 3) on the second floor in the northwest hallway.
- Remote learning is not an optional choice. However, families with exceptional circumstances that require a student to stay home due to personal or family health risk factors related to COVID-19 will be supported in remote learning if they are able to have their family physician affirm the need in writing. Parents will need to advise the Vice Principal responsible for their child(ren)'s division of the school via email and include the letter from the family physician.

8. Affirming student responsibilities:

- Stay home when you are sick.
- Tell staff, parents and guardians when you are not feeling well.
- Wear a mask as per government directives.
- Wash your hands, especially after coughing, blowing noses or sneezing, and when handling food.
- Do not share food or personal items.
- Cough and sneeze into your arm or a tissue. Do not touch your face, particularly your eyes, nose and mouth.
- Keep 2 metres from others and avoid close contact.
- Smile and wave when saying hello--don't give high fives, fist pumps or hugs.

- Eat healthy foods, keep physically active and get enough sleep and fresh air.
- 9. Postponing field trips, overnight events and in-school sales that support outreach events until at least the new year.
- 10. Recording community events such as the annual Thanksgiving and Remembrance Day Chapels and sharing via social media.
- 11. Providing new parents with the annual New Parent Information session in a new format.
- 12. Ensuring self-isolation requirements have been adhered to by our international students.

We are prepared for CONTINGENCIES – here’s how...

1. Feedback received on families' remote learning experience via the survey released June 30 will result in some changes to our delivery of remote learning in the event an online component for learning is required or a suspension of classroom learning at some point in the school year occurs.
2. Professional development related to enhancing skills associated with the delivery of remote learning has begun and will be ongoing.

Visit Linden Christian School’s website, www.lindenchristian.org regularly to stay up to date on what is happening at Linden,

and

Visit The Government of Manitoba’s [“Latest COVID-19 Education News”](#) regularly for the most up-to-date information.