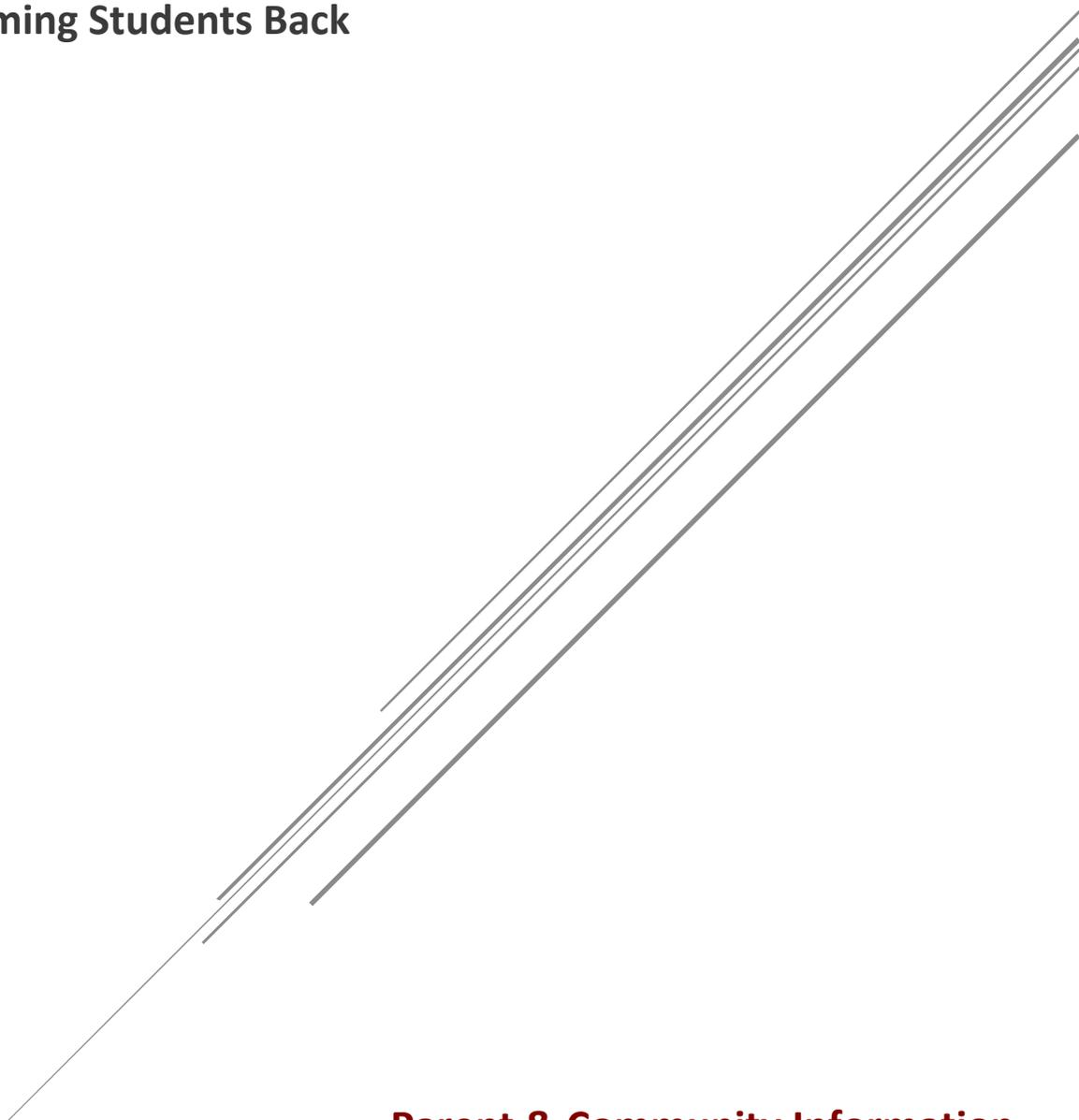


KILDONAN-EAST COLLEGIATE

Welcoming Students Back



**Parent & Community Information
2021-2022**



Kildonan-East Collegiate

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Principal's Message

We are very excited to welcome all KEC Students back to school on September 8th.

Please read through this document for information about the adjustments we have made with a focus on the importance of safety, health, and well-being for our students, staff, and community.

These adjustments have been made following the plan shared by Manitoba Education at the end of August, 2021: [Restoring Safe Schools: Planning Guide for 2021-2022 School Year](#)

You will also find useful information in these documents about our newly designed school timetable for students.

We will continue to communicate regularly with our community when we need to adjust this plan. Adjustments will be based upon direction from Manitoba Education and River East Transcona School Division.

We continue to plan as the beginning of school is fast approaching. We know that families may have questions as we embark on this new adventure of re-defining a Senior Years school. More information, including student schedules, can be found on the Student and Parent Portal. Please look for these prior to school starting on September 8, 2021.

If you have a question, please contact the school.

We are committed to working with parents and caregivers as we navigate the return to school.

Stay Well,

D.F. MacFarlane



Kildonan-East Collegiate

SCHOOL PREPAREDNESS

School Access, Community Use & Entry Process

Restricting access to our school building is a strategy to reduce the probability of an infected person entering the school. Kildonan-East Collegiate (KEC) is implementing a monitored access system for the start of school. This means all **parents or visitors MUST report to the office upon entering the school**. All parents or visitors are expected to use the self-screening tool prior to coming to the school. Masks are mandatory for any parent or visitor who needs to enter KEC.

The safest way to communicate is via email or phone. We ask that parents, visitors, or caregivers reach out to teachers, the school or administrators by these means when you need to talk. Please do not come to the school without first making a formal appointment. Contact information is located on our KEC school website: [Kildonan-East Collegiate contact information](#)

If it is absolutely necessary that a parent or visitor access the school, **please watch for clear direction upon entry in the form of signage and directional floor markings. The office staff will provide further information and will guide you through the interaction safely.**

Everyone who enters KEC MUST monitor for symptoms and exposure. This responsibility resides with the person or their parent/caregiver. Monitoring is to be done using the COVID-19 Shared Health Screening tool at: [Manitoba Health Covid 19 Screening tool](#)

Hand sanitizing stations will be set up at entrances to KEC. Everyone who enters the school should sanitize their hands.

Keeping potentially sick or infected or symptomatic people out of the building helps to reduce the probability of community-based transmission of the virus. **Any person who exhibits signs and symptoms of illness is asked to refrain from entering KEC and to seek applicable health testing.** KEC has a comfortable, private isolation space reserved for anyone who displays Covid-19 symptoms.

While community user groups and school use permits can resume, the exact details of RETLife, City of Winnipeg programming and other community users will be determined as the year progresses and school needs are determined.

Contact information for all visitors and community users **MUST** be maintained for contact tracing purposes and all divisional public health guidance/direction related to COVID must be followed (including mask wearing).

Classroom Transitions, Cohorts, Student Movement Plans

As in-class learning resumes for all KEC students, we are putting measures in place to minimize movement and congestion within the school building. It is critical that students and staff make every effort to maintain physical distancing at all times while in and around the school building.



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All pedestrian traffic inside the school should follow the same concepts as the “rules of the road” and the directional markers. People briefly passing one another in hallways without two metres of physical distance is not considered to be a high risk.

While students will not be scheduled into formal cohorts, we have designed a balanced timetable that has cohort-based aspects, while meeting students’ academic needs and graduation plan requirements to the greatest extent possible. Our timetable also allows us to smoothly transition student schedules to a blended or remote learning model should there be a change to the Pandemic Response Level.

COVID-19 Signage

Manitoba Health and RETSD have provided signage that will be posted in a variety of areas at KEC to communicate public health best practices.

Transportation

RESPONSE LEVEL YELLOW—CAUTION—Buses will be running at regular capacity and assigned seating is an expectation. Fee-for-service will not be offered until such time as ridership and capacity are determined.

While drivers will wear a disposable medical mask, all school bus passengers are required to wear a non-medical mask. These masks should be put on before getting on the bus and taken off after exiting the bus if removal is appropriate for the setting.

To accommodate limitations to wearing a mask at school or on a school bus, information regarding the child’s limitations to wearing a mask must be provided to the school. While a medical note is not required, details such as the date a parent/guardian consulted with a health-care provider regarding their child’s ability to safely wear a mask, and your child’s medical limitations with wearing a mask, is required. Please see the school for the necessary documentation. For those who would like to use a face shield, it must be done in combination with a face mask. A face shield is not a replacement for a non-medical mask. For more details about face mask exemptions, see the linked document: Guidance for Mask exemptions in Schools: https://www.edu.gov.mb.ca/k12/covid/docs/mask_exemption.pdf

We acknowledge that some KEC families will need to implement alternate transportation plans. Please encourage your child to walk or ride a bike. Student parking will also be available at regular rates. If driving your child to school is the only option, please arrange a drop-off and pick-up location at least one or two blocks away from the school. **The bus loop, staff parking lot, and student parking lots are NOT to be used as drop-off and pick-up points.** Thank you for helping us to keep our school grounds safe.



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Self-Screening, Symptom Monitoring Process & Personal Hygiene

Students must stay home if sick or displaying symptoms. Monitoring for symptoms and exposure is to be done using the COVID-19 Shared Health Screening Tool. Symptoms may include:

- Cough
- Headache
- Fever/ chills
- Muscle aches
- Sore throat/ hoarse voice
- Shortness of breath/ breathing difficulties
- Loss of taste or smell
- Vomiting, or diarrhea for more than 24 hours
- Runny nose
- Fatigue
- Nausea or loss of appetite
- Conjunctivitis (pink eye)
- Skin rash of unknown cause

See a more detailed description on the RETSD website: <https://sharedhealthmb.ca/covid19/screening-tool/>

Public health orders are to be followed at KEC. To reduce the risk of infection from COVID-19, students and visitors are expected to take common prevention measures, including regular handwashing with soap and warm water for at least 15 seconds. Dry hands thoroughly. An alcohol-based hand cleanser can be used if your hands are not visibly dirty and soap and water are not available.

It is especially important to clean your hands:

- After coughing or sneezing
- When caring for a sick person
- Before, during and after you prepare food
- Before eating
- After toilet use
- When hands are visibly dirty

You should also cover your mouth and nose with a tissue when coughing or sneezing, or you can cough or sneeze into your sleeve. Throw used tissues in the garbage and immediately wash your hands or use an alcohol-based hand cleanser. <https://www.gov.mb.ca/covid19/prepareandprevent/index.htm>



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Use of Personal Protective Equipment (PPE)

RESPONSE LEVEL YELLOW–CAUTION—Please be assured that all staff who are working across cohorts or schools MUST wear disposable medical masks.

Masks offer an added layer of protection. All KEC students, teachers, staff and visitors are mandated to wear a mask in all schools, other RETSD buildings and buses. Extra masks will be made available throughout the school year at KEC for those who do not have their own.

While mask breaks will be permitted at appropriate times (when seated and/or eating), masks are to be worn by students in all school environments. Masks can be removed when students are outdoors and consistently maintaining distancing.

Parents are strongly encouraged to talk to their children about how to wear a non-medical mask. To put on a mask safely, perform hand hygiene. Place the mask on the face carefully so it covers your mouth and nose, handling it with the strings or elastic ear loops as much as possible, and press the nose bridge to ensure it does not move while it is on. Avoid touching the mask once you have put it on. If the mask needs to be adjusted, hands should be cleaned before and after adjusting the mask. Never pull the mask down below the nose, mouth or chin. Never dangle the mask from one ear or both ears. To remove the mask safely, remove it from behind using the strings or elastic ear loops. Do not touch the front of the mask. Perform hand hygiene after removing the mask. Non-medical masks should be laundered daily.

Some students might require specific interventions or supports that cannot be delivered from a distance. Precautions related to these types of supports vary depending on the needs of the individual student. School staff will be in contact with the families of students who may require this support while at school.

To accommodate limitations to wearing a mask at school or on a school bus, information regarding the child's limitations to wearing a mask must be provided to the school. While a medical note is not required, details such as the date a parent/ guardian consulted with a health-care provider regarding their child's ability to safely wear a mask, and your child's medical limitations with wearing a mask, is required. Please see the school for the necessary documentation.

For those who would like to use a face shield, it must be done in combination with a face mask. A face shield is not a replacement for a non-medical mask. For more details about face mask exemptions, see the linked document: Guidance for Mask exemptions in Schools:

https://www.edu.gov.mb.ca/k12/covid/docs/mask_exemption.pdf

Protocol for Students Who Exhibit Symptoms

If a student develops symptoms while at school, they will be respectfully accompanied to the space we have designated for that purpose. Should our isolation space be occupied, students who are symptomatic will be kept at least two metres away from others. A mask is required by the symptomatic student at all times.

The student's parent/caregiver will be notified to come and pick them up immediately, and instructed to call Health Links at 204.788.8200 or 1.888.315.9257.



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A sick child can return to the school, (see *What Should I Do if My Child is Sick?* and *When Can Students Attend School?* at the end of this document), once it has been determined that it is safe to do so by their health care provider or public health. If that child has a positive test, further direction will be provided by public health.

Protocol if there is a Positive Case in the School

In the event of a confirmation of a case of COVID-19 connected to our school, public health will lead the response and provide guidance. Public health will advise staff and students, if they have been in close contact, whether they need to self-isolate or self-monitor and when they can return to KEC.

Decisions about class or school closures will be made on a case-by-case basis with public health leading the response and providing guidance.

Teachers will support the development and provision of at-home learning packages for students who are isolating or quarantined as directed by public health.

Cleaning & Sanitization Schedule

RETSD has worked diligently to develop a cleaning and sanitizing plan for the re-entry of students. Our KEC custodial staff are aware of and are implementing this plan.

To increase cleaning and sanitation, we are:

- Cleaning and disinfecting with a focus on high-touch surfaces and common areas, however frequency will return to normal practices. Washrooms are the exception, as they require more intensive cleaning.
- Providing hand sanitizer in all areas of the schools as required.
- Ensuring adequate supply of liquid soap and hand towels in all locations. Ensuring all air hand dryers are in working order.
- Procuring disinfectant wipes for IT equipment to ensure shared devices are cleaned in between users.

SCHOOL ROUTINES

School Physical Setting

As per the messaging from the Chief Public Health Officer of Manitoba, schools are safe. Each classroom has been provided with sanitizer to help ensure cleanliness throughout the day. Additionally, soap and water are readily available throughout KEC. In order to help maximize safety, water fountains that are not touchless are closed off or bagged so that they cannot be used. Bottle re-fill stations will continue to be available. Students must supply their own bottle, and these should not be shared.



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Student Attendance

Students are expected to attend in-class learning and to fully participate even if remote learning is required at some point during the year. KEC will work collaboratively with parents/caregivers to support learning for students who are medically advised not to return to school and provide the required medical documentation.

KEC will provide reasonable accommodation for students who have medically complex conditions based on a recommendation of limitations provided by a health-care provider for these students to not attend school. A medical note is required and helpful in better understanding the specific accommodation, as well as preparing for the safe return of the child to school as per regular school practices in supporting students with health needs (not specific to COVID-19). Please contact the school should you need to.

Families who choose to educate their children at home can find more information about homeschooling by contacting:

Homeschooling Office

Manitoba Education and Training

1567 Dublin Ave.

Winnipeg, MB R3E 3J5 Phone:

204.945.8138

Email: homeschooling@gov.mb.ca

Timetable

Senior Years

RESPONSE LEVEL YELLOW—CAUTION—In-class learning resumes for all students.

KEC has created student timetables to reflect the provincial programming, curriculum, and safety guidelines. All students will begin the school year with in-class learning. While students are not formally cohorted, we have built timetables that can ensure a pivot to cohorts if the need arises. This means that student schedules have cohort-based aspects to them, and as such, student-initiated timetable changes will be limited. Considerable efforts have been made to honour students' academic needs, requests, and graduation plans.

KEC operates on a 6 period school day. Our bell times are as follows:

Period 1	8:30am-9:33am
Period 2	9:37am-10:40am
Period 3	10:45am-11:48am
Period 4	11:52am-12:55pm
Period 5	1:00pm-2:03pm
Period 6	2:07pm-3:10pm



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Students are asked to arrive at school as close to their first assigned class time as possible, and to report directly to their classroom as opposed to moving around throughout the building. Students must leave the building directly following their last scheduled class of the school day.

There will be no congregating of students in hallways. This year, students may have open classes (spares) in their school day schedule. Students are encouraged to go home whenever possible during these times. There will be dedicated spaces within the school for students to eat, work, participate in school-based activities, etc., during their spare time. It is imperative that all health guidelines, especially physical distancing, are followed.

Class Breaks & Lockers

Respecting the need to limit congestion and implement physical distancing, KEC will not be assigning lockers at this time. Locker breaks, in the traditional sense, will not be permitted. Students must keep their personal belongings with them as much as possible. We understand that breaks are important to overall student well-being. Teachers will build in movement, mental, and nutritional breaks when it makes sense to do so.

Lunch

Because KEC operates on a 6 period day, there is NOT a dedicated Lunch Hour during which every student in the school is out of class for lunch at one common time. Instead, spares occur throughout the school day, meaning that students have opportunities to eat, do school work, and participate in other school activities at varying times. The exception to this is that all of our Grade 9 students have a common spare during Period 4 of the school day (11:52-12:55).

Students who normally go home during unscheduled times are strongly encouraged to continue to do so. There will be explicit teaching for all students around where they can go during their spare periods, and to eat their lunch, should they need to remain in the building. Students are expected to adhere to these expectations and to follow all appropriate health guidelines.

Students are strongly discouraged from going off site at lunchtime to congregate at local establishments. Parents are encouraged to speak with their child about this important precaution.

Cafeteria Use

Our Cafeteria will once again offer service to students this school year. This may be subject to change depending on evolving public health recommendations. As is always our practice, the KEC Cafeteria will operate following all health guidelines and safe food handling protocols. Microwaves will be available for students who bring their own lunch.

Cafeteria capacity will be limited compared to previous years in order to enhance student safety by allowing for physical distancing. It will be critical for all Cafeteria staff, and all student patrons, to ensure proper hand hygiene practices.



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Our Cafeteria will not offer service on the first day of school. It will open as soon as we are able to do so. Once open, the Cafeteria will offer full service to students during portions of Periods 3, 4 and 5, and *may* offer limited service options during portions of Periods 1 and 2.

Breakfast & Snack Programs

Recognizing the important role that schools play in the overall health and wellbeing of students, KEC will continue to offer breakfast/snacks. This will be done following all safety procedures, and without allowing outside organizations or volunteers into the building to assist with preparation or distribution.

Assemblies

Whole school student assemblies and gathering are not being permitted in RETSD. Smaller or virtual assemblies are a recommended alternative.

Field Trips

All field trips/out of school excursions are permitted as long as the activities follow current public health recommendations and orders at the time.

Overnight trips remain prohibited. This is subject to change. Any change will follow public health recommendations and orders at the time.

Out-of-Canada Education Excursions

Presently, in keeping with Government of Canada guidelines, out of Canada excursions are not permitted as all non-essential travel is not advised.

Volunteers

Since we are in the early stages of re-opening, volunteers will not be permitted. Guest speakers and presenters are encouraged to be accessed electronically. If this is not feasible, providing all Public Health guidelines are adhered to, and the presenter is directly linked to curriculum (this is inclusive of student-specific programming and well-being supports), they can attend the site.

All visitors must adhere to self-screening, physical distancing, and recommended hygiene practices. Visitors with any symptoms consistent with COVID-19 should not enter the school. KEC will keep a list of all visitors. To help protect the health and safety of everyone, masks are mandatory for everyone who enters KEC.



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TEACHING, LEARNING & WELL-BEING

In-Class Learning

As has been directed by Manitoba Education, in-class learning will occur with additional public health measures. While the educational programming will continue to be best practice, some logistical changes may be necessary. These changes will include:

- Requiring masks. Mask wearing will be especially important any time students are not seated or are engaged in group work or one-on-one interactions with a staff member. RETSD views mask wearing as an important strategy to support the health and safety of all, as well as a key to the re-introduction of collaborative group learning experiences that have been impacted by the pandemic.
- Maintaining social distance and hygiene within the classrooms

RESPONSE LEVEL YELLOW—CAUTION—Given that to the greatest extent possible a two-metre distancing requirement is desirable and encouraged within the parameters of all students engaged in in-school learning, schools will be aggressively ensuring that excess furniture is removed from classrooms to support the distancing. The division has provided schools and maintenance staff with detailed instructions to achieve this.

Returning to In-Class Learning

We recognize that students are returning to school with more varied learning experiences than usual, and we plan to support students with recovery learning as needed.

Learning is not a one-time event. It will be viewed as an ongoing process throughout the school year. Learning gaps will be identified and monitored. To support on-going learning, your child's teachers will employ the following approaches:

- Initial assessments will be conducted to provide a starting point for teachers; however, information will continue to be collected
- Teachers will plan for instruction using this information
- Students will be provided with a variety of opportunities to learn and to demonstrate understanding
- Teaching will be focused on goals of building independence and self-motivation so that students have the skills to move to remote learning if required
- Recognizing the uncertainty of the situation, teaching will be planned to ensure that learning continuity is in place for students should further disruptions arise
- The focus of learning will be on understanding, not assignments

The Possibility of All Remote Learning

Students and families need to be prepared for a blended or fully remote learning model that allows for a transition of teaching and learning from in-class to remote with as little disruption as possible. Should this occur, KEC will be in contact with parents to communicate next steps.



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Assessment & Reporting

Students' learning will be assessed on an ongoing basis to ensure that next steps are being appropriately planned for. Learning that occurs in classrooms or remotely will be assessed using good assessment practices that focus on the essential understandings of the curriculum. Additionally, students and parents/caregivers need to be aware that reporting continues to follow the guidelines and policies established by Manitoba Education and reflected in the following RETSD policies:

<https://www.retsd.mb.ca/yourretsd/Policies/Documents/IKAB.pdf>

<https://www.retsd.mb.ca/yourretsd/Policies/Documents/IKA-R.pdf>

<https://www.retsd.mb.ca/yourretsd/Policies/Documents/IKAF.pdf>

<https://www.retsd.mb.ca/yourretsd/Policies/Documents/IKAG.pdf>

Subject Areas & Specialist Classes

All curriculum areas are important and build students' literacy and numeracy knowledge. KEC will continue to offer all subjects, to the greatest extent possible.

Students and caregivers need to be aware that there may be fewer course options than in previous years, and that graduation plans may need to be revisited.

Programming options such as High School Apprenticeship Program(HSAP)/community referenced instruction/work experience/CareerBridge that involve programming that may take place outside of the building is permitted. Specific details will be provided regarding mask use as placement requirements may vary by sector.

Music & Band Programming

Music programming is an important part of a well-rounded education. Music/Band/Choral classes at KEC will be running with the following precautions in place:

- Singing is permitted so long as distancing is followed, and masks are worn.
- The sharing of both music stands, and sheet music is permitted, provided good hand hygiene practices are followed.
- Instruments, including accessories (e.g., drumsticks, mallets) should not be shared. If sharing instruments and accessories is required for equity purposes, then they will be thoroughly cleaned between users.

Extracurricular Sport & Activities

Activities are permitted based on established processes and must follow public health guidelines. Team sport practices can resume at KEC and consideration of inter-school play is under review and will consider guidance from Manitoba High School Athletics Association and other partners. Please know that we value the physical, mental and emotional health benefits of sport and will work diligently to



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ensure that our students can have access to those benefits. Students can listen for announcements and more information about sports and clubs as the school year begins.

Student Specific Programming

As is the case for all students, students with additional needs from K–12 will be receiving in-class learning as prescribed by the province. Programming for students with additional needs may include a student specific plan, such as an Individual Education Plan (IEP) or an Adapted Education Plan (AEP). This collaborative planning will be led by the school team and as needed, supported by divisional staff. If students with additional needs are not able to physically distance, provincial and divisional protocols will guide the necessary next steps.

Bring Your Own Device (BYOD)

To support the use of technology in teaching and learning, Bring Your Own Device (BYOD) guidelines will be in place for all students.

Encouraging students to use personal devices in classrooms:

- Supports the transition between in-class and remote learning
- Extends teaching and learning opportunities using technology
- Provides opportunity for modelling and teaching digital literacy practices that will be required for in-class and remote learning
- Limits the use of shared technology resources

Teachers, students, and parents should be aware of the BYOD guidelines and the related RETSD policies. This DOES NOT mean that students must have their own device. This approach allows students who have their own device to leverage its use in class under the direction of the teacher.

RETSD BYOD Parent Guidelines:

<https://www.retsd.mb.ca/Lists/Publications/BYOD%20Parent%20FAQ%20Aug%202020.pdf>

RETSD BYOD Student Guidelines:

<https://www.retsd.mb.ca/Lists/Publications/BYOD%20Student%20guidelines%20Nov%202017.pdf>

<https://www.retsd.mb.ca/yourretsd/Policies/Documents/GBEE.pdf>

<https://www.retsd.mb.ca/yourretsd/Policies/Documents/IJND.pdf>

Student Access to Devices & the Internet

To ensure all students are ready for a possible move to remote learning, **based on need, each school will identify students** who would benefit from being provided with loaner devices that are to be returned at the end of the school year or before.



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Students who were provided with a loaner device will be given the opportunity to purchase the loaner device at the end of the school year.

To ensure all students are ready for a possible move to remote learning, **based on need, each school will identify students** who would benefit from the opportunity to have the school division provide home internet access through BELL/MTS.

Parents/caregivers are advised to contact the school for support.

Protocol for Shared Equipment

Students can share equipment as needed; however, it is imperative to ensure hand hygiene before and after use.

If possible, staff should limit the use of shared resources. When this is not possible, adequate, and appropriate cleaning must be available.

Well-Being, Wellness & Supports Checks

Student mental health and well-being is a core element of the re-opening planning. It is foundational in ensuring a return to a welcoming environment that supports learning. To this end, KEC will utilize the expertise of parents/caregivers as it relates to their own children. Parents and caregivers know their children the best. To support all the adults who are supporting children, KEC will consider these points:

- Communicate that no one has all of the answers about the impact of the pandemic, but that as a team, we can steer through the pandemic together
- Acknowledge that we need collaboration from adults to support the social-emotional impact of the pandemic on students
- Be open to the concept that students are returning to school with the weight of experiences that they might not have shared yet
- Understand that students will only be as healthy as the adults around them
- Collaborate with parents/caregivers as a coordinated system that gives students hope

As adults we need to remember that children want to be heard. They do not need detailed information about events, but they do need to talk about their feelings. Let them know they can ask questions. We should answer questions honestly, but make sure that the information is suitable for their age level. If answers are not known, it is okay to say so and to look for resources together that can answer their questions.

Remember that children are often listening when others are talking about COVID-19. Adults should consider this and minimize discussions of COVID-19 that are not related to the specific setting. It is important for adults to correct any misinformation as they become aware of it.



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We all need to reassure children that our schools are safe for children when they are consistently following preventative practices, including environmental cleaning, frequent hand hygiene, and routine screening.

Parent and student resources can be found at:

Taking Care of Yourself: www.edu.gov.mb.ca/k12/covid/docs/mpsg_taking_care.pdf

Resources for Students and Adults: www.edu.gov.mb.ca/k12/covid/docs/mpsg_resources.pdf

Kids Help Phone: <https://kidshelpphone.ca/> Stress Hacks at: <https://stresshacks.ca/>

COMMUNICATION

Microsoft Teams

KEC, along with all RETSD schools, use Microsoft Teams as our teaching, learning and communication platform. Your child's teacher will be working, in the first weeks, to ensure that your child can access Teams so that should schools move to remote learning, your child is positioned to continue their learning.

Stay Informed

Both KEC and RETSD are committed to keeping our community informed and engaged. At the divisional level, several structures have been established to support this communication:

Divisional Website: The RETSD divisional website has a section for COVID-19 updates that is clearly visible and regularly updated with any communication and documents. Parents are referred to the website through school communication. [RETSD website](#)

Divisional Social Media Accounts: Current information is provided in a timely manner through Twitter and Facebook. [RETSD schools Twitter](#) and [RETSD Facebook](#)

Divisional Letters: Regular information is provided to all families through letters that are branded with the divisional letterhead and signed by the Superintendent. These letters are distributed through KEC electronically or by hard copy for families who require/request this option.

Two-way Communication: Parents and community members can provide feedback/questions/comments through the RETSD or KEC websites Contact Us feature, Twitter and Facebook comments, regular surveys, through the school administrator and/or their elected school trustee.

At the school level, the following structures support communication:

KEC School Website: [KEC School Website](#)



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KEC School Letters: Sent to families via email or by hard copy if required/requested

KEC School Telephone/Email automated system

TYLER Portals: Notices and announcements will be posted here

Two-way Communication: Communication between teachers and parents/caregivers is the best starting point

Concern Protocol

The staff at KEC strive to make the learning experience a positive, safe and happy one for our students. However, if you have a concern or an issue, please do not hesitate to let the school know. Open communication between home and school is very important to us. If you have a concern, please follow the process below:

- a. Talk to the person most directly involved – your child’s teacher. If you must leave a message, provide a day and evening phone number where the teacher can reach you.
- b. If talking to the teacher does not resolve the issue, talk to the principal.
- c. If you’ve talked to the principal, but the issue has not been resolved over a period of time, call the superintendent’s department at 204.667.7130 or email communications@retsd.mb.ca
- d. If you disagree with the decision of the superintendent’s department, you can make an appeal in writing to the board of trustees.

Policy KE–Concern Protocol: <https://www.retsd.mb.ca/yourretsd/Policies/Documents/KE.pdf>

Policy KE-R–Concerns and Complaints Process:

<https://www.retsd.mb.ca/yourretsd/Policies/Documents/KE-R.pdf>



Kildonan-East Collegiate

What Should I Do if My Child is Sick?



Students should stay home from school if they are sick, no matter how mild the symptoms. If your child comes to school with any COVID-19 symptoms, the school will immediately isolate the student and call parents to pick them up.

If students have one symptom from the Column A or two from Column B, they should immediately get tested for COVID-19.

Column A

Do you have a new onset, or worsening, of any ONE of the following symptoms?

- Fever > 38°C or think you have a fever or chills
- Cough
- Sore throat/hoarse voice
- Shortness of breath/breathing difficulties
- Loss of taste or smell
- Vomiting or diarrhea for more than 24 hours

Column B

Do you have a new onset, or worsening, of any TWO of the following symptoms?

- Runny nose
- Muscle aches
- Fatigue
- Conjunctivitis (pink eye)
- Headache
- Skin rash of unknown cause
- Nausea or loss of appetite
- Poor feeding (if an infant)

When Can My Child Return to School?

If your child gets tested for COVID-19 and is:



Negative: They can return to school after 24 hours of being symptom-free.



Positive: Public Health will provide guidance regarding what is required before your child can return to school.

If your child is sick and you decide not to get tested for COVID-19 the student must self-isolate for 10 days from symptom onset plus 24 hours of being symptom-free before returning to school.





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When Can Students Attend School?



For more information, visit: www.gov.mb.ca/covid19/

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This is a living document and will be updated regularly to ensure it remains current.

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