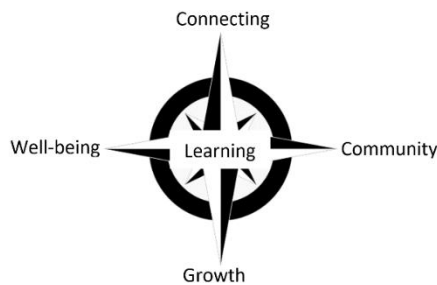


PRAIRIE SPIRIT SCHOOL DIVISION



Warman Community Middle School



PSSD Safe School/Site Plan

Our guiding principle continues to be ensuring schools are a safe place for students and staff.

As COVID-19 is a continually developing situation, the guidelines, Division and school plans may be updated and adjusted depending on the impact of COVID-19 and the feedback of education partners in our province prior to the beginning of the school year.

The school plan template is based on the Ministry's Safe Schools [Plan](#) and uses the eight categories from the provincial plan as a framework for school-level planning.

WCMS Safe School Plan:

Dear Parents and Guardians,

It is with great care that we have created a detailed plan for your child to return to school safely. We are also aware that many different scenarios exist with the options of online learning and blended learning that have been communicated with you previously. Once you have read through our detailed plan, your intentions may have changed. We felt it is important for you to have this information to make a decision for your family. If your intentions have changed, please let us know by Friday, August 28th to enable us time to make class list changes. We are currently calling families from the survey to confirm their plans to balance and finalize our classrooms. We realize you may be disappointed to know you will receive that information on Tuesday, Sept. 1, but trust you will understand the complexities and adjustments we are making daily.

We will be emailing out our condensed six week supply list to our families today to allow you to prepare for our first days together. Our staff is disappointed that we are not able to provide orientations as we have in the past. We know that is a great support for students and families, but the great news is that we are flexible and resilient, and no matter what re-entry looks like we are confident in our ability to connect with students and move them along in their learning journey.

Please know that any information provided in this document is based on what we know at this time and is subject to change. Any changes will be communicated to you promptly and updated on our website. Please ensure your contact information up to date with the best ways to connect with you.

We thank you for your continued patience and kindness as we navigate this new territory. We are so excited to see you all on your designated first day of school at WCMS!

WCMS Staff

Safe Attendance



Safe Attendance focuses on the health of students and staff before and while they are at school. If students or staff are ill, they should remain at home.

If students or staff members become ill while at school, schools will ensure that they are properly isolated from the rest of the school until they are able to leave.

✓	<p>See the PSSD Return to School Plan Communication (page 5) and <i>Guidelines for Illness in Care</i> (page 25) and the following procedures/protocols to develop your site plan:</p> <ul style="list-style-type: none"> • AP-410 Safety, Appendix A • AP-432 Illness in Care • COVID-19 Illness in Care Protocols
✓	<p>Communicate protocols to students and families. Ensure school website is up to date with school level plans and protocols:</p> <ul style="list-style-type: none"> • access to schools • protocols and expectations • hygiene • scheduling, etc. <p>Ensure all staff, including itinerant staff and substitutes, have access to these plans.</p>
✓	Update contact information for families, including Health information and emergency contacts in case a student needs to be picked up.
✓	Use a range of social media to inform parents and community.
✓	<p>Self-screening measures</p> <p>Parents and caregivers being asked to monitor their children for any signs or symptoms of illness. If any symptoms are present, the student is to remain home (if unsure refer to the Saskatchewan COVID-19 Self-Assessment Tool).</p>
✓	<p>Illness in Care Plan</p> <p>a designated isolation area for any student or staff presenting COVID-19 symptoms who are not able to immediately leave their school facility.</p>
✓	Identify a “designated school official” (DSO) to accompany a student from the classroom to the isolation space.
✓	Face mask available for staff and student, and face shield available for staff in addition to a mask in isolation space. Face shield needed
✓	Arrange for student to be supervised at all times.
✓	Plan in place to follow steps for contacting parents, Public Health, student pick up, and cleaning protocols.
✓	Plan in place for DSO to provide alternative arrangements for in-class instruction if teacher develops symptoms consistent with COVID-19. (Follow school cleaning and disinfection procedures upon teacher leaving the school facility.)
✓	Have seating plans and in-school transition routes developed and readily available for possible contact tracing by Saskatchewan Health Authority.
WCMS Attend- ance	<p>-PSSD Return to School Plan Communication and Guidelines for Illness in Care and the following procedures/protocols were used to develop the WCMS Site plan.</p> <ul style="list-style-type: none"> ➢ AP-432 Illness in Care AP432 - Illness in Care ➢ COVID-19 Illness in Care Protocols Protocols <p>- Self-Screening measures: Parents and caregivers are being asked to monitor their children for any signs or symptoms of illness. If any symptoms are present, the student is to remain at home (If unsure, parents are to refer to the Saskatchewan COVID-19 Self-Assessment tool)</p> <p>-Communication: will be regularly updated through the WCMS school website, email, and STORM news.</p>

Parent Room 1001.2 is the designated isolation room for any student or staff presenting COVID-19 symptoms

- **Contact information:** Student contact and health information will be updated by Sept. 4

- **Masks:** Students and staff will wear masks when social distancing is not possible. This will include transitioning from classroom to other classes and outside. Grades 6-8 will need to keep their mask on outside while playing and on play structures if they cannot maintain social distance. It is recommended that students wear their own non-medical cloth masks, made of two or three layers of fabric. Bandanas and neck gaiters (buffs) are not recommended or appropriate face coverings.

- **Designated school official:** Vice Principal back up is Principal

Illness in care: (will insert a Link to AP 432 – COVID19 Protocol and Flowchart

-If a student presents COVID-19 symptoms, the following procedure will apply." I suspect the flowchart might change over time...so having a bullet around "please refer to Appendix B flowchart in the covid 19 Illness in Care Guidelines provided by health around what happens if a student presents with symptoms consistent with COVID-19 at school, including if they test positive." And again, link that document. That way if we keep the Appendix up to date you don't have to change what is said in the plan. Does that make sense?

1. Teacher is to call down to Admin. Assistant to alert them of a sick student.
2. Admin Assistant will inform DSO
3. Teacher is to send student with backpack, supplies etc. to the isolation room (Parent Room) - If a student is not in their homeroom at the time the DSO will be called to support the student's transition to the parent room.
4. Student is to go directly from classroom to parent room (not office) where the DSO will be waiting for them with a face shield on.
5. If determined from the flow chart [Protocols](#) that pick up is needed: Admin. Assistants contact parents for immediate pick up of the child and advise parents to wait outside the main entrance of the school for their child and the DSO will meet them outside with their child.
6. While waiting for pick up the student will be supervised by DSO and/or admin assistants through the glass wall of the parent room.
7. Parent will call 683-3000 when they arrive and student will meet them in the entrance to the school (Library entrance)
8. Admin Assistants will alert the caretaking staff for disinfecting of the area

- **Steps to follow for a sick Teacher:**

1. If a teacher presents with symptoms, they will alert the DSO.
2. A substitute will be called by Admin. Assistants
3. Administration will cover the class until a substitute arrives.
4. Caretaking staff will disinfect areas in which the sick teacher occupied.

- **Seating Plan:** Each teacher will create a seating plan for their classes and give a copy to the office for SHA in the event contact tracing is necessary. Updates will need to be submitted to office and dated

- **Traffic Flow:** students will be trained to walk down the right-hand side of all hallways and stay a hockey stick length apart if they are not wearing their mask.

Safe Transportation

Safe Transportation focuses on the safe movement of students to and from school. Where possible, the Ministry is encouraging parents to transport their own children to and from school.

School divisions are to follow the Re-Open Saskatchewan guidelines:



- assign seats and a record of this seating plan on school buses;
- students who live in the same household should be seated together;
- partitions around drivers can be considered; and,
- cleaning and sanitation of buses or other vehicles used to transport students is required between each run.

✓	See PSSD Return to School Plan , <i>Transportation</i> (page 38) to develop your site plan.
✓	Create plans for students to access multiple entrances and bus parking in various locations.
✓	Support bus drivers with creation of seating plans and behaviour expectations on buses.
✓	Work with Transportation and bus drivers to develop drop-off and pick-up protocols that coordinate with school entry and dismissal practices.
✓	Clearly communicate to students and parents/caregivers any new expectations for bus behaviour/ridership (i.e. wearing masks).
✓	Communicate to students and parents/caregivers on bus drop-off and pick-up practices, and school entry and dismissal practices.

WCMS
Safe
Transport

These plans will be communicated out to parents before Sept. 4th as well:

School Entry:

- **Bus students** will use the Legends door to access the school. Clearly marked Entrance Only, Exit Only and floor arrows to control traffic flow are in place at the Legends. Students will be required to follow these rules. Students will exit the bus, and go directly to their classrooms through the Legends doors, up the stairs and down the hallway while still wearing their masks.

-Students will be required to wear masks until social distancing is possible (arriving in their classroom)

-There is no pick of students on the Legends side of the school.

-**Walking/drop off students** will use designated cohort entrances. A-Wing, B-Wing 1 and 2, C-Wing 1 and 2

6 Boyle	West Boot Room 1205
6 Prescesky	West Boot Room 1205
6 Procyshyn	West Boot Room 1206
6 Fast	West Boot Room 1206
6 Taggart	South Boot Room 1105
6 Guenther	South Boot Room 1105
6 Hoffman	South Boot Room 1105

7 Kerr	West Boot Room 1205
7 Sander	West Boot Room 1205

7 Lieffers	North Boot Room 1306
7 Pavloff	West Boot Room 1205
7 C.Folden	North Boot Room 1307
7 Kooy	North Boot Room 1307
7 Kulchar	North Boot Room 1306

8 Harvey	West Boot Room 1205
8 Zimmer	West Boot Room 1205
8 Tullock	North Boot Room 1307
8 E.Folden	North Boot Room 1307
8 Smith	North Boot Room 1307
8 Cumming	North Boot Room 1307
8 Yedersberger	North Boot Room 1306
8 MacDonald	North Boot Room 1306

- All doors (wing doors and entrance from the Legends) will be open at 8:20 until 8:50.
- Student will wear masks upon arrival
- Students will sanitize their hands when entering the school and their classroom if they leave for a transition.
- Students must be dropped off on the school side not the Legends.

School Dismissal:

-Dismissal of student will happen in staggered times:

1st tone- 2:47- 1st swing of bus students exit

Bell- 2:52-Walking students & Student pick up exit out their doors – student pick up is on School side only – non-bus students are not allowed through Legends doors

2nd Tone-2:57- 2nd Swing bus students exit through Legends doors

-We will work together with our bus drivers as they will be assigning seating and cleaning the bus between swings as per the bus transport plan. A copy of the seating plans will be at the school office. Students getting off last will be in the back and first off in the front. Students will be required to wear a mask. A mask from home is required, however if student has forgot their mask, a disposable mask will be made available.

Safe Access



Safe Access focuses on the daily flow of students and staff within the building. Safe access includes school-level considerations such as:

- dedicated entrances; staggered start times; and,
- controlled flow of students, staff, guests/visitors in common areas.



To develop your site plan, see [PSSD Return to School Plan:](#)

- *Limiting Physical Contact* (page 22)

	<ul style="list-style-type: none"> • <i>Limiting Physical Contact/Shared Materials and Equipment</i> (pages 22-24) • <i>Managing Guests, Volunteers and Visitors and Arrival, Dismissal and Movement of Students</i> (pages 28-30) • <i>Arrival, Dismissal and Movement of Students</i> (page 29) • <i>Noon Periods and Recesses</i> (page 30)
✓	Modify procedures for entering and leaving the building, parent drop offs.
✓	Develop protocols to regulate the flow of students through the school considering: <ul style="list-style-type: none"> • The layout of the school including the location of the gymnasium, library, washrooms, lockers, boot rooms, hallways, access to the playground and so on. • The number of different instructional spaces required to deliver each class' educational program. This will differ by program (elementary versus high school) and grade configurations. Existing computer labs will remain as is, procedures may need to be altered.
✓	Review current arrival and dismissal protocols and revise as necessary considering: <ul style="list-style-type: none"> • the number of students arriving and departing at the same time. • the number of students who use each entry • increasing hours of supervision or number of supervisors for students
✓	Develop plan for arrival and dismissal (seek support from Learning Superintendent when needed). These will include: <ul style="list-style-type: none"> • Arrival/departure times • Use of entrances/exits • Movement patterns through the building • Any timetable/schedule adjustments • Any proposed adjustments to busing
✓	Promote and practice the use of non-physical greetings.
Pages 28-29 Managing Guests, Volunteers and Visitors	
✓	Communication to parents/guests, volunteers, and visitors that they should only be entering the school or Division facility if there is a need that cannot be met another way. Plan should include the following for parent/visitor entrance: <ul style="list-style-type: none"> • Clear signage at entrance (supplied by Facilities) • Visitor calls ahead of time to state their purpose for visiting • Visitor has "passed" the Saskatchewan COVID self-assessment and shows the assessment results to the Administrative Assistant upon arrival • Administrative Assistant will need to keep records with names, dates, and times for when visitors entered the facility.
✓	When possible, reduce access to everyone who is not necessary for the learning and safety of students - consider virtual meetings
✓	Ensure hand sanitizer is available.
✓	Reduce access to school-based areas such as libraries and gymnasiums for shared use clients.
	Work with childcare centers and before and after school programs to limit visitors to the school area.
✓	For the first 6 weeks of school: no parent volunteers, guest speakers/performers.
WCMS Safe Access	<u>Entrance to school:</u> - Guests/Parents will be asked to call the school instead of physically entering. If parents/guests need to enter the school for an emergency, they will still call ahead and will be required to show proof of safe COVID test using the PSSD screening tool. (No guest will be permitted to enter the school in the first 6 weeks of the school year)

- Guests/parents will be required to sanitize hands upon arrival and will be required to sign in at the main office: record time and date of visit. Guest must remain 2m apart from staff/students

Library:

- Staff use the main doors only to enter the library. Teachers can use work room-but cannot enter the library through those doors (they will remain locked)
- Students will not have access to the library at any time for the first two weeks. We will reassess on September 21 and communicate any changes.
- Teachers will sign out the chrome books and take to their classroom. They will be stored in the workroom.

Gym:

- PE class will still occur within our 3 designated gym spaces.
- Teachers will coordinate a staggered entry and exit with their team.
- Changerooms will remain locked and students will not be required to change for gym
- Only teachers will be allowed in the gym storage room or city storage room
- Teachers will limit touching of PE equipment (support plan will be available)
- Curtains will stay lowered between each gym to limit contact between classes
- No gym lockers will be accessed by students

Lockdowns and Fire drills:

- there will be no procedural lock downs or fire drills at this time. WCMS will still complete their ERPP and review instructions and processes rather than actually run the full drill.

Meetings:

- At this time, meetings with parents/guests or outside personal will be held virtually for at least the first 6 weeks of the school year.
- Staff meetings are allowed: It will require hand sanitizer upon entrance and exit and masks to be worn if physical distancing is not possible.
- Staff and Students will stay out of Admin. Assistant area as they will stay 2 m apart and will not wear a mask.
- Staff will enter staffroom, washrooms, and workroom from the hallway entrances, not the main office entrance.

Timetable:

- All students will be with their teacher all day except in essential circumstances (See exceptions below)
- All teachers will have a seating plans at the office that students must follow during breaks and lunch
- Students who take band will only be in class with others who take band
- Students who take DDM will only be in class with others who take DDM

Exceptions:

Division Update Sept. 1/20 Music Education Guidelines

Choir and Singing

- All extra-curricular and curricular choir will be paused until further notice.

- Singing in classrooms is permitted within a cohort. In this situation, students will need to wear masks and will be forward-facing. If the teacher is facing the students, they must wear a mask and eye protection.

Band and instrumental music

- **Elementary band:** At this time, band will be put on pause for grades 5 - 8. Parents may reconsider renting instruments for the time being. We hope to resume band once restrictions are lifted.

DIVISION UPDATE Sept. 1/20: Home based students will not be joining our classes at this time

DIVISION UPDATE Sept. 1/20: Foods 7 & 8:

- At this time, students will not be able to consume the food they cook because they will not have the Food Safe Handling Course. We will offer Textiles to replace Foods.

Practical Applied Arts (Woods, Foods, Textiles, and Passion Projects) and French for grade 7 and grade 8 will continue in block scheduling:

Quarter 1: Sept. 8 – Nov. 6

Quarter 2: Nov. 12 – Jan. 26

Quarter 3: Jan 27 – April 16

Quarter 4: April 19 – June 25

-PAA groups are two classes split in three. It will be class A, Class B and then A/B mixed using two smaller rooms to separate as much as possible using one large classroom to limit congestion in PAA wing

-Prep time for teachers will be scheduled as well as for PAA and French teachers. - Students will have 3 teachers or less join their class and students will not go to the teacher's class. The teacher will go to their classroom.

- Band will be taught in the band room. Grades ~~six~~ 6-8 will be limited to percussion and will not need to rent any instruments at this time. They will keep their masks on and go to the band room

- Band class will be sanitized between each class by the students and trained and supervised by the teacher

- ~~Grade 7 and 8 will begin with masks, but when instruments are introduced they will use the stage in the theatre to socially distance and play their instruments with a 4 m separation.~~

- Administration walk throughs of class will be done from the doorway not within the class.

Recess and Lunch Break:

- We will have staggered recess for each grade group:

Grade 6: 10:45-11:00 am

Grade 7 and 8: Floating recess break of equal time (before or after recess) where instructional minutes will be maintained. It will also allow for and PAA/French switches. This will be organized and supervised by teacher cohort groups.

- Students will go outside for recess with their cohort class. Each cohort will be given a different area of the playground, with these areas rotating every day.
- Students will be encouraged to go home for lunch
- Student who choose to stay will be eating lunch in their classrooms following their seating plan and spread out as much as possible. They will put their masks on when finished eating.
- Grades in cohort groups taking turns staying in all lunch, going out first then eating, eating then going outside. See schedule below
- Students will be still be able to go off campus if they have a signed permission- they need to enter and exit through their assigned doors.
- Students will not have access to microwaves.
- Staff may use the microwaves in the staffroom
- Teachers will decide on a specific snack time for their class. Students will not be allowed to eat other than break times and snack time.
- Doors to the Legends will remain locked all day except at bus arrival and dismissal
- Students will be reminded of the importance of not sharing personal items and/or food

Cohort	Grades	Entrance/Exit	Lunch Time	Area (rotate daily)
C.1.6	6.1/6.3	South Boot Room (1105)	12:02-12:22 Outside 5 mins to get inside 12:27-12:42 Eating in classroom	Play structures
C.2.6	6.7/6.5	South Boot (1105) Room	12:02-12:22-Outside 5 mins to get inside 12:27-12:42 Eating in classroom	Tarmac/Swings/ Hill *Gym (December)
C.3.6	6.6/6.4	South Boot Room 1105	12:02-12:22-Outside 5 mins to get inside 12:27-12:42 Eating in classroom	Soccer/football field
C4.6	6.2	South Boot Room 1105	12:02-12:22-Outside 5 mins to get inside 12:27-12:42 Eating in classroom	Gowan Rd & NW Side
C.1.7	7.1/7.6	Both West Boot Rooms 1205 & 1206	12:02-12:27 Inside-eating in classroom 12:27-12:42- Outside	Play structures
C.2.7	7.3/7.4	7.3-North Boot Room (1307) 7.4- West Boot Room (1205)	12:02-12:27 Inside- Eating in classroom 12:27-12:42- Outside	Tarmac/Swings/ Hill *Gym (starting in December)

C.3.7	7.5/7.2	7.5-North Boot Room (1306) 7.2-North Boot Room (1307)	12:02-12:27 Inside- Eating in classroom 12:27-12:42- Outside	North grounds- baseball diamonds
C.4.7	7.7	North Boot Room (1306)	12:02-12:27 Inside- Eating in classroom 12:27-12:42- Outside	Gowan RD & NW side
C.1.7	7.1/7.6	Both West Boot Rooms 1205 & 1206	12:02-12:27 Inside-eating in classroom 12:27-12:42- Outside	Play structures
C.1.8	8.7/8.2	West Boot Room 1205	12:02-12:22-Eating in Classroom 12:22- 12:47- Inside School	Play Structures
C2.8	8.3/8.1	West Boot Room 1206	12:02-12:22-Eating in Classroom 12:22-12:47 Inside	Tarmac/Swings/Hill *Gym (starting in December)
C.3.8	8.8/8.4	North Boot Room 1307	12:02-12:22-Eating in classroom 12:22-12:47 - Inside	North Only
C4.8	8.5/8.6	North Boot Room 1306	12:02-12:22-Eating in classroom 12:22-12:47- Inside	Gowan RD & NW Side

Safe Facilities

Safe Facilities focuses on the cleaning and sanitation of school buildings.




Schools have been asked to increase sanitation measures and continue to promote proper hygiene practices. This includes the availability of hand sanitizer wherever possible and establishing clear protocols for bringing supplementary school materials, such as backpacks and school supplies, in and out of schools.

Schools will work to ensure that particular attention is given to the increased cleaning and sanitation of high-touch surfaces.

<input checked="" type="checkbox"/>	To develop your site plan, see PSSD Return to School Plan , <i>Hygiene</i> (page 21), <i>Facilities</i> (page 34) and <i>Cleaning and Sanitation Guidelines</i> (pages 35-37). Support provided from Facilities, when needed.
Hygiene	
<input checked="" type="checkbox"/>	Develop procedures to support handwashing. Recommend that students and staff have their own Health Canada approved hand sanitizer.
<input checked="" type="checkbox"/>	Teach students the importance and techniques of proper hand hygiene and sanitizing.
Facilities and Cleaning and Sanitation Guidelines	
<input checked="" type="checkbox"/>	Consider room configurations that promote physical distancing.

✓	Signage at front entrances of schools with a consistent PSSD message (provided by Facilities) regarding not entering if sick, waiting in the front entrance and not proceeding throughout the school.																																
✓	Additional signage and floor markers at water fountains and washrooms may be considered.																																
✓	Work with Facilities and caretaker to monitor frequency of cleaning and disinfecting of commonly touched surfaces, and emptying of garbage bins to ensure expectations are met.																																
✓	Establish clear protocols for bringing materials (i.e., bags, school supplies) into and out of schools.																																
<p>WCMS Safe Facilities</p>	<p>-Room configurations will support social distancing- smaller desk have been purchased to create more space and will be forward facing in the classrooms.</p> <p>- Flexible seating will remain in the classroom if can be sanitized between student use. Carpets and fabric seating will be removed from the classrooms</p> <p>- Water fountains: some will be replaced with water bottle stations and regular ones will have paper cups available to students to use</p> <p>- Sanitization stations will be set up at entrances</p> <p>- Signage will be placed in proper areas</p> <p>- Hand sanitizer will be in each classroom</p> <p>- Schools bags and personal belongings will be kept in individual lockers in each classroom.</p> <p>- Caretakers will have a schedule & will do frequent disinfecting of all high touch point areas around the school</p> <p>-Homeroom teachers will teach proper hygiene and hand sanitizing the week of September 8-12)</p> <p>-Washrooms will be designated to specific cohorts. They will need to use these designated washrooms wherever they are in the school. Washroom breaks do not need to be tracked.</p> <p><u>A-Wing Upper and Lower</u></p> <table border="1" data-bbox="396 1591 992 1919"> <tr><td>Guenther</td><td>Bathroom 1003/1004</td></tr> <tr><td>Taggart</td><td>Bathroom 1003/1004</td></tr> <tr><td>Hoffman</td><td>Bathroom 1003/1004</td></tr> <tr><td>Prescesky</td><td>Bathroom 1003/1004</td></tr> <tr><td>Fast</td><td>Bathroom 1003/1004</td></tr> <tr><td>Procyshyn</td><td>Bathroom 1003/1004</td></tr> <tr><td>Boyle</td><td>Bathroom 1003/1004</td></tr> </table> <p>*These washrooms are gender inclusive and will be opened to any student to use upon request</p> <p><u>B-Wing Lower/C-Wing Lower</u></p> <table border="1" data-bbox="396 2080 1101 2413"> <tr><td>Tulloch</td><td>Bathroom 1003/1004/1005/1006</td></tr> <tr><td>Zimmer</td><td>Bathroom 1003/1004/1005/1006</td></tr> <tr><td>Harvey</td><td>Bathroom 1003/1004/1005/1006</td></tr> <tr><td>Yedersberger</td><td>Bathroom 1003/1004/1005/1006</td></tr> <tr><td>McDonald</td><td>Bathroom 1003/1004/1005/1006</td></tr> <tr><td>Matkowski</td><td>Bathroom 1003/1004/1005/1006</td></tr> <tr><td>Cumming</td><td>Bathroom 1003/1004/1005/1006</td></tr> <tr><td>Smith</td><td>Bathroom 1003/1004/1005/1006</td></tr> <tr><td>E.Folden</td><td>Bathroom 1003/1004/1005/1006</td></tr> </table>	Guenther	Bathroom 1003/1004	Taggart	Bathroom 1003/1004	Hoffman	Bathroom 1003/1004	Prescesky	Bathroom 1003/1004	Fast	Bathroom 1003/1004	Procyshyn	Bathroom 1003/1004	Boyle	Bathroom 1003/1004	Tulloch	Bathroom 1003/1004/1005/1006	Zimmer	Bathroom 1003/1004/1005/1006	Harvey	Bathroom 1003/1004/1005/1006	Yedersberger	Bathroom 1003/1004/1005/1006	McDonald	Bathroom 1003/1004/1005/1006	Matkowski	Bathroom 1003/1004/1005/1006	Cumming	Bathroom 1003/1004/1005/1006	Smith	Bathroom 1003/1004/1005/1006	E.Folden	Bathroom 1003/1004/1005/1006
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<u>B-Wing Upper/C-Wing Upper</u>	
Kerr	Bathroom 2003/2004/2005/2006
Pavloff	Bathroom 2003/2004/2005/2006
Sander	Bathroom 2003/2004/2005/2006
Kooy	Bathroom 2003/2004/2005/2006
C.Folden	Bathroom 2003/2004/2005/2006
Kuchlar	Bathroom 2003/2004/2005/2006
Leiffers	Bathroom 2003/2004/2005/2006
Hamel	Bathroom 2003/2004/2005/2006

<h3>Safe Classroom/Common Spaces</h3>	
	<p>Safe Classrooms focuses on the measures to ensure the safe sharing of space in the classroom between students and staff.</p> <p>These measures include: increased personal sanitation measures and proper hygiene practices; and minimizing contact among students and staff, as much as possible.</p>
✓	To develop site plan, see PSSD Return to School Plan, Learning (pages 6-16), <i>Limiting Physical Contact</i> (page 22), <i>Noon Periods and Recesses</i> (page 30) and <i>Nutrition Programs</i> (pages 32-33).
✓	<i>My Prairie Spirit Classroom</i> will continue to guide learning in Prairie Spirit School Division.
✓	Work with teachers to develop consistent assessment practices and ensure next steps in learning for students are determined by individualized, authentic assessments.
✓	Follow Division procedures and guidelines for reporting and adapt practices to ensure parents are informed of their child’s academic progress (e.g., portfolios, conferences, etc.)
✓	Follow up with registered families where students are not attending by the end of the first week of school to determine what supports are required.
✓	Consider a level of standardization for families in terms of choice of remote learning platforms.
✓	Plan for use of technology to support blended learning.
✓	Address issues of equity of access for students learning from home.
✓	Develop a strategy to increase teacher capacity in blended learning (see PSSD MPSC Classroom Learning Supports).
✓	Collaborate with itinerant staff in the creation of schedules to limit the number of facilities visited where possible, and appropriate use of available workspaces, knowing that itinerant staff will continue to visit our schools, as necessary. Work with itinerant staff to determine guidelines and scheduling (e.g., Music/Band require 2-4 metre separation between patrons).
✓	Learning Facilitators will be available to support side-by-side learning at the school level (in person and remotely).
✓	Minimize the number of teachers and support staff working with a specific group of students.
✓	Minimize switches for teachers. Pre-K to Grade 8 teachers should have a homeroom approach as much as possible. Exceptions can only be made for specialized subjects/prep release.
✓	Keep students in one cohort as much as possible. Consider creative solutions to: <ul style="list-style-type: none"> • keep groups from mixing at break times; • limit group sizes to 60 or less in high school, such as block scheduling. In elementary school settings, students’ cohorts will be the classroom.
✓	No travel between schools for curricular programming (PAA, Music/Band, Phys Ed) – create plan for course delivery.

✓	Precautions taken in PAA programming must follow the direction of the Chief Medical Health Officer and Re-Open Saskatchewan Plan.
✓	Food for snack programs, hot lunch programs and breakfast programs should not be prepared by students, unless the students are participating in Commercial Cooking and/or Food Studies and are learning about safety and sanitation in the preparation, storage and service of food.
Pages 22-25 Limiting Physical Contact/Shared Materials and Equipment	
✓	Masks will be required for students in Grades 4 - 12 where physical distancing is not possible (e.g. hallways). Pre-K - 3 students are encouraged to wear masks. Children from the same household do not need to maintain physical distance from each other.
✓	Consider modifying room configurations (e.g. separating tables) to promote physical distancing. Front-facing instruction for students should be established in all settings, unless protection barriers can be utilized. For younger children, the focus should be on minimizing physical contact instead of physical distancing.
✓	Consider options for physical distancing within classrooms and other instructional spaces.
✓	Classroom considerations should include reducing those items not critical in the classroom to allow for more space to spread out the existing tables and chairs or add tables and chairs to give more space to students at each table. Examples of additional furniture to be removed include couches and soft seating. Store items that aren't critical to classroom instruction.
✓	Strategically limit the number of touch points per day on electronic devices and common surfaces.
✓	Develop sanitation plans in consultation with facilities and caretaking when spaces must be utilized by multiple student groups (i.e. PAA labs).
✓	Ensure students have individual school supplies rather than shared.
✓	Physical Education teachers should consider planning learning opportunities that limit common touch items and allow for physical distancing, and prioritizing individual pursuits over traditional team activities.
	See pages 9-11 <i>Early Learning Plan</i> to support teachers in Early Years classrooms (e.g. staggered entries, providing bins for storage, cleaning schedules). Facilities will work with schools on finding appropriate storage methods and locations.
✓	Develop sanitation plans in consultation with facilities and caretaking when spaces must be utilized by multiple student groups (e.g. PAA labs).
Page 30 Noon Periods and Recesses and page 32-33 Nutrition Programs	
✓	Students should eat lunch in their classrooms. High schools should consider grade cohort groupings and unique locations at noon periods and recesses to limit mixing.
✓	Communicate with parents to encourage students go home for lunch whenever possible.
✓	Examine recess and noon schedules as well as entrance and exit procedures in order to determine the structure that offers students break periods while best promoting physical distancing in hallways and playgrounds.
✓	Review and revise duties of noon supervisors and students to make a plan for supervision using existing resources. Consult with the Learning Superintendent if there is a need for additional resources.
	Nutrition program plans and distribution models must align with recommendations of Chief Medical Health Officer and Re-Open Saskatchewan. Schools with "canteen or cafeteria" options must align with the Restaurant and Licensed Establishments Guidelines as applicable for their facility. The Nutrition Programs referenced in the government's Primary and Secondary Educational Institution Guidelines would apply to programs such as breakfast programs, school hot lunches, snack programs, etc. Food for such programs should not be prepared by students, unless the students are participating in Commercial Cooking and/or Food Studies and are learning about safety and sanitation in the preparation, storage and service of food.

	School-supplied food should be delivered directly to the classroom. Students should eat lunches in their classrooms. Food should be served using utensils and in individual portions to each child by a designated staff member.
<input checked="" type="checkbox"/>	Food from home must not be shared with other students and should be stored with the student's belongings.
WCMS Safe Classroom & Common Spaces	<ul style="list-style-type: none"> -We will continue to Follow My Prairie Spirit Classroom & Assessment practices -Reporting guidelines will still be followed. We will have a plan for sharing student learning and progress will still be reported in three terms as per the original plan for student conference dates. -Admin will contact all families who indicated a blended or online option by September 4th. -Classroom teachers will follow up with registered families that are not attending by the end of the first week of school (Sept 11th) to determine supports. - Standardization of platforms for Warman: WCMS will be using google classroom. Teachers may also add a communication tool like SeeSaw or Remind. - Learning Facilitator support will continue - Limit to working with no more than 3 teachers/classes at a time -Special Ed Resource rooms will still be used with students from the same homeroom (Located at Room 1202 and 2202) - Front facing desks in the classroom - Masks required when social distance is not possible - Soft seating removed if needed to create more space or not easily sanitized - Teachers will plan with grade groups to create a plan to limit touch points to technology and train students to sanitize. Safe sanitization product and instructions will be supplied by PSSD - Students can bring their own Chromebook or IPAD to personal use, but will only be accessed from their backpack by teacher request - No cell phone policy is still in effect for all students - No sharing of school supplies - Teachers will make a plan for shared devices and sanitization of devices - Caretaking staff will clean PAA labs during recess break and between Grade 7 & 8 classes - Meeting will be set up with City of Warman to discuss rentals and cleaning expectations of servery and theatre.

Safe Supports



Safe Supports focuses on the protocols in place to support the learning needs of intensive needs/immune-compromised students, as well as protocols in place to support the mental health of staff and students.

✓	To develop your site plan, review the PSSD Return to School Plan , <i>Students with Additional Needs</i> (pages 17-18) and <i>Mental Health, Well-being and Social-Emotional Supports</i> (pages 19-20).
Pages 17-18: Students with Additional Needs	
✓	Develop individual student transition plans to facilitate the re-entry of students with intensive needs back to the school environment and to meet individual student needs.
✓	Schools will communicate plans for return to school with families. (Assessment information needs to be current and relevant, therefore, updated assessments may be required to ensure appropriate programming is in place, which might delay a student's return to school.)
✓	Review the Inclusion and Intervention Plans of all students with intensive needs and revise/adjust goals as required to ensure student health and safety and as appropriate based on time that has gone by/supplemental learning that occurred at home.
✓	Ensure that the provision of supports for all students can be accomplished within a safe, secure and supervised environment (may include the school setting or other appropriate spaces).
✓	Deploy staff to limit the number of different student/staff contacts while meeting health/safety and curricular/IIP needs of students.
✓	Ensure health and safety measures are in place and communicated with the relevant staff and family prior to the provision of the service. Provide PPE as defined by the provincial guidelines.
✓	Provision of necessary training for staff working with students with intensive needs.
✓	Ensure staff do not enter into private residences or provide personal transportation.
✓	Services or additional precautions, specialized places for instruction may be suggested for students with compromised immune systems, in consultation with a medical professional, and to ensure students feel included and safe.
✓	Have one designated area in the school for LSS to use whenever possible.
✓	Where possible, school division administrators and staff should use telephone or video conferencing to meet with staff and parents.
✓	Specialized therapies, professional assessments and unique transitions that cannot be provided virtually may be provided face-to face.
Pages 19-20 Mental Health, Well-being and Social-Emotional Supports	
✓	Continue to focus on wellbeing, connections and relationships to support students and families.
✓	Continue with school planning (from end of June) using NACTATR <i>Guidelines for Re-entry into the School Setting During the Pandemic</i>
✓	Continue to use their Mental Health Literacy Teams to lead and implement schoolwide mental health initiatives.
✓	Continue to offer Mental Health Literacy modules and classes (Dr. Stan Kutcher) for all Grade 9 students.
✓	School Counsellor will access division supports as needed listed in PSSD's <i>Comprehensive School Mental Health Framework</i> .
✓	Consider creating school level wellness initiatives. (p.39 <i>Human Resources</i>)
WCMS Safe Supports	- Students with special needs will be contacted by the Special Education Resource teacher before September 8 th . In consultation with the family, the school will develop individual student transition plans to facilitate the re-entry of students with intensive

needs back into the school. If resources for safe programming is not immediately in place, it may delay a student's return to school.

- Some students may not be required to wear a mask due to their accommodation, but increasing the tolerance of wearing a mask will be part of their individual plan for health and safety.

- A plan will be made for EA's if PPE is needed for working with some students

- No staff will enter private residences or provide transportation for students

- Teachers will contact families of medical restriction are in places to make a learning plan

- Plans from June will continue in order to support the wellness of our students and families. These include Parent survey, Wellness focus, Mental health, and

Soft landing the classroom where teachers focus on connections and building relationships.

- School Counsellor will be available to see students – masks will be worn if not socially distanced. Seating will be replaced with a wipeable surface that is easily sanitized.

Safe Activities



Safe Activities focuses on the protocols and policies governing group activities including:

- extra-curricular club activities; participation in athletic events/competitions; and,
- school assemblies

✓ To develop your site plan, review the [PSSD Return to School Plan](#), *Limiting Physical Contact* (page 22) and *Extra-Curricular* (page 27).

Pages 22-25 *Limiting Physical Contact/Shared Materials and Equipment*

✓ Limit physical contact during recess and noon periods and avoid activities that require clustering of students. For younger children, the focus should be on minimizing physical contact instead of physical distancing.

✓ Provide students with alternatives to activities that require physical contact with other students. Student play during Physical Education and recesses are primary considerations

✓ Classroom activities and recess times should not include equipment that might be touched by multiple students. Due to the increased cleaning required, it is best to decrease the number of toys/equipment available to children. Remove toys and other items that cannot be easily cleaned and disinfected.

Page 27 *Extra-Curricular*

✓ At this time, all **in-person** extra-curricular activities are on hold. Schools will be notified when extra-curricular activities are approved to commence (in accordance with the CMHO guidelines).

WCMS Safe Activities

- Minimize physical contact and equipment
- Any equipment used will have students hand sanitize before and after.
- Teachers will be encouraged to spend time educational time outside each day with their class for mask breaks and building relationships
- Sanitize hands before touching shared manipulatives or equipment
- At this time, extracurricular activities including all fall sports are on hold
- A document from our PE department will be available to guide teachers for safe activities for wellness, Phys. Ed and recess activities.

Safe Alternatives

Safe Alternatives focuses on the contingency plans to ensure the continuation of education in a safe learning environment. There are four levels of education delivery:

Level 1: Primary and Secondary Educational Guidelines – As close to “normal” as possible, with some additional measures.



Level 2: will involve mask usage as determined by the Chief Medical Health Officer.

Level 3: will involve reducing classroom capacity. This may include establishing cohorts and hybrid learning models as considerations.

Level 4: would take us back to suspending in-class learning, and moving back to a similar model we saw this past spring, with divisions working at the local level to ensure learning continues. In this model, school would continue to be mandatory, albeit remotely.

These levels would be put in place by Saskatchewan’s Chief Medical Officer and we will continue to work closely with him, and his team, on all Safe Saskatchewan planning.

Prairie Spirit announced a move to Level 2 on August 12.

At this level, masks will be required for students in Grades 4 through 12 where physical distancing is not possible (e.g., hallways and buses). Pre-Kindergarten to Grade 3 students are encouraged to wear masks. Prairie Spirit staff members will be expected to wear masks when social distancing is not possible. Please see the [communication to Prairie Spirit families](#), dated August 12.

<input checked="" type="checkbox"/>	To develop your site plan, review the PSSD Return to School Plan, Communication (page 5), <i>Transitions</i> (page 15) and <i>Division Contingency Plan</i> (page 44).
Page 5 Communication and page 15 Transitions	
<input checked="" type="checkbox"/>	Consistently communicate with families.
<input checked="" type="checkbox"/>	Follow up with registered families where students are not attending to see how they are accessing learning.
<input checked="" type="checkbox"/>	Consider a level of standardization for families in terms of choice of remote learning platforms.
<input checked="" type="checkbox"/>	Plan for use of technology to support blended learning.
<input checked="" type="checkbox"/>	Address issues of equity of access for students learning from home.
<input checked="" type="checkbox"/>	Consider using a range of social media to inform parents and community.
Page 44 Division Contingency Plan – Level 4	
<input checked="" type="checkbox"/>	All students are required to participate.
<input checked="" type="checkbox"/>	Staff will be physically present in school.
<input checked="" type="checkbox"/>	School day structure will maximize learning for all students.
<input checked="" type="checkbox"/>	Full Saskatchewan curriculum will be delivered.
<input checked="" type="checkbox"/>	Student-teacher contact time must be prioritized regardless of the delivery format.
<input checked="" type="checkbox"/>	Differentiation of instruction will be important.
<input checked="" type="checkbox"/>	The focus will be on teaching of outcomes, rather than amount of time per subject (a cross- curricular approach is recommended).
<input checked="" type="checkbox"/>	Focus on efficient learning opportunities and approaches that are conducive to flexible learning spaces and interaction time with teachers.
<input checked="" type="checkbox"/>	Multiple modes of delivery should be considered to accommodate all students (i.e., pencil/paper, technology, asynchronous, synchronous, etc.).
<input checked="" type="checkbox"/>	Subjects impacted by the physical environment will be delivered if the curriculum is able to be delivered using an approach that allows for flexible learning spaces and considers safety.
WCMS	-Continue to communicate changes in our plans with families
Safe Alternatives	-Communicate any changes to the level of education delivery: Currently, PSSD is at Level 2: will involve mask usage as determined by the Chief Medical Health Officer

	<ul style="list-style-type: none">-Designate a plan for online learning teacher for each grade group (once we get our student numbers) if needed-Support best practices and continue to deliver high quality education and assessment practices. Focus planning on flexible numbers in the classroom and a possible move to online learning.- Follow up with families of all students not attending our school by September 15th.
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