



LANDMARK ELEMENTARY SCHOOL

Hanover School Division
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Landmark Elementary Back To School Plan

August 28, 2020

Dear Parents/Guardians,

We hope that all of our students and families enjoyed our beautiful Manitoba summer.

At Landmark Elementary one of our priorities has always been to provide a safe and caring learning environment. This will continue to be a top priority for us as we continue to live with the impact of COVID-19 on our school system.

We are committed to following all Public Health recommendations and Manitoba Education directives to ensure we are implementing current public health requirements. Please see www.gov.mb.ca/covid19/index.html as the official source for the most up-to-date and accurate information regarding COVID-19 in Manitoba.

In addition to the [Hanover School Division Welcoming Our Students Back: Restoring Safe Schools - 2020/2021 School Year](#) document, we will provide Landmark Elementary School specific information.

As you know, things can change quickly and we will respond to the best of our abilities.

We want to thank our community for their continued support as we continue to work together to provide our children with the opportunity to learn and grow!

Section 1: School Day Structure Learning Plans

Welcoming Students and Families - Meet the Teacher

Fortunately, we had the opportunity to invite students back to school in June 2020, giving them a chance to meet their new teacher and classroom for this fall. We will not be having our traditional Meet the Teacher Evening this year. Rather, we will provide a virtual opportunity for students and their families to see some of the changes that are happening in our school and in their specific classroom. If your child was not able to attend in June and you feel that a visit to the school would help their transition please contact their classroom teacher to arrange a time on Tuesday, September 8th.

School Attendance and Participation

Please refer to the HSD Plan to Resume In-Class Learning: School Day section - [HSD Plan to Resume In-Class Learning](#)

As always please contact the school office if your child will be absent. Submit your child's absence on the parent portal, email the office at les@hsd.ca or call the school at 204-355-4663.

Classroom teachers and our learning support team will support the development and provision of at-home learning opportunities digitally or through printed material for students that are isolating or quarantined. SeeSaw and Google Classroom will continue to be used to support the learning of students in school or at home so if remote learning is required students are familiar with the technology tool.

Calendar

[LES School Calendar](#)

[Hanover School Division Calendar](#)

Cohorts

Cohorts have been established to keep groups of students (e.g. classes) together and avoid interactions with other groups of students.

“Please note - Physical distancing within the cohort is required to the greatest extent possible, including separation between desks. However, it is recognized that strict physical distancing at all times, particularly with young children is not practical in the school setting. The purpose of the cohorts is to limit the mixing of students and staff so that if a child or employee develops an infection, there are fewer possible exposures and contact tracing can be easily done.”

[COVID-19 K–12 School Settings Practice Guidance and Protocols](#)

LES students have been assigned to five cohorts:

Cohort A - Grade 1/2AV (Mrs. Andersen and Ms. Verinder) and 1/2R (Mrs. Reimer)

Cohort B - Grade 2/3MS (Mrs. Schmidtke) and 3/4G (Mrs. Giesbrecht)

Cohort C - Grade 4/5K (Ms. Kvern) and 4/5M (Mr. Malech)

Cohort D - Grade 6A (Mrs. Armstrong) and 6H (Mrs. Hillier)

Cohort E - Kindergarten AM and Kindergarten PM (Mrs. Ens)

The Cohorts will enter and exit through cohort designated doors. These doors will be labelled with their cohort label.

Cohort A - Main Front Doors

Cohort B - North Front Doors - West (2/3MS) and North East (3/4G)

Cohort C - North Back Door

Cohort D - North West Back Door

Cohort E - Main Front Doors

Recess and Lunch Time:

We realize that play and free time is important for the well-being of all our students but due to the implementation of cohorts, we have made the following changes to our lunch and recess times to ensure that cohorts are not mixing on the playground.

Each cohort will have its own container of recess equipment. The equipment will be sanitized between recess periods.

Handwashing or hand hygiene will occur before and after recess breaks.

Non-medical masks can be removed during outdoor play to provide a mask-free break for grades 4-6 or younger students that are choosing to wear masks.

(Kindergarten students do not go out for a set recess time until after Spring Break.)

- **Morning Recess:**

Cohort A and B: 10:20-10:35

Cohort C and D: 10:40-10:55

- **Lunch Time**

Cohort A and B: eat from 11:55-12:25 and have recess from 12:25-12:50

Cohort C and D: eat from 12:25-12:50 and have recess from 11:55-12:25

- **Afternoon Recess:**

Cohort A and B: 2:20-2:35

Cohort C and D: 2:00-2:15

Before and After School Times

Morning Arrival

Bussed students will go straight to their classrooms through their cohort designated door. Students who walk to school or are dropped off by a parent/guardian are to arrive between 8:50-9:00. There will be no supervision on the playground before the start of the school day, upon arrival students will enter through their designated cohort door.

End of the Day

Early bus students will be dismissed first through their cohort designated door, secondly, our walkers and students being picked up by parents, and finally our late bus students will be dismissed through their designated cohort door. If you are picking your child up do not enter the school.

As always, student safety is our top priority and we ask that parents/guardians do not drive through the bus loop. Also, for the safety of our students, drop off and pick up your children on the west (school side) of the road. This way our students are not crossing the street through parked cars and through traffic.

Classroom Set-up

All classrooms have been set up so that every child has a workspace for the day that is one meter apart from each other.

Our hallways will have directional arrows that will support the students in spacing as they move through the school.

No-Sharing Policy

It is important to reinforce in our students the policies of no food or water bottle sharing. Our water fountains are closed with the exception of the water bottle filling station. Students are asked to bring a filled water bottle(s) clearly labelled to school. Generally, these policies are intended to reduce potential exposure to allergens, but the practice of not sharing food or water bottles in schools also helps reduce virus transmission amongst staff and students.

Students will be encouraged to keep their personal belongings with them. Lockers will not be used to avoid congregation in hallways.

School supplies will be distributed individually to students so they have their own supplies.

Gym and Music

For the beginning of the school year, gym and music will be done in the classroom or outside.

Section 2 - Mental Health and Well-Being of the School Community

Our staff understands that mental health and well-being are paramount to learning. We will continue to work at providing a learning environment that is safe both physically and emotionally. Our learning support team will continue to support students and provide extra guidance when needed. Please let your classroom teacher know if you feel that your child needs extra support.

Staff have received virtual professional development with Kevin Cameron, a trauma specialist, to assist with understanding students, families and their possible anxieties. Next week staff will be using the work of Kevin Cameron to guide us as in preparation for the return of our students during COVID-19.

Section 3 - Communication

We are committed to timely and important information being sent home. We will use email, our [school website](#) and Instagram account to communicate school-wide information. Teachers will communicate classroom-specific information.

As always, if you have any questions or concerns please contact us at les@hsd.ca or 204-355-4663.

Section 4 - Public Health Order and Guidance

Self Screening

Students and staff will be asked to self-screen at home before they come to school. If they have any COVID-19 symptoms they are not to attend school. An up-to-date list of COVID-19 symptoms can be found at [About COVID-19](#). If a student begins to show symptoms at school they will be isolated from students and staff in our medical room. A medical mask will be provided unless there are safety issues that prevent the student from wearing a mask. The parent/guardian will be notified and the expectation is that the student will be picked up immediately. Please make sure that your contact information is current and that you have a backup contact. If the student is young and requires close contact while isolated, the school staff will continue to provide care until the parent/guardian arrives.

Masks

All students in Grades 4-12, and all staff and visitors are required to wear non-medical masks in areas where two-metre physical distancing is not possible. Bus drivers and all school bus passengers in Grades 4-12 are required to wear a non-medical mask on the bus. Masks should be put on before getting onto the school bus. Non-medical masks will be provided on school buses and in schools for students or staff who require one. Parents/Guardians can choose whether students in Grades K-3 should wear a mask. For more detailed information please see [HSD Plan to Resume In-Class Learning](#)

General Hygiene Measures

Hand sanitizing stations have been set up throughout the school and in each classroom. Teachers will schedule times for students to wash their hands throughout the day. Staff will take time to teach the students the importance of practicing good hand hygiene.

There will be increased cleaning procedures by custodial staff throughout the day.

Restricted Access to the Building

Visitors or volunteers are permitted at school, but visits should be minimized to the greatest extent possible. Where possible, online communication, video and telephone should be used to interact with teachers, rather than in person.

We value our relationships with our families and we understand that this is different than our normal and desired way of welcoming our families into our building. We are committed to continuing to build a positive relationship with our families, as we know this supports student learning.

Thank you

Thank you for your continued support. Please contact the school or the school principal - Kim Koop if you have any further questions. To contact us please call 204-355-4663 or email les@hsd.ca

We are excited to welcome all of our students back on September 9th!