

## **Student Registration & Student Information Questionnaire**

A paper copy of our [MFIDSAB Student Registration & Information Form](#) and a digital copy of our [Ministik Student Information Questionnaire](#) are required for each student enrolled at Moose Factory Ministik School for the 2020-2021 School Year.

Parents of New Students are also required to provide copies of the following documents to complete their child's registration:

- Proof of Birth
- Immunization Record
- Proof of Status (if applicable)
- Most recent Report Card, if previously enrolled in school

## **Voluntary School Attendance**

Moose Factory Ministik School began the 2020-2021 School Year with our Remote At Home Learning Model. Phase Two of our Reopening Plan continues on Monday September 21, 2020 with a daily part time IN SCHOOL/part time REMOTE AT HOME Learning Schedule.

Following the completion of the [Ministik Student Information Questionnaire](#), Parents and Families who initially choose our Remote At Home Learning Model and wish to change to our In School Learning Model will be required to provide a minimum of two weeks notice, in writing, to the Principal.

## **Classroom Cohorts**

To support potential contact tracing, for the duration of the school day, students will remain with their classroom cohort.

Data collected in the [Ministik Student Information Questionnaire](#), will be used to create our classroom cohorts.

Each class will consist of three cohorts:

- Cohort A: Morning IN SCHOOL/Afternoon REMOTE AT HOME
- Cohort B: Morning REMOTE AT HOME/Afternoon IN SCHOOL
- Cohort C: Full Day REMOTE AT HOME

**Parents will receive a follow up email with the confirmed Cohort Placement for each child.**

### Daily IN SCHOOL Schedule for Cohorts A & B

- Cohort A: Monday arrival time: 9am, Tuesday-Friday arrival time: 8:30-8:45am
- Cohort A: Monday-Friday dismissal time: 11:20am
  
- Cohort B: Monday-Friday arrival time: 12:40pm
- Cohort B: Monday-Thursday dismissal time: 3:05pm; Friday dismissal time: 2:40pm

### **Self-Screening**

**All members of our school community, (students, staff and school visitors) must self-screen before entering Moose Factory Ministik School. The use of this online self-assessment tool is recommended: <https://covid-19.ontario.ca/self-assessment/>**

Any member of our school community experiencing any symptoms of COVID-19 must stay home from school and should seek testing and appropriate medical attention by contacting Moose Factory Public Health Centre 705-658-4220.

In case of emergency, please visit the Weeneebayko General Hospital Emergency Department. If you need an ambulance, call 705-658-1111.

### **Physical Distancing**

Moose Factory Ministik School promotes physical distancing whenever possible. Enhancements to our school environment include:

- Routine instruction and reminders for all members of the school community to maintain a 2m personal space bubble, whenever possible.
- Signs and visual cues posted at entrances, hallways, washrooms and common spaces.
- Classrooms and shared spaces will be arranged to maximize space between students and allow for transitions between learning activities; excess furniture will be removed.
- Outdoor spaces and external doors will be designated by classroom cohort for entry, dismissal and recess.

### **Hand Washing, Masks & General Personal Hygiene**

All members of our school community will engage in routine hand washing, including the use of hand sanitizer when soap and water is not available, appropriate use of face masks and PPE, and general personal hygiene practices.

#### *Hand Washing Protocol & Guidelines*

All members of the school community will wash their hands with soap and water for a minimum of 20 seconds upon entering the school, before lunch, after lunch, after using the washroom, and before exiting the school.

Students will be instructed and reminded to use proper hand washing techniques.

#### *Hand Sanitizing Protocol & Guidelines*

When access to sinks, soap and water is not possible, members of the school community will use hand sanitizer for a minimum of 20 seconds.

Students will be instructed and reminded to use proper hand sanitizer techniques.

*Masks (reasonable exemptions for medical conditions must be documented with the Principal)*

- Students:
  - All students in Kindergarten to Grade 8 are required to wear personal non-medical or cloth masks at all times indoors;
  - Students are not required to wear their masks while they are eating their lunch, and while outdoors and physically distancing themselves from others
  
- Staff:
  - School staff are required to wear masks indoors
  - Medical masks and appropriate PPE will be provided for all school staff who are regularly in close contact with students
  
- School Visitors:
  - All visitors to the school are required to wear masks indoors

*General Personal Hygiene*

All members of the school community will support our enhanced cleaning and sanitizing protocols by ensuring that their personal belongings and learning materials are kept tidy, well organized and stored effectively.

Students will be instructed and reminded to use effective routine organization and storage practices.

**Enhanced Cleaning & Sanitizing Protocols**

Enhanced Cleaning & Sanitizing Protocols have been established for the regular and routine cleaning and disinfecting of our school. This plan includes routine checklists for all areas of the school; including high touch surfaces, student learning spaces, common areas, bathrooms, outdoor learning spaces and equipment, etc.

**Student Personal Belongings**

Only a minimum of student personal belongings will be permitted at school.

- Students are required to bring their own non-medical or cloth face mask. It is recommended that students have at least two (2) masks for each day so that one can be replaced if wet or soiled. It is recommended that students also have a designated space to store clean and used masks to bring home for washing...
- Students are required to bring their own pair of indoor shoes.
- Students are required to bring their lunch and reusable water bottle to school upon arrival.
- Kindergarten students are encouraged to bring their own change of clothes.
- Students are permitted to bring one backpack to school each day; student personal belongings will be stored within their backpack when not in use.

- Student backpacks, coats, and outdoor shoes are to be kept neatly organized in the designated area for each classroom cohort.
- All other personal belongings should not be brought to school.
- All personal belongings are to be labelled with the child's name.

### **Washrooms**

Each teacher will teach and reinforce clear expectations for students:

Classroom sign-in/sign out process, one student per class at a time, limit to two students in each washroom at a time, physically distanced foot mats for students waiting in the hall, hand washing protocols, and increased monitoring of the washroom hall areas.

### **Outdoor Learning Spaces**

Weather permitting, Cree Language and Health & Physical Education classes will take place outdoors. Parents are encouraged to ensure that all students are dressed appropriately for the weather each day.

### **Transportation (MFIDSAB & MCEA)**

Active forms of travel (ie. walking, biking) and the use of private transportation by parents and families is strongly encouraged.

**Bus transportation will be provided by request only. Parents are required to sign up for bus service.** Parents must indicate on the [Ministik Student Information Questionnaire](#) that bus transportation is requested. *Eligibility for bus transportation is dependent on student grade and walking distance between school and home.*

The following safety measures will be implemented:

- Students will be permitted to board the bus from their designated pick up location only.
- Students will be permitted to disembark the bus at their designated drop off location only.
- Only one pick up and one drop off location for each student is permitted. Changes to these locations will require a minimum 24 hours notice, in writing, to the Principal.
- Students will be placed in an assigned seat. Children from the same household may be seated together. Children from the same classroom cohort may also be seated together.
- Following our Hand Sanitizing Protocol, students will be required to use hand sanitizer when boarding the bus. Students are encouraged to wash their hands when they arrive at their destination.
- Following our Face Mask protocol, all students, Kindergarten to Grade 8, will be required to wear a mask. *(reasonable exemptions for medical conditions must be documented with the Principal)*
- Attendance will be taken at point of pick up to support contact tracing.

### Visitors to the School

- Limited Access to all Visitors to the School
  - All visitors to the school are required to wear masks indoors.
  - **Except in exceptional circumstances, and with permission of the school principal, all parents or community service providers will have access to the school by appointment only**
  - School Office staff will maintain a sign-in/sign-out record for all persons accessing the school, other than students and staff
  - Entry guidelines/signage to be posted and will include steps for COVID self-assessment, hand washing/sanitation, and the application of required facemasks, PPE; as per public health guidelines

### Operational Guidance: COVID-19 Management in Schools

Reference to the [COVID-19 Reference Document for Symptoms \(PDF\)](#) on Ontario's [COVID-19 website](#), [Porcupine Public Health Unit](#), [Weeneebayko Area Health Authority](#), [MCFN Health Services](#) and [Moose Factory Health Centre](#).

Our school principal will work in collaboration with the local public health unit for the following:

- a) Management of COVID-19
- b) Management of ill individuals during school hours
- c) Management of individuals exposed to COVID-19 outside of the school
- d) Management of a confirmed diagnosis of COVID-19 in the school community