



Return to School
Operational Plan and
Parent Guide
September 2020

The Return to School Plan presents the Department of Education and Early Childhood Development's provincial expectations and standards for the safe operation of public schools during the COVID-19 pandemic.

The objectives in the plan are to limit the potential spread of COVID-19 while also providing for quality education and student services. The one metre physical distancing requirement reflects recommendations of the World Health Organization.

School Attendance:

Students will resume learning full time. Students at Marshview will be required to attend school full-time and classes will be organized in groups or bubbles. Students will not have to practice physical distancing within their group, however they will not be able to interact with other groups and will have to keep a physical distance of one (1) metre.

Please adhere to the additional COVID-19 related measures that are required for school attendance as outlined by Public Health. Adults in contact with students attending public school need to be hypervigilant about monitoring for symptoms as defined by Public Health.

<https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/en/CDC/PosterCL.pdf>

Start Dates:

By staggering a start date for students, Marshview staff will ensure that safety protocols and precautions have been reviewed with each student group. Students will explore their new reality at school in a smaller population. Administration and educational support teachers will be able to focus on one grade at a time to ensure a smooth return centered on the mental wellbeing of students.

Grade 5 and 7	Tuesday September 8
Grade 6 and 8	Wednesday September 9
All grades	Thursday September 10
All grades	Friday September 11

School Hours:

School begins at 8:20am.
Drop off for students begins at 8:00am.
(busses arrive on their scheduled time)

School ends at 2:35pm.
Students should be picked up by 2:45pm.

**Access to public school buildings:**

Drop-in or unplanned visits by parents and guardians are not permitted. Please call 364-4086 to make an appointment. Virtual or phone contact will be the primary method of communication.

All doors will be locked throughout the school day. There is a buzzer system at the front door to connect you with the office. After hours, please use the afterhours door bell.

When picking your child up for an appointment, advanced notice is required. Please email (marshviewmiddle@nbed.nb.ca) or contact our main office to advise of appointments. Parents will use the door buzzer system, state your name, your child's name and grade, and your child will meet you outside. Please try to schedule appointments during non-school hours or later in the day to limit the students leaving and then returning to school.

Visitors to Marshview will be required to wear a community mask.

Upon entering the school as a guest, please answer the Covid Screening questions, and proceed to the office noting the distancing circles. Visitors are required to sign-in at the office stating name, organization and phone number for contract tracing purposes. Facilities personnel will enter through the front door and sign in at the office. They will keep a log of their visits.

Student belongings drop off: Occasionally, kids will forget items needed at home (ie. lunch, gym clothes). Please minimize deliveries by establishing good routines at home. Please use the buzzer system and items will be retrieved from the door.

Screening:

Passive screening is required for school personnel, students, and others permitted in the school building prior to entry. Adults and students will not be required to have their temperature taken prior to entry but should instead check their temperature prior to leaving for school and practice self-monitoring.

Parents are responsible for reviewing the screening questions with their children prior to leaving for school and only sending their child to school when they are well and have met the criteria outlined in the survey.

<https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/ScreeningEF.pdf>

Those who are sick with symptoms of COVID-19 must stay home, contact 811, and cannot return until fully recovered. If tested, Public Health will inform the individual or parent (when a student is involved) when isolation may be lifted.

Staff and students will self-monitor throughout the day. If a student becomes ill while at school or is displaying symptoms of Covid-19, they will be isolated in the designated isolation area (room 119b), wear a community mask, and a parent/guardian will be called to take them home. Pick up will need to occur within an hour of notification. Please organize a designated guardian if your work schedule does not allow you to come. Symptomatic or ill staff member will immediately notify administration and will go home until well.



Physical Distancing and Mask Use:

The following physical distancing strategies will be implemented:

- Avoiding close greetings (e.g. hugs, handshakes). Regularly reminding students about keeping their “hands to yourself”.
- School personnel will teach the importance of personal hygiene etiquette, including physical distancing.
- Minimizing the number of different teachers and educational assistants that interact with groups of students throughout the day.
- Managing the flow of people in common areas, including hallways. This includes areas like our lockers, doors, stairways.
- Minimizing group activities and avoiding activities that require physical contact.
- Assemblies and other school-wide events will be held virtually.

When physical distancing of one (1) metre is not possible and a student is outside of their classroom bubble, a community mask must be worn. During the Orange phase, a mask will be used at all times while on school property.

Students/staff/visitors will obey maximum capacity signage throughout the building

Photocopy room: Max. Capacity of 1

Staff room: Max. Capacity of 4

Library: Max. Capacity of 30

Guidance: Max. Capacity of 3

Resource: Max. Capacity of 10

Students must wear a clean community facemask to school each day. A spare should be located in their bag in case the first is soiled throughout the day.

Visiting/Itinerant Teachers:

All visiting teachers will wear a face mask while at Marshview. Visitors will be given our operational plan before working with students and will sign in at the office. They are required to keep a log of their contacts.

Handwashing/Sanitizing/Cleaning and Disinfection:

Sanitizing stations are located at all entrances and in classrooms with posters. Handwashing posters are located in all washrooms next to the sinks.

School staff will review hand hygiene with students and will communicate frequently about good respiratory hygiene/cough etiquette. Staff will remind students to avoid touching the face, eyes, nose or mouth.

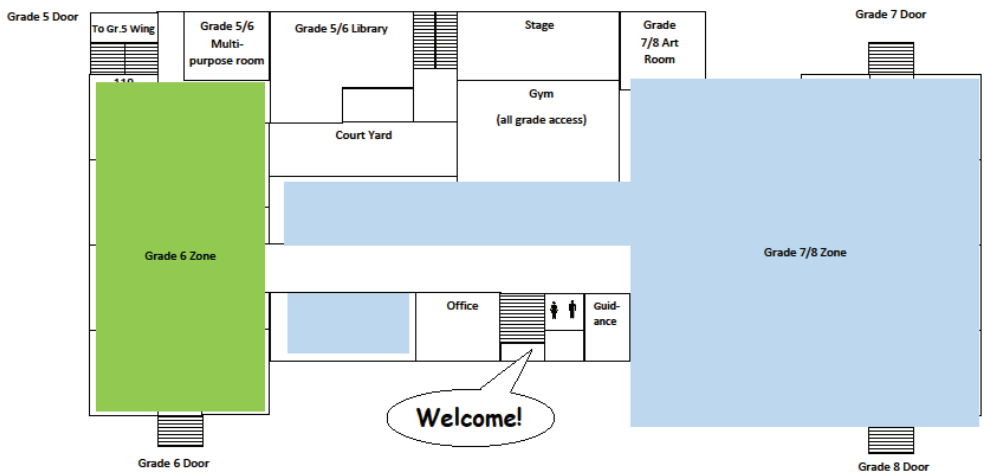
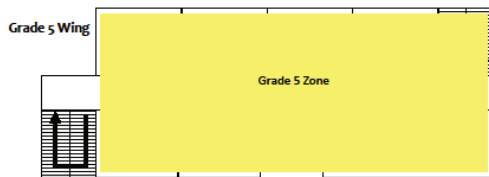
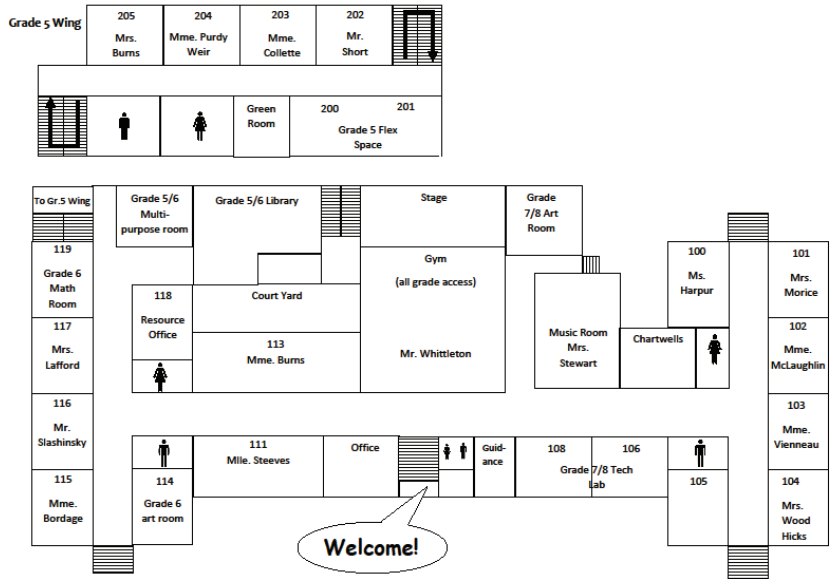
Procurement of cleaning and disinfection supplies will be the responsibility of our C2 Wendall Crossman. Please see the Return to School document outlining the cleaning regulations of Covid-19.

https://www2.gnb.ca/content/dam/gnb/Departments/ed/pdf/ReturnSchool_Districts.pdf

During the School Day:

Grade level areas:

Students at Marshview are organized into grade level areas that will remain separate, limiting movement throughout the school. Please see the attached map for grade level zones.





Student Drop Off and Pick Up:

Student drop off will be on Dufferin street this year. Please aim for 8:00am-8:20am drop off, and 2:35 pick up. Please be vigilant regarding student safety as the number of cars and kids at drop off/pick up is expected to be higher than in previous years. Students will wear masks upon arrival and dismissal.

Arrival and Dismissal: Entering the School:

For arrival and dismissal, all students will wear masks.

- **Grade 5s** will enter through the Queens Road door.
Students will enter through designated door, sanitize their hands and proceed to their classroom upon arrival.
- **Grade 6s** will enter through the door left of the main door.
Students will enter through designated door, sanitize their hands and proceed to their classroom upon arrival.
- **Grade 7s** will enter through the door in the back right of the building. **[7KH, 7/8 SM, 7 RM]**
Students will enter through designated door, sanitize their hands and proceed to their classroom upon arrival.
- **Grade 8s** will enter through the door right of the main door. **[8WH]**
Students will enter through designated door, sanitize their hands and proceed to their classroom upon arrival.

The following classes will enter through the main door. **[8CS, 8LB, 7JV]**

Students will enter through designated door, sanitize their hands and proceed to their classroom upon arrival.



Afternoon Dismissal

- 2:35 Bell – Dismissal of walkers (last names A-N)
- 2:38 Dismissal of walkers (last names O-Z)

- 2:40 Dismissal of students being picked up in cars (last names A-N)
- 2:43 Dismissal of students being picked up in cars (last names O-Z)

(Buses are held at the back of school until 2:45 or safe to send forward)

- 2:45 Round 1 Busses arrive (gone by 2:50)
203, 205, 206, 210, 212, 216, 220 are dismissed via PA announcement
(teachers will dismiss their hallway by class watching for congestion in hallways)

- 2:55 Round 2 Busses arrive (gone by 3:00)
Bus 204, 207, 209 are dismissed via PA announcement

Bus 202 will arrive later (approx. 3:05). Students come to the picnic tables (socially distanced) to wait in the nice weather. Students will wait in their classrooms to be called via PA when it turns colder.

Morning Recess/Lunch:

Grade 5 and 6 students will go outside for morning recess and will organized into “zones”. These zones will rotate, giving students a chance to discover each area.

Grade 7 and 8 students will have a morning break in their classrooms and in rotating designated areas in the school.

Students will eat in their classrooms. Grade 5 and 6 students will eat during the first half of lunch and then proceed outside for recess in their zone. Grade 7 and 8 students will go outside for recess during the first half of lunch, and then come into their classrooms to eat.

Cafeteria Service: Until further notice, Chartwells Cafeteria service is on hold. Please send your child with a lunch.

Microwaves will not be available to students at the time being. We will reevaluate this decision at the end each term.

Breakfast Club:

Prepackaged snacks (granola bars, apple sauce, oranges, bananas, etc) will be available in all homerooms for students who need breakfast.



**Bathroom/Water Breaks:**

Students will use a sign out procedure to use the rest room facilities. Teachers will keep these breaks to a minimum with only one student out of the room at a time. When out of the classroom, students will wear masks. Students will be encouraged to keep 2m apart from other students they may encounter. Handwashing procedures will be posted above all sinks (ie. turning off taps using paper towel).

Waterbottle filling stations will be available in each hallway. Please ensure that student waterbottles are labelled to prevent cross contamination. Students will be instructed on proper use of the waterbottle filling station (ie. to not allow the waterbottle to come into contact with the nozzle when refilling).

Class Schedules:

We have reduced the number of teachers students will have. For most subjects, students will remain in their homeroom and the teachers will move. Teachers will be encouraged to use outdoor spaces for learning.

Specialties:

Students will continue with their specialty subjects: art, music, physical education, and technology. See Return to School Document for specifics on these subjects.

Outbreak management plan:

Public Health will inform the school principal if there is a confirmed case of Covid-19 in the Marshview student/staff population. The principal will then inform the school community. Public Health will be the lead and the school will follow their direction.

Please refer to the Return to School Document Appendix K for specifics on Outbreak management.

To ensure safe school environments each must apply risk mitigation measures consistent with Public Health guidance and the Occupational Health and Safety Act and regulations.



MARSHVIEW MIDDLE SCHOOL

Principal: _____

School District Official: _____

Plan Implementation Date: September 2020

Plan has been reviewed internally to assess any new risks or changes to regulatory guidelines; October to May, monthly, and as increased hazard/risk conditions warrant:

MONTHLY INTERNAL REVIEW					
MONTH	SIGNATURE	DATE	MONTH	SIGNATURE	DATE
October 2020			February 2021		
November 2020			March 2021		
December 2020			April 2021		
January 2021			May 2021		

Resources:

- Return to School September 2020 (RTS)
- Cleaning and Disinfection Standards
- Outbreak Cleaning and Disinfection Protocol