

# *Tatanka Najin School Reopening Guidelines*



***2020 - 2021***

The COVID-19 pandemic has forced us to change and adapt to a new educational reality. During this unforeseen crisis it is critical that plans be developed to reopen the school with the complete understanding school and learning will look very different from the way we left it prior to the Covid19 pandemic. It is imperative that we shift our minds to embracing a very different and unfamiliar way to do school and education. The purpose in doing so is to ensure the overall physical, emotional, spiritual and mental well-being of our young people and the staff that work in the community.

# Guiding Principles

The reopening of the Tatanka Najin School was guided by the following principles:

- ✓ To protect the health, safety, and well-being of our students.
- ✓ To protect the health, safety and well-being of our staff and community members.
- ✓ Implement the guidance of the community members of our school.
- ✓ Implement the guidelines set out by the Health Canada.
- ✓ Provide students with some familiarity of new school routines for social/emotional/academic and spiritual learning
- ✓ Provide clear expectations for teachers and students and families during this time regarding the learning environment.
- ✓ To protect the compromised health conditions of our Elders, staff, and community members.

## Start Date

**Monday, October 5, 2020**

**Delayed start allows for:**

- Preparation of facility
- Infection control training
- Monitor Pandemic trend
- Observe other schools
- Curriculum development

## Attendance of Students

**Grades 1/2 and 5 – Day 1, 3 and 5**

**Grades 2 and 4/5 – Days 2, 4 and 6**

**All other Grades will be split in to 2 groups with notification provided:**

**Group 1 – Odd Days**

**Group 2 – Even Days**

## 2020 – 2021 Teaching Staff

Ms. Banks	Kindergarten
Ms. Whitehorserider	Grade 1 and 2
Ms.Yuzicappi	Grade 3
Ms. Redman	Grade 4 and 5
Ms. Bear	Grade 6
Ms. Wajuntah	Grade 7 and 8
Mr. Oksasikewiyin	Grade 8 and 9

# Communication Strategy

During this time of complete uncertainty, it is an understatement to say communication is important, in fact communication as a part of school reopening is critical. A clear communication plan will put staff at ease, build the trust of families and concerns of the community. At the forefront of this are the students who may not be aware of why school looks so differently and why certain rules are in place.

Right from the onset it is imperative to communicate early and regularly with all stakeholders about how, when and why school will reopen. A solid communication plan will provide much needed reassurance for all that school reopening was done with great care and diligence.

Communication will be enhanced by the following methods:

Facebook Page,  
texts, phone calls,  
emails, newsletters

Communication  
Strategy Team

Communication Plan  
in conjunction with  
leadership and  
stakeholders

Up-to-date Contact  
Lists for students:  
numbers, emails and  
mailing addresses

Community Notices  
Posted at Buffalo  
Crossing, Band Office,  
Health Station, etc

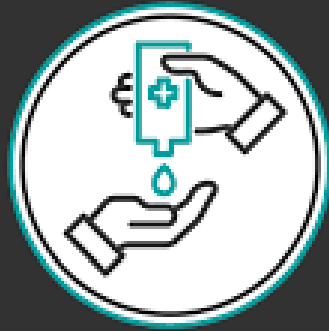
## Procedures and Expectations



**Physical  
Distancing**

**2 m**

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**SANITISE  
YOUR HANDS**



- Social Distancing enforced (2 m distance) with markers throughout facility
- Assigned Entrances for students; parents not permitted to enter facility
- Late arrivals utilize main entrance with sign in procedure and assistance if required
- Escorts to and from classrooms
- Assigned drop off and pick up zones with times specified to parents/guardians

- Frequent handwashing/sanitizing mandated upon entering facility and throughout the day and each time they re-enter classroom (STATIONS THROUGHOUT SCHOOL)
- Minimal needs permitted in the facility, no personal items
- Classrooms and materials sanitized daily and between usage
- No materials will leave the facility
- No sharing of any educational media or supplies
- Perfume-free hand lotion will be permitted for each student should they choose to bring

- Masks must be worn by all staff, visitors (when permitted) and students
- Clean masks provided daily (disposable for bus and cloth to be cleaned at school daily)
- Personal items will be stored and hung in bags, one non-cloth bag permitted with students
- School supplies will be provided
- Students must have indoor shoes to be left in class
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# Arrival and Dismissal Expectations

The following expectations and procedures are in place to ensure the health safety and hygiene standards are met for students, staff and school employees.

In general:

- Children and staff are not to be in school if they show any symptoms of illness and must be symptom-free for 48 hours before returning.
- Students are in school only for the duration of the school day.
- Students may not enter the building before their scheduled arrival time, 8:30 am.
- Bus drivers will be sanitizing the busses after each run.
- Students will have assigned seating.
- Drivers and students are to wear masks.
- Students will have their temperature checked before they enter busses. Students who have a fever (38 degrees Celsius or higher) will not be allowed to ride the bus or attend school.
- Parents are encouraged to drop off and pick up students if possible.

Expectations for parents/guardians

- Parents/guardians will arrive at the assigned start time and dismissal time – it is very important to keep to these times to encourage social distancing.
- Parents/guardians drop off their children outside of the building.
- Parents/guardians are encouraged to allow their child to make the last part of the journey into school independently unless delivering a reluctant child.
- Parents/guardians are encouraged to deliver older students at the car drop off.
- Parents/guardians will pick up children at the doors noted above – please note the pick up doors are different from the entrance doors.
- Parents/guardians and other visitors are not allowed in the school to pick up students. They are encouraged to call the school in advance and to wait outside for students. If they need to enter the school, they are to wait in the foyer and students will be paged to the front.

Staff

- Staff must enter through the main entrance no later than 8:15 am.
- Staff must sanitize hands when entering the building.
- Staff need to use the two-metre distancing when entering and leaving the building.
- Staff will take their classes to the dismissal areas (These will be determined by staff.)

## Class Group Guidelines

- ✓ To prepare for learning, classroom teachers will need to create groups of no more than ten children that will become a 'class' for the duration of learning time.
- ✓ The goal when creating groups of children is to develop well-functioning classes. When creating class groups, please adhere to the following guidelines as much as possible.
- ✓ No more than 10 children in a group
- ✓ Groups of children will be created by grade level. The general rule is to split classrooms into two groups; some exceptions might be.
- ✓ Twins/triplets are placed together
- ✓ Intensive learning support students need to be clustered in the same group by grade. These children will be in the class with the learning support teacher
- ✓ Moderate and mild levels of learning support are to be balanced throughout the groups.
- ✓ Children who are relationship dependent, need to stay with their homeroom teacher where possible or with a teacher with whom they have a strong relationship, i.e. learning support child might be best served with the learning support teacher or a well versed teacher.
- ✓ As a priority, students with behavior concerns will be separated if required.
- ✓ 'Safety over friendship' is the priority when creating groupings.
- ✓ Parents will be notified of the group / teacher placements by primary administration.

### Classroom Libraries

- ✓ Pre-K to Kindergarten: a small selection of books available daily. Once a child has read the book it is packed away and cleaned at the end of the day. Hard covered books are best as they can be wiped down.
- ✓ Grades 1 to 5: students have their reading book/s which they keep with their other belongings. If it is finished it is then cleaned and packed away.
- ✓ Teachers have a box of books relevant for the day which they use, clean and pack away.

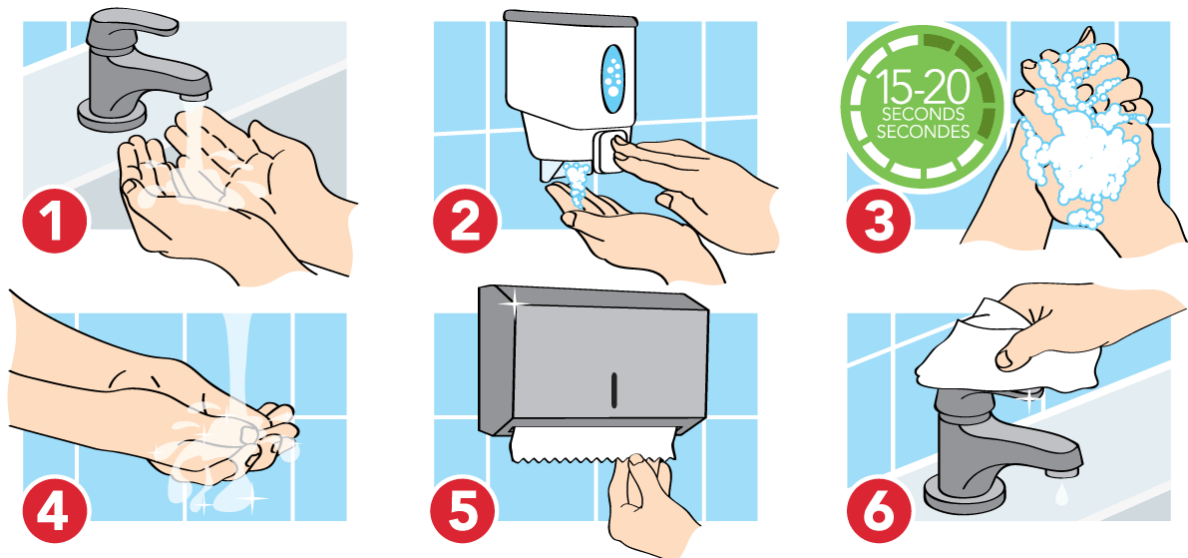
# Health and Guidelines

## Health and Safety Guidelines – Sick students

- Students who show any signs of illness may not attend school. This will be clearly stated to all parents and caregivers prior to school start up.
- Parents are to sign a letter of informed information stating they understand this practice.
- Students who show signs of illness or have a temperature of 37.8 C (100 F) or higher will be sent home from school. A member of administration, teacher assistant, or teacher will phone contact information supplied previously to the school, to arrange immediate pick up of the sick child.
- If parent/caregiver or someone in the home has traveled out of country, the school must know this information.
- Given consideration, the child may be asked to participant in home schooling for an identified amount of time.
- Students will enter school at their assigned building door, one at a time, two meters apart and will remain two meters apart the entire school day. Each group will have an assigned sink and toilet. Students will wash their hands frequently throughout the day.

## Demonstrating Handwashing

- All teachers will demonstrate proper handwashing technique, so all students understand how to wash their hands correctly.
- Upon entering school students will use hand sanitizer before going to classroom.
- Students will wash their hands upon entering the classroom.
- Students will wash their hands every time they leave the classroom.



## **Home learning plan**

- We are very pleased to offer students not able to attend school opportunities for Home Learning during this time. Students who remain home due to a significant health risk will be able to access lessons and activities as their classmates who are in school.

## **What does “home learning” look like?**

- Students at home will receive daily lessons of math, reading, writing and well-being offered through online platforms. Teachers will work with parents on how to use the platforms. There will also be the option of receiving hard copy work packages.
- Hills Qu’Appelle Tribal Council second level services consultants will be assisting in the capacity of a liaison between home and school.
- This version of school will look very different from what we are used to. Please feel free to contact staff with any questions you may have.
- The main platform we will be using is Microsoft Teams. This platform is supported by File Hills Qu’Appelle Tribal Council Education.

## **Lunch and snack procedures**

All children will eat snack and lunch in their designated classroom.

Please follow the below guidelines:

- All students and staff wash their hands before eating snack or lunch
- All students and staff wash their hands after eating snack and lunch
- Students sit in their designated spot in class for lunch. This spot should be at a two-meter distance from others in the classroom
- Snack and lunch are supervised by the homeroom teacher
- Staff use the provided disinfectant and paper towels to thoroughly clean the tables after students have eaten. Older students will clean their own tables.

## **Movement of all people in, out and throughout the building**

All movement of students around and within the building is to be supervised by an adult and adhere to the expected two meters distance. When students are moving around the building, they need to be taught the following expectations. These expectations must be reinforced consistently by all teachers.

**They include:**



- Everyone washes hands before moving to another section of the school
- Move on the right when moving up and down the stairs and through the hallways
- Hold onto the banister when moving up and down the stairs
- Move up and down the stairs one step at a time
- Stay five steps apart on the stairs
- Keep hands and bodies to him/herself
- Use only the assigned washroom facilities.

### **Outdoor play**

- There will not be regular recesses. Students will have scheduled supervised activity breaks throughout the day.
- Body breaks will also be utilized throughout the day.
- Outdoor equipment will remain closed off for students until further notice.

### **Student expectations for outdoor play**

- Students are expected to follow the school rules and cooperate when instructed and directed
- Students are expected to adhere to all new procedures so the school can follow the guidelines for health and safety
- Students who struggle to meet the new expectations will not be permitted on the playground
- Students must maintain a two-meter distance when playing
- Football or any ball play is not permitted during this time
- Students will not have access to playground toys
- Personal items must have students name on it and kept in student's personal basket/bin.

### **Staff illness**

- School administrator is responsible for keeping staff informed about latest COVID19 information from the local health authority.
- School administrator is responsible for keeping families informed about the latest COVID19 information from the local health authority.
- Staff who show signs of illness or have a temperature of 37.8 C (100 F) or higher will not come to school or if already at school go home immediately.
- You are considered sick when there are symptoms of illness, even with mild symptoms of illness. This means that in case of symptoms of illness you have to stay home from work.
- Staff can return to school 48 hours after he/she is no longer showing ANY symptoms of illness. This means that if you have symptoms of illness, you should stay home until you are well.
- If a person who has been at school is confirmed to be infected with COVID-19, the school must be informed.

- Persons with proven COVID-19 need to isolate themselves as much as possible in the home away from others family members and avoid all physical contact with persons in the home.
- If any staff show any signs that are connected to COVID-19, testing must take place immediately.
- Staff member is to inform the school administrator immediately.
- If you are out for three days, please request a note from your doctor, refer to your community Human Resources guidelines.
- When you suspect someone in your house has COVID-19, stay at home out of caution. Do your best to isolate yourself from the ill person. Inform your school administrator.
- Contact your doctor and ask to have the ill person tested as you are a key worker and need to return to work. If it is confirmed that it is not COVID-19, you should return to work.
- If the family member who has a confirmed case of COVID-19 can self-isolate and the employee has no symptoms, the employee should return to work.
- Refer to local Human Resources Policy.

### **Students of concern**

Due to the nature of limitations on the learning environment, the school's capacity to manage particular behaviors will be limited. As such, it is important that students follow school rules with a greater degree of independence. Unfortunately, students who can not meet the new expectations will not be permitted to attend. Teachers and staff will monitor the emotional well-being of students in the new learning environment. Parents are also asked to share any concerns with their child's class teacher.

### **We will be particularly aware of the following situations and issues:**

1. Students exhibiting high levels of anxiety.
2. Social / emotional concerns including new concerns because of new class, teacher, environment, friendships
3. Adaptive issues
4. Behavior / disciplinary issues
5. General academic concerns
6. Late and absent students

\*students who are not agreeable to coming to school, who are have difficulty adjusting to being separating from parents, who refuse to enter the building, who are experiencing adapting to the new conditions may be required to transition at a slower pace or a staggered schedule.

### **Concern**

### **Response**

Hesitant students

Teachers and staff will make reasonable efforts to encourage students to enter and stay in school. Students who are not able to adapt easily will be placed on an alternative learning plan or schedule in consultation with family.

Social/emotional issues

Teachers will refer struggling students to school counsellors or support staff. Students who appear to be experiencing distress will be documented and shared with parents and support personal/counselors/Elders.

Mental Health

Students exhibiting mental health issues such as depression and/or anxiety will be quickly referred to Mental Health Support. All incidents will be documented and shared with parents/caregivers. Alternative learning plans may be required.

Behavior expectations

There is an expectation for students to follow new school procedures and to cooperate to the best of their ability. Students are also expected to adhere to the new hygiene and distancing procedures so the school can follow the guidelines for health and safety.

Late and absent students

Regular attendance is encouraged as outlined by the school attendance policy. Parents will be contacted if attendance is a concern.

## **Teaching and learning**

### **Teaching**

This is a new learning environment for all involved. Our goal is to provide students with some familiarity of school routines for social/emotional/academic learning in a school environment. Lessons will be designed to provide practice for consolidating skills and will focus on some new learning, where possible. Lessons should be as independent as possible. Teachers will use teaching materials, strategies and teaching styles that are

familiar to them. The academic work for students will be as familiar and as independent as possible.

There is no homework assigned. School books, notebooks and materials may not be brought back and forth from home to school. Students will be encouraged to read independently at home.

## **Schedule**

This new learning schedule is designed to limit the movement and contact of staff and students throughout the building with the goal to maintain social distancing.

The focus of the academic content will be on reading, writing, math and “well-being” (social/emotional learning) with their assigned homeroom teachers. The homeroom teachers organize the daily schedule of lessons within the arrival/dismissal time and around recess and lunch breaks. All lessons will take place in the students’ assigned homeroom classroom space with the designated homeroom teacher serving as the instructor.

The library and other group spaces will be closed for students. These spaces will be used as social distancing spaces for regular classes.

The school day will look far different from what we are used to. We are all on a steep learning curve, but with cooperation and understanding we will make this school year a success.

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## ***Youth Engagement Forum***

***Tentative Date for October 1 and 2, 2020***

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**Day 1 – Kindergarten to Grade 4      Day 2 – Grade 5 to 12**

- ✓ Back to School Procedures
- ✓ Proper Hand Washing Techniques
- ✓ What is COVID -19 and How do I stay Safe
- ✓ Door prizes and lunch provided