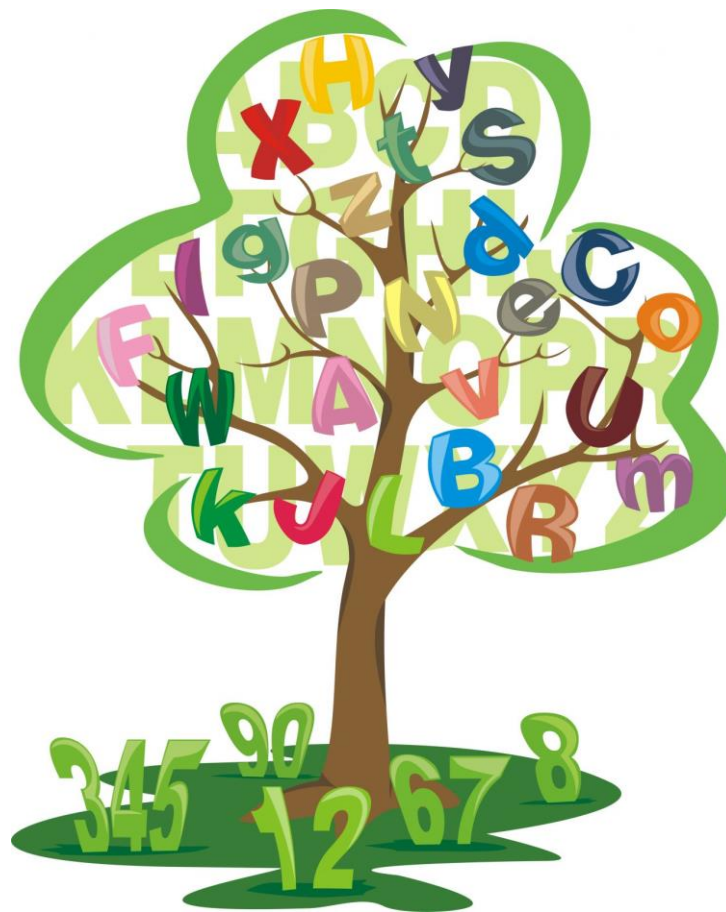


ROSSER SCHOOL STUDENT HANDBOOK 2021-2022



Rosser Elementary School
Box 130
Rosser, MB R0H 1E0
Phone: (204) 467-2717
<https://rosser.interlakesd.ca/>

PURPOSE

The purpose of this booklet is to acquaint parents with the Interlake School Division / Rosser school staff, programs, and general procedures. The Rosser School Plan for welcoming our students back to school, is attached at Appendix 1.

If you have any questions, concerns, or comments regarding the school, the handbook, or your child, please feel free to call us at (204) 467-2717.

INTERLAKE SCHOOL DIVISION

Superintendent/CEO Margaret Ward
Assistant Superintendent Tyler Moran

Board Members

Fran Frederickson Chair	Alan Campbell Vice-Chair
Cindy Brad	Sally Cook
John Heuging	Victoria Schindle
Bridget Yablonski	

ROSSER SCHOOL STAFF

Principal: Morag Ivany

Teachers

Mrs. Ivany (mivany@isd21.mb.ca) Grades 1-4 French; Grade 1/2 Social Studies; Health; Guidance; Early Literacy; K/1/2 Phys Ed.

Mrs. Daigneault (idaigneault@isd21.mb.ca) Grade 1 & 2 ELA & Math; Grades 1-4 Music; Grades 1-4 Art.

Ms. Anderson (sanderson@isd21.mb.ca) Grade 3 & 4 ELA, Math & Social Studies; Resource.

Mrs. C Olson (colson@isd21.mb.ca) Kindergarten; 3 & 4 Science; Grade 3/4 Phys Ed.

Support Staff

Michaela France (mfrance@isd21.mb.ca)	Admin Assistant
Joanne Braun	Librarian/Educational Assistant
Michelle Conan	Education Assistant
Sandy Sigurdson	Child/Youth Support Worker
Jefferson Marmito	Custodian

DAILY ROUTINE

8:20 - 8:45	Morning Arrival & Outdoor Activity Time <ul style="list-style-type: none"> • First Busses Unload at 8:20am • Second Bus Time at 8:40am
8:45	Students Enter the School from Outside
8:50	Start of the School Day: Assembly/Announcements
8:50 - 10:30	Morning Block of Classes
10:30 - 10:45	Morning Nutrition Break (K-2)/Outdoor Break (3-4)
10:45 - 11:10	Morning Outdoor Break (K-2)/Nutrition Break (3-4)
11:10 - 11:15	Transition Time
11:15 - 12:55	Middle Block of Classes
12:55 - 1:15	Afternoon Nutrition Break (K-2)/Outdoor Break (3-4)
1:15 - 1:40	Afternoon Outdoor Break (K-2)/Nutrition Break (3-4)
1:40 - 1:45	Transition Time
1:45 - 3:25	Afternoon Block of Classes
3:30 - 3:55	End of Day Pick-Up Time / Dismissal
3:30	First Bus Arrives (Shuttle to GI)
3:55	Second Buses Arrive

ABSENTEEISM AND LATENESS

Consistent attendance and punctuality at school is important to your child’s success in school. Being an active participant in class helps your child better understand the learning goals of the class, as well as how to successfully achieve those goals. Consistent attendance also reinforces the value of education.

There may be times when your child is unable to attend school. If that happens, we would appreciate an e-mail, a note in the agenda giving us the heads up, or a phone call.

SCHOOL COMMUNICATION

By checking the Rosser School website at <https://rosser.interlakesd.ca/> you will find news updates, calendars, permission forms and parent portal web access.

By checking the Interlake School Division website at <http://www.interlakesd.ca> you will find various subject headings where you can access information about our school and school division.

The school currently has an active Instagram account maintained by Ms. Anderson. Updates regarding school activities, REPAC news, and community events can be found on the

Instagram account. The QR code is found below to access the Rosser School Instagram account.



The current Twitter account is open, but not yet active. Staff are planning to communicate information through both the Instagram and Twitter accounts this school year.

In addition to this, Mrs. Ivany sends out a weekly email and a monthly calendar.

Rosser School – Year at a Glance 2021-2022

SEPTEMBER

- September 9 - First Day of Classes for Grade 1 - 4 students, and K interviews
- September 13 - First Day of Classes for Kindergarten students
- September 16 - Author Visit with David Robertson 2:30 pm.
- September 17 - Life Touch School Picture Day 9:00 am
- September 20 - REPAC Meeting & AGM 7:00 pm.
- September 21 - Terry Fox Run
- September 29 - Orange Shirt Day
- September 30 - National Day of Truth and Reconciliation – No School

OCTOBER

- October 1 - Hot Lunch
- October 8 - In Service Day – No Classes
- October 11 - Thanksgiving- No School
- October 26-27 - Progress Conversations Term 1
- October 22 - In Service Day – No Classes
- October 28 - Halloween Parade and Activities, Hot Lunch & Canteen

NOVEMBER

- November 3 - Early Dismissal 2:30 pm
- November 10 - Remembrance Day Assembly 10:00 am??
- November 11 - Remembrance Day – No School
- November 12 - In Service Day – No Classes
- November 25 - Hot Lunch

DECEMBER

- December 1 - Early Dismissal 2:30 pm
- December 10 - Term I Report Cards
- December 17 - Canteen
- December 21 - Hot Lunch
- December 22 - Last day of Classes before the Winter Break

JANUARY

- January 6 - First Day of Classes of the New year
- January 12 - Early Dismissal 2:30 pm
- January 28 - Hot Lunch

FEBRUARY

- February 4 - Inservice Day – No Classes
- February 14 - Canteen
- February 21 - Louis Riel Day- No School
- February 23-24 - Progress Conversations Term 2
- February 25 - Hot Lunch

MARCH

- March 2 - Early Dismissal 2:30 pm
- March 7 - In Service Day – No Classes
- March 18 - Canteen
- March 21-25 - Wellness Activities
- March 24 - Hot Lunch
- March 25 - Report Cards Term II
- March 25 - Last Day of Classes before Spring Break

APRIL

- April 4 - Classes Resume after Spring Break
- April 6 - Early Dismissal 2:30 pm
- April 14 - Spring Surprise Hunt & Canteen
- April 15 - Good Friday
- April 22 - Earth Day
- April 28 - Hot Lunch

MAY

- May 4 - Early Dismissal 2:30 pm
- May 16 - In Service Day – No Classes
- May 23 - Victoria Day- No School
- May 26 - Hot Lunch

JUNE

June 23	- Hot Lunch & Summer Canteen
June 27	- Grade 4 Grad & K-3 Celebration of Learning
June 29	- Field Day & Last Day of Classes for all students
June 29	- Report Cards Go Home
June 30	- Admin/PD Day

THE 6-DAY CYCLE

Our school operates on a 6-day cycle. This year, Thursday, September 9th starts our cycle at Day 1. Please note that Kindergarten students start school on Monday September 13, and that they attend school days 1, 3, and 5 for a full day.

NUTRITION AND OUTDOOR ACTIVITY BREAKS

Outdoor breaks enable the students to get some fresh air and physical activity during the school day. If you think your child needs to stay indoors, please send a note in their agenda with your request.

Students are not permitted to leave the school grounds during nutrition and outdoor breaks unless they have written permission from their parents.

PICKING YOUR CHILD UP AT SCHOOL AND HOME-TIME CHANGES

Please inform the school of a change that affects your child/children at the end-of-the-day dismissal. This includes bus changes, pick-up changes, and permission to go home with someone other than a parent/guardian.

Please send a note in your child's agenda and/or an email to the class teacher, copied to Mrs. France and Mrs. Ivany or call the school (204-467-2717). Our secretary, Michaela France, is in the office 8:00 – 11:30, and Mrs. Ivany is in and out of the office throughout the day. If you are unable to connect with a member of staff, you can leave a phone message or send a text message to Mrs. Ivany at 204-490-0078. We do try to check phone messages before buses arrive to make sure there have been no changes to home time routines.

If you have indicated someone else is picking up your child/children (for example, a relative or friend) but our staff does not know the person who is picking up your child, the person will be asked to show identification.

HOME CONTACT INFORMATION

Please provide the school with information regarding any changes in contact information for students. We do encourage you to log on to PowerSchool to check “Logistical Demographics” and to make any necessary changes. This information was typically sent home in paper copy as a registration form for you to make changes.

If parents/guardians are going to be away, please provide the backup information of the caregiver in case of emergency.

FRONT DOOR POLICY

The front door of the school may be locked because there are times during the day when no one is in the school office to greet visitors. If the door is locked, please ring the buzzer or the doorbell located on the right side of the door, and we will greet you as soon as we can.

PARENTS IN THE SCHOOL

Please check in at the office first if you come to deliver something to your child or to pick him/her up. It is important for us to know who is coming in or out of the building.

ASSESSMENT AND BEST TEACHING PRACTICES

Rosser School recognizes that good assessment supports student learning and is part of best teaching practices. Teachers use assessment for learning, as learning, and of learning to inform their teaching, to help students assess their own work, and to report student progress to parents. It is important to set learning targets as part of on-going learning and assessing.

Parents receive report cards in early December, March, and June. Progress Conversations are held in October and February. Parents are encouraged to contact the school if they have any concerns or questions about their child’s progress.

SCHOOL CURRICULUM AND SCHOOL PROGRAMMING

Curriculum - Rosser School provides the provincially approved curriculum courses in English Language Arts, Mathematics, Science, Social Studies, French, Performing Arts, Physical Education and Art.

Resource/Student Services - Resource services are available to assist teachers in identifying students with academic difficulties or special needs, and to collaborate with teachers to develop programs and instructional strategies to address the needs of these students. Individual and/or group student assistance is available. Support in the areas of Child Psychology, Social Work, Speech and Language, Physiotherapy and Occupational Therapy is available to those students/families who require these services. These services are accessed through the resource teacher.

Guidance Counselling Services - Counselling services will be provided to students in individualized, group and classroom format as required.

APPROPRIATE DRESS AND FOOTWEAR

We trust families to use their judgment in regards to appropriate dress for school. Attention to respectful dress sets a tone within a school for focused learning.

Clothing must allow for full and safe participation in all school activities. This may include gym clothing and appropriate clothing for the winter months for outdoor breaks and activities.

It is important for students to remove their footwear when entering school, and put on clean indoor shoes for the school day. (Please take the time to check that your child's shoes are non-marking).

Regarding outdoor clothing, please note that students are outside at the start of the day when they arrive off the bus, as well as recess. Appropriate outdoor clothing/footwear is required. During the winter months students may be outside in temperatures down to -29° C.

VOLUNTEERS

Volunteers are an important part of school life. Although we are not yet able to welcome all volunteers into the school, we are able to organize in-person visits. If a member of the public has a talent/skill that they would be willing to share with students or if they would like to take part in our guest reading months, we are happy to provide that opportunity to our students. Please remember that current Public Health guidelines must be followed.

SCHOOL LIBRARY

Students are encouraged to take out books from our school library to read in the classroom and will be able to bring them home once their classroom teachers have established their take-home reading programs.

BOOKMOBILE

The South Interlake Regional Library's (SIRL) bookmobile will visit Rosser School monthly and provide additional books for students to choose from. Classroom teachers will receive books and dedicate time for students to view them and select books to read.

LUNCH PROGRAM

The Rosser Elementary Parent Advisory Council (R.E.P.A.C.) lunch program has been suspended until further notice.

The school staff will provide hot lunch at the end of each month. Order forms will be sent out the week prior.

MILK PROGRAM

Our milk program will be resumed this school year. Order forms will be sent out monthly.

RESTITUTION APPROACH TO SCHOOL DISCIPLINE

Restitution is a term used by Diane Gossen, M.Ed., to describe a program that promotes self-discipline in students. It's a program that is being used by many schools all over the world, successful in building a team approach between home and school, solution-focused and effective in promoting a safe classroom environment. It's about creating conditions for the person to fix their mistakes and return to the group strengthened, and it's about restoring relationships and strengthening people.

Students, with the help of their teachers, work on creating a set of classroom beliefs at the beginning of the school year. Articulating classroom beliefs are part of a restitution program because it defines acceptable and unacceptable behaviors in the classroom. The idea is that if you believe in something, you will be motivated to behave in a way that supports that belief, and you will be motivated to follow the rules.

This does not mean that there are no consequences for inappropriate behavior. There are bottom line behaviors that need to be dealt with – and there needs to be a consequence. For example; continuous below the line behavior, weapons or running away will result in consequences.

See the next page for examples of above the line, below the line, and bottom line behaviors.

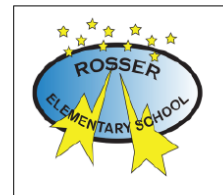
It's all about building strong relationships with students, parents, teachers, and the community.

What the Teacher Can Do ...	What the Student Can Do...
Direct the student to a place where he/she can cool-down and refocus. (time-out)	Use the time out to allow their body to calm down. Make the situation right.

Help student plan how to make up lost time.	Complete any unfinished work during agree upon time.
Talk with student in respectful way, asking questions – directing student to think about how to make it better.	Make a plan to prevent the behavior from reoccurring, and making things better.
Keep an open line of communication with parents, and inform them of child's inappropriate behaviors.	Explain his/her behavior to the parent and the steps he/she will take to correct the behavior, and prevent it from happening again.



Rosser Elementary School



ABOVE THE LINE

Respectful Kind Honest Responsible Own it!

Safe Follows Directions

Considers Others Uses manners Non-judgmental Respects boundaries Works Hard

Walks in the Hall Keeps Hands to Self Helps others Is a Good Friend Rights a Wrong



BELOW THE LINE

Threatens Others Throwing Things Pushing Kicking

Pushing Through Line-Ups Hits/Shoves Theft Lying

Hanging on to Others Swearing Vandalism Disruptive

Slamming Doors in Anger Not Doing Your Work Running in Halls

Bullying/Teasing/Name Calling Hiding Not Following Instructions



BOTTOM LINE

Continuous Below the Line Behaviour

Weapons

Running Away



MEDICATION POLICY

The following is the School Board policy regarding the administration of medication:

Non-prescription drugs are considered to be medication and should not be administered by school staff.

** If, under exceptional circumstances, a child is required to take **prescribed medication** during school hours and the parent cannot be at school to administer the medication, the principal or his/her designate only will administer the medicine in compliance with the procedures that follow:

1. A written authorization by the parent or guardian is required before prescribed medicine can be given during the school day.
2. The medicine bottle must carry the official label from the pharmacist stating the child's name, physician's name, the name of the drug, the dosage to be administered and if possible, the time of day it is to be given.
3. It is the responsibility of the parent or guardian to see that the medication is delivered safely to the school office.
4. The medication must be kept in a safe place in the school and administered by the principal or his/her designate.
5. We encourage asthmatic students to keep and be responsible for their own ventilators.

STORM DAY PROCEDURES

Parents/Guardians are requested to listen to the radio, check the divisional website, and answer the school messenger phones calls early in the morning in the event of incimate weather/-40 temp. or -45 with wind-chill, to determine whether the school will be closed on that day.

If the school is closed, the buses will not run.

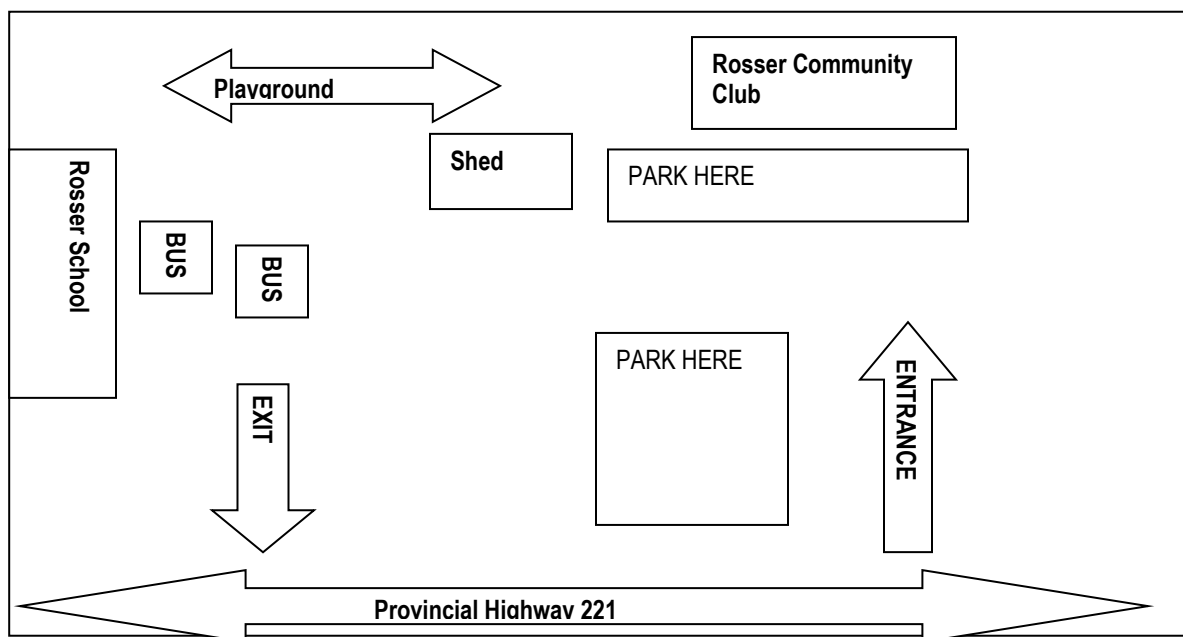
If it should become necessary to close the school and send the students home early, we ask that parents/guardians be sure the school has the name of a person, preferably on the same bus route, to whom we can send their child in case parents are not at home.

VISITOR PARKING WHEN SCHOOL BUSES ARE PRESENT

Parents are reminded that vehicle movement in the parking lot is prohibited when school buses are present.

If you need to pick your child up at the end of the day, please park your car by the community club or the parking lot entrance. Then walk to the school to collect your child.

Please see the diagram shown below:



ACCIDENT PROCEDURES

Our staff will attend to any student who receives a minor scrape, cut, or bruise. Should a child receive a more serious injury, the following procedure is followed:

- Parents/guardians or the designated emergency contact person will be notified. If possible, they will transport the student to the doctor or hospital if necessary.
- Should no one be available for us to contact, we will transport the student to the hospital indicated on the student information sheet.
- Should we feel that an ambulance is required, **we will not hesitate to call one.**

SCHOOL SAFETY

To help ensure the safety of our students, certain potentially dangerous areas are out-of-bounds without supervisor permission. These areas include the furnace room, staff room, custodian's room, and the parking lot.

FIRE DRILLS, LOCKDOWNS, AND HOLD AND SECURE

Fire Drills: Fire drills and evacuation procedures are practiced at least 10 times during the year to familiarize the students with fire procedures. In case of emergency, students are expected to wear shoes in the building at all times.

- If a situation arises whereby the students cannot return to the school, they will be evacuated to the Rosser United Church.

Lock Downs: Lock down procedures are practiced at least twice a year to familiarize students with lock-down procedures. Parents will be notified following a lock-down practice.

- **A Lockdown is where all classrooms are locked and students are asked to move to a safe place away from all windows and doors.**

Hold and Secure: Hold and Secure procedures are practiced at least once throughout the year.

- **A Hold and Secure is where all external doors are locked, any breaks would be taken indoors and classes continue as normal**

TORNADO DRILLS

Every year, Rosser receives at least one Tornado Watch/Warning, which has necessitated a more comprehensive evacuation plan.

In the event of a Tornado Watch, we monitor the weather both visually and with Environment Canada. When we receive a Tornado Warning we evacuate the children from the school. Evacuation consists of all children and staff relocating to the basement of the Rosser United Church. We carry cell phones and are in communication with the following: The Interlake School Division Senior Administration, Grosse Isle School, RCMP, Rosser Municipality Office, and often the Division Bus Garage, depending on the time of day of the warning.

In discussions with Emergency Measures personnel, we determined that the church is the safest place for your children. We can move everyone from the school into their safe positions at the church in under 5 minutes. We practice this drill every year in both the fall and the spring. If the evacuation happens during the day and there is time, we will send a letter to you explaining what has happened. We will not be communicating directly to parents during the evacuation unless we are unable to send the children home on the bus.

EMERGENCY PREPAREDNESS PLAN

Rosser School completes and updates an Emergency Preparedness Plan. If there are any questions about emergency plans please visit our website or contact the school.

EARLY DISMISSALS

As part of an ongoing effort to improve achievement for our students, the Interlake School Division has one-hour early dismissals six (6) times this school year.

Early dismissals will provide the opportunity for regular teacher group meetings at the school level. These meetings will focus on further development of instructional strategies to enhance student learning in all our schools.

On early dismissal days, students will be dismissed one hour earlier than the school's normal dismissal time, at 2:30pm.

2021- 2022 Early Dismissal Schedule:

- November 3
- December 1
- January 12
- March 2
- April 6
- May 4

Thank you for supporting Rosser School!

Appendix I



Rosser Elementary School

Box 130
Rosser, Manitoba, R0H 1E0
Phone: (204) 467-2717

Principal: Mrs. Morag Ivany
Email: mivany@isd21.mb.ca
School Email: rosser@isd21.mb.ca

September 3, 2021

Dear parents/guardians,

The staff at Rosser School is looking forward to welcoming back our returning students and to having our kindergarten students join the Rosser School family! We have definitely missed our students over the summer and are looking forward to having our learning community back together again.

As a staff, we are doing our best to accommodate current public health recommendations and restrictions, while still creating an engaging and exciting learning environment for all of our students. We also continue to prepare for circumstances that we may need to make adjustments for throughout the school year. As always, our number one priority is the safety of our students, staff, and families.

The Interlake School Division released their reopening plan on August 24th. If you haven't received it via email, it is available on the [website](#). In accordance with the recommendations within the Divisional plan, Rosser School has created a school-specific reopening plan. Please find the plan attached to this email. It will also be available to view on our school website. There are many questions surrounding what this school year's return will look like for students. I am hopeful that the school reopening plan will answer many of these questions for you.

Remote learning will be available for students who are medically advised not to return to in-class learning due to COVID-19 related factors. The Manitoba Remote Learning Support Centre will provide remote learning for students in Kindergarten to Grade 8. For further information about remote learning and to register your child, please contact Mr. John Bock, ISD Program Support, via email at: jboc@isd21.mb.ca

Classroom teachers will be providing individual supplies for each student. The cost of school supplies for students in Grades 1-4 is \$60 and for students in Kindergarten is \$30. Receipts are available upon request. Students are asked to bring the following supplies (with their name clearly labelled on it):

- Backpack
- Indoor Runners
- Water Bottle (very important as school water fountains are not accessible at this time)
- Non-Medical Masks (mandatory for all students as per Manitoba Education guidelines).

Please note that in the attached reopening plan it is indicated that all students are required to wear face masks when inside the school in accordance with current public health restrictions. "Mask breaks" will be permitted as directed by classroom teachers when students are physically distanced by a minimum of 2m and seated at their desk.

If you have any questions or concerns regarding the upcoming school year, please do not hesitate to contact me. This school year continues to be a time of learning and adjusting for all of us. I ask only for your patience and understanding as we move forward together. If I do not have the answers for your questions, then I will do my best to find them for you.

The staff and I are looking forward to connecting with the families in the Rosser School community this school year as we work together to best support their child's learning experience!

Morag Ivany

Mrs. Morag Ivany
School Principal - Teacher
Rosser School
204-467-2717
mivany@isd21.mb.ca

Rosser School: Preparing to Welcome Our Students Back (2021-2022) September 1, 2021

A. Introduction

In-class learning will resume for Rosser School Grades 1-4 students on September 9th, 2021 and Kindergarten students on September 13th, 2021 in accordance with public health protocols and Manitoba Education's K-12 guidelines. Programming and school operations within ISD will be guided by the contents of Manitoba Education's publication entitled, *Protecting Manitobans: Restoring Safe Schools*.

The purpose of this document is to share how Rosser School plans to address specific school community areas to better prepare students, families, and staff for the return to school this fall. For clarity, these areas have been organized into the following three sections:

1. Student Learning Preparedness
2. Building Operation Preparedness
3. Student and Family Preparedness

1. Student Learning Preparedness:

a. How will students be divided into cohorts?

As per Manitoba Education guidelines, maximum cohort size is to be no more than 75 students. With a student population of less than 75 students, Rosser School will be considered 1 cohort of Kindergarten to Grade 4. This means that, following the recommendations from Manitoba Education, we are able to space students as much as possible, that students can be outside together, and that there can be some shared spaces. Interaction between students of each class will be kept to a minimum whenever possible.

b. Will course offerings and timetables be affected?

Course offerings will not be affected; however, Grade 3/4 students will not transfer to Grosse Isle School for physical education classes until further notice.

Timetables will not be altered for each class as the school is 1 cohort, however procedures implemented for school entry and exit, breaks and lunch hours, and class change schedules will remain in place to limit interaction between grades of students.

c. How will the school address recovery learning and transition planning needs?

Student assessment and transition planning for the 2021-2022 school year will emphasize and respond to recovery learning needs identified in June, 2021 report cards. Classroom teachers will conduct initial assessments in September to determine each student's knowledge in specific subject

areas. Classroom teachers have also met with teachers from the previous grade to discuss subject material from that grade which may need to be addressed during recovery learning.

d. How will breaks and recesses be coordinated?

Students will line-up by class for entry and exit of the building. Hallway traffic will be minimized as much as possible. clear of other. Students will follow proper hand sanitization procedure at all times when entering and exiting the building. During both snack break and lunch break, students will either eat outside or remain in their desks to eat. Classes may be permitted to mix during organized outside activity events.

All students will be required to wear a non-medical mask at all times while inside the school building. “Mask breaks” will be permitted when students are eating or drinking at their desks or when students are physically distanced by a minimum of 2m and seated at the direction of the classroom teacher.

e. Will extracurricular programs and activities be offered?

Extracurricular programs and activities will be assessed throughout the school year on an individual basis to determine the school’s capacity to meet all public health recommendations with the school-based resources available. Whole-school activities, such as team-building games, will take place in accordance with public health guidelines.

2. Building Operations Preparedness:

a. How will the school plan for increased cleaning, sanitization, and hand hygiene?

Increased frequency of cleaning, disinfecting and sanitizing, particularly high-touch surfaces and common/shared areas, will be required. Schedules of custodial staff will be adjusted as needed to ensure compliance with cleaning protocols.

Hand sanitizer, hand soap, and necessary cleaning supplies will be provided at the school. Hand sanitizing stations will also be set up at the two school entrances.

Classroom teachers will explain to students when to practice hand hygiene and remind them as necessary during the school day.

b. What measures will be taken to encourage physical distancing in entrances, hallways, classrooms, and shared spaces?

Schools will monitor common spaces to avoid congestion and will ensure students maintain space between them. Travel within the school will be limited as much as possible throughout the school day and enhanced cleaning/disinfection of common areas will be a priority for custodial staff. Students will have access to lockers/hooks in classrooms to store personal belongings. The use of lockers and hooks will follow current public health recommendations.

Floor decals will be used in hallways and classrooms as needed to encourage physical distancing between students and posters will be visible to remind students and staff of necessary precautions to be followed.

Classroom teachers will plan seating arrangement in the classrooms to establish physical distancing to the greatest extent possible.

c. How will classroom teachers remove or reduce the use of learning materials that cannot be sanitized?

All students will have their own school supplies and classroom teachers have limited shared supplies as much as possible. Shared supplies will be sanitized before and after each individual uses them. At this point, it is our goal to ensure that, other than books, shared supplies have been limited and will be sanitized to the best of our abilities.

d. What will be the process for arranging and carrying out student drop-offs and pick-ups?

School bussing remains similar to last year although with some very important exceptions:

- Rosser and WCI students will wait in separately marked spots at the front of Grosse Isle school or will be asked to stay in their parent or guardian's vehicle until the buses arrive and they are marshalled onto the buses.
- Rosser 'bus stop' will be beside Grosse Isle's shed, and WCI students will have their 'bus stop' to the right of the front door
- No students from Rosser or WCI will be permitted into Grosse Isle School, as per ISD and Provincial directive.

In the situation that a student must be dropped off or picked up during the school day, parents will be asked to notify the school prior to their arrival. Once they have arrived at the school, they are to ring the front door bell and wait at the entrance to the school. A staff member will either greet the student and have them enter the school or will have the student ready for pick up. Students will sanitize their hands both upon entry and exit of the school.

e. How will the school communicate and enact protocols for students and staff exhibiting symptoms at school?

If a student becomes ill while at school, the child will be isolated in the Resource room located beside the office. Parents or caregivers will be notified to come and pick up their child immediately. Families will be required to have a plan in place for urgent student pick-up.

If the student is young and requires close contact and care while isolated, staff can continue to care for the child until the parent is able to pick the child up. Caregivers are to 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.

If a staff member becomes symptomatic while at work, they should immediately isolate themselves from other staff and students, notify their supervisor, 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.

Symptoms of Covid-19 are listed on the provincial website: [Province of Manitoba | Symptoms of COVID-19 \(gov.mb.ca\)](https://www.gov.mb.ca/health/healthlinks/symptoms-of-covid-19)

Families are also asked to screen their child prior to them attending school. The provincial screening tool is available at: [Screening Tool - Shared Health \(sharedhealthmb.ca\)](https://www.sharedhealthmb.ca/screening-tool)

This information will be communicated with families by email, newsletter, and will be available to access on the school website.

f. What happens if someone tests positive from the school or the school community?

There is no single answer to this questions and decisions will be made on a case-by-case basis with public health leading the response and providing guidance. As per the ISD Reopening Plan, in the event of a confirmed case of COVID-19 connected with a class, 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.

3. Student & Family Preparedness:

a. How will expectations for attendance and participation be communicated with families?

School attendance is mandatory for children aged 7 to 18 in Manitoba. All students are expected to participate fully in learning, even if/when remote learning is required. Teachers will only support learning at home for students who have been medically advised not to return to in-class learning due to COVID-related risk factors. Families who choose to homeschool their child(ren) are required to register for provincial homeschooling via Manitoba Education.

This information will be communicated with families in email format, newsletter, and will be available to access on the school webpage.

In the event of attendance or participation concerns with a student, phone conversations with the parents to address the situation will be the first course of action.

b. How will the school share information about the importance of hand hygiene, symptom monitoring, and other public health measures?

Classroom teachers will have discussions with their classes regarding the importance of hand hygiene, symptom monitoring, and other public health measures. They will explain how these topics apply to our school setting and what procedures we will follow throughout the school day to accommodate the guidelines.

Families will receive this information in email format and it will also be available to access on the school website. Please ensure that your email addresses connected to PowerSchool are current, as this is our main form of sharing school communication.

Signage throughout the school will promote the importance of these public health measures.

c. What is the plan if a parent/guardian/volunteer visits the school?

Visitors or volunteers are permitted at schools, but visits should be limited if possible. If a parent/guardian/volunteer is visiting the school they must adhere to self-screening, physical distancing and recommended hygiene practices. There will be a sign-in sheet kept at the front entrance to keep track of visitors to the school. All visitors will be required to use hand sanitizer provided at the front entrance of the school prior to entering and upon exit of the building. A non-medical face mask will be required for the duration of the visit.

Visitors are required to self-screen for symptoms of Covid-19 prior to entering the school. The provincial self-screen tool is available at: [Screening Tool - Shared Health \(sharedhealthmb.ca\)](https://www.sharedhealthmb.ca)

d. How will students, staff, and families access mental health and well-being supports?

The school will communicate the local supports available and the process for accessing those supports to students and their families through email, by newsletter, and the information will also be available to access on the school website. School-based staff will also engage divisional student services supports and external service providers as needed.

Student will receive consistent check-ins from both homeroom teachers and the school guidance counsellor. The school principal will also provide support as needed for classroom teachers.

e. How will input/feedback from parents on school operations and programming be gathered?

Parents will have the opportunity to provide input and/or feedback regarding school operations and programming through open communication with the school principal by either email or phone conversations. The school principal will check in with each family during the first week of the return to school.

Weekly emails sent on Friday of each week from the principal will provide a review of the week in addition to a preview of the upcoming week.

f. Will there be additional considerations for the first day that students return to school?

Parents are asked not to enter the school with their child. We understand that this is an important day for both you and your child, but it is necessary to minimize the number of people who enter the building. If parents would like the opportunity to photograph their child prior to them entering the school, they will be asked to move to a designated spot at the front of the building.

B. Additional Resources

- Interlake School Division updates can be found [here](#).
- Current information from the government about COVID-19 in Manitoba can be found [here](#).
- More information on Manitoba Education's COVID-19 response can be found [here](#).
- Email inquiries about Rosser School's Re-Opening plan can be directed to: mivany@isd21.mb.ca