

Re-opening Plan 2020



Iqra Islamic School



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Iqra Islamic School is committed to provide quality education to its students. The health, safety and wellbeing are the top priorities of Iqra school. It is dedicated to upholding human rights standards and to make education available, accessible, acceptable and adaptable for all students. It also devoted to completing the prescribed curriculum through careful planning for different public health scenarios as follows:

2. In-class learning resumes with additional public health measures.
3. Remote learning from home, with limited use of school facilities.

Focused on preventive actions, Iqra prioritizes to develop plans to maximize social distancing, instruct students and staff in proper hand hygiene and develop cleaning procedures for the school in accordance with Manitoba Health guidelines. Along with physical health and well-being, it also pledges to prioritize social emotional well-being of the staff, students and their families. It is pivotal for the success of EAL students to provide all communications to parents/guardians of EAL learners in their preferred language to ensure that families have equitable access to important information regarding their children's education. It also strives to explore different venues of communication and teaching to help the students and their families in these unprecedented times.

Level 1 In-class learning resumes with additional public health measures.

Institutional Preparedness

The following measure will be taken before and during the reopening of the school.

1. School will follow the cleaning regime including cleaning the high traffic area, doorknobs and keyboards to ensure that the school is clean and virus free.
2. Washroom will be cleaned and sanitized every 1 hour to help prevent spread.
3. Students will carry washroom passes to ensure only 2 students are using the washrooms at a time.
4. Teachers will set routine for hand hygiene before and after snacks, lunch, gym and using the washroom.
5. Teachers will have hand sanitizers for students available on the hand sanitizing stations in each class.
6. Each class will follow the self screening guidelines established by Manitoba health. Teachers will explain to students these guidelines on the first day of school.
7. Students or staff exhibiting symptoms will be sent to an isolation room (a room specifically allocated for isolation). Their family will be notified and instructed to call Health Links for direction. 204-788-8200.
8. Information about physical distancing, cleaning and other public health measures to help schools prepare for in-class learning will be posted in the hallways, entrance and classrooms.
9. A staff will be posted on the entrance to make sure that only students are entering the school. Parents will be asked to book appointments to meet office staff or teachers.
10. Arrows will be placed on the floor of the hallway to ensure social distancing.

11. Students will be encouraged to walk in lines following the social distancing protocol.
12. Students will be prohibited to share food or water bottles.
13. Toys and equipment that can not be sanitized regularly will be removed from the classroom and will be stored in the storage.
14. Middle school students will be encouraged to bring their own equipment with name tags to avoid the spread.
15. School will contact the school nurse for support and information for staff and students.
16. Gym and laboratory maintaining two meters physics distancing. Students will bring their own lunch and eat them in the classroom instead of in the dining hall while ensuring the safety of children with allergies.
17. There will be at least one meter of physical distance between the students as they sit in their desks, however where possible two meters distance will be maintained.
18. All staff, volunteers and parents will sign-in upon entering the school and provide contact information. They will also sign-out when exiting the building. The signing sheet is located in the entrance of both 404 Webb Place and 65C The Promenade for contact tracing if virus tracing be necessary.
19. Photocopiers will be disinfected after each use.
20. In case of positive COVID 19 case the school will contact Public health to advise staff and students to self-isolate and when to return to school.

Staff Preparedness

1. Teachers will attend workshops to create activities to ease students' anxiety about COVID.

2. All staff as well as volunteers will be oriented to new public health on September 2, 2020. This orientation will include self monitoring tools, isolation protocol and parent contact procedure. It will also include lunch safety and social distancing practices.
3. Staff with an underlying health condition may work from home with a doctor's note indicating the risks that make them more vulnerable to exposure to COVID-19.
4. Professional development workshops will be conducted to help teachers form recovery learning and collaborative planning on September 2 and September 3. PD focus for rest of year should also be on COVID priority areas, which also include mental health and well-being, and remote learning strategies.
5. Teachers can schedule monthly conferences with the principal to help reduce their anxiety and concerns related to the pandemic until it's over. Teachers can also access the virtual therapy program available:

<https://www.gov.mb.ca/covid19/bewell/virtualtherapy.html>

Learning Preparedness

1. In September, teachers allocate time in their schedule for reorientation to classroom routines, collaborating with parents and orient students to social distancing and safety protocol.
2. Teachers will prepare a recovery plan for the students who were unable to participate in remote learning after the diagnostic assessment, conferences with parents, previous year teachers and students. They will prepare a collaborative learning plan so that the parents and students will be on board for a flexible recovery plan.
3. Teachers will include differentiation and project-based learning to allow the implementation of recovery learning to vary according to the needs of the students.

4. Teachers will be able to rearrange schedules and school calendar based on curricular priorities after submitting the rationale for change to principal.
5. Teachers will train students and parents to use the online learning platform.
6. School will follow the subject area time allotment guideline provided by Manitoba Education; however, greater emphasis will be on literacy and numeracy after assessing the impact of suspension of the in-class learning.
7. Grades will have their recess and lunch in a different time (rotation model) so that the students have less exposure to other students and staff. The school has already staggered lunch and recess time for each class to minimize contact and traffic in the washroom.
8. The school will ensure that the students and teachers have access to the internet during school hours and will assist the students, without access to any device at home, to get devices.
9. Teachers will be encouraged to plan outdoor field trips while practising social distancing.
10. Assemblies and school events will be done in rotation to ensure that all classes will participate in the events.
11. School will limit any nonessential visitors, volunteers, and activities involving external groups or organizations as possible, especially with individuals who are not from the local area.
12. School will limit potential exposure among students by keeping groups of students (cohorts), together throughout the day.
13. Grade N and K will be divided in two groups and will attend the school in rotation morning and afternoon. Children of the parents who will ask for a full day kindergarten,

will remain in the school in a separate area with an Educational Assistant under the supervision of the certified teacher.

14. Grade 1 to 5 will follow the school schedule maintaining social distancing. Iqra school will have masks at hand to give to the students in grade 4 and above who will need masks. Masks will also be kept in the school to give the students if they become ill.
15. Teachers will only use gym activities in which social distancing will be practised. The school has planned physical activities that require no equipment. Use of common gym equipment will be allowed with enhanced sanitation. All equipment will be sanitized after each use.

Students and Families Preparedness

1. Students will be expected to attend in-class learning. All Students in Kindergarten through Grade 8, will be in class full days, five days per week.
2. Students who are unable to return to school due to personal or family health risks factors related to COVID-19 will be supported in remote learning.
3. Parents will be informed about the attendance and participation via email and the note will be posted on the school website in August.
4. Teachers will reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students.
5. Teachers will orient students to respiratory etiquette (cover coughs and sneezes with a tissue or elbow). Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
6. School will post the social distancing protocol, hand washing and respiratory etiquette on the website and posters throughout the school.
7. School will send a detailed email to the parents about social distancing, hand hygiene and respiratory etiquette in August. The students with symptoms will stay at home

and contact Health Links for direction. 204-788-8200. The email will also encourage the parents to prepare a back up plan in case of illness.

8. If a student will have flu-like symptoms or exposure to Coronavirus, the parents will be able to arrange distance learning with the teacher via teleconference.
9. Parents will be encouraged to transport students to the school. The school will not provide any transportation service.

Level 2: Blended Learning

Institutional Preparedness

The following measure will be taken before and during the reopening of the school.

1. School will follow the cleaning regime including cleaning the high traffic area, doorknobs and keyboards to ensure that the school is clean and virus free.
2. Washroom will be cleaned and sanitized every 1 hour to help prevent spread.
3. Students will carry washroom pass to ensure only a limited number of students are using the washroom.
4. Teachers will have hand sanitizers for students available on the hand sanitizing stations in each class.
5. Students coming for the weekly conference or appointment will sanitize their hand and follow the self screening guidelines before entering classrooms.
6. Students or staff exhibiting symptoms will not be allowed to enter the school.

7. Information about physical distancing, cleaning and other public health measures to help schools prepare for in-class learning will be posted in the hallways, entrance and classrooms.

8. A staff will be posted on the entrance to make sure that only students are entering the school. Parents will be asked to book appointments to meet office staff or teachers.

9. Students will not be allowed to bring lunch during the meetings with the teachers as the meeting are two hour long only.

10. Water fountains will be closed for the staff and students use. They will be encouraged to bring their own water bottles.

Staff Preparedness

The following measure will be taken before and during the reopening of the school.

1. School staff will be working from school. Staff with an underlying health condition

may work from home with a doctor's note indicating the risks that make them

more vulnerable to exposure to COVID-19.

2. Teachers will attend workshop onto create activities to ease students' anxiety

about COVID.

3. All staff as well as volunteers will be oriented to new public health on September

2, 2020. This orientation will include self monitoring tools, isolation protocol and parent contact procedure. It will also include lunch safety and social distancing practices.

4. Staff with an underlying health condition may work from home with a doctor's note indicating the risks that make them more vulnerable to exposure to COVID-19.
5. Professional development workshops will be conducted to help teacher form recovery learning and collaborative planning on September 2 and September 3.
6. Teachers can schedule monthly conferences with the principal to help reduce their anxiety and concerns related to the pandemic until its over.
7. Teachers will be allowed to wear personal protection equipment (PPE) in the school, however, the school will not provide the PPE for the staff.

Learning Preparedness

The following measure will be taken before and during the reopening of the school.

1. Iqra school will adopt the Enrich virtual blended learning. In enrich virtual blended learning the students' focus is on completing online coursework while only meeting with the teacher on designated days. The purpose of face to face instruction is:

a) Enrich students' learning experiences with group-based work or teacher-led instruction.

b) Hold students accountable via regular in-person check-ins with their teachers.

2. Students will be divided into cohort. Students will attend classes on rotating basis so that some students.
3. The school will use Microsoft Teams as the online learning platform. It will allow the teachers to upload assignments, worksheets and interact with the students regularly via Microsoft Team calling option.
4. Learning will be provided to the students through remote learning platform on the day they stay at home.
5. Grades K to 2 teachers will make students centered play-based lessons to engage and motivate the students. They will use videos, video conferencing and worksheets to engage the students. To prevent the spread of the virus, only students with special needs or recovery plans will have face to face instruction during the designated day and hour.
6. Grade 3 to 5 teachers will focus on student centered project-based activities. They will focus on completing the curriculum and motivating students to be engaged in online learning by video conferencing to explain complex concepts as needed.
7. Grades 6 to 8 students will be engaged in synchronous and asynchronous activities. Synchronous learning provides more opportunity for immediate feedback, allowing learners to make immediate adjustments to skill, knowledge and performance.

Synchronous activities such as hosting guest speakers, PowerPoint presentations, structured brainstorming and questions and answers sessions. Asynchronous activities will encourage students to be creative and work on their passion projects.

Asynchronous activities such as case study, passion projects and role playing.

8. The teachers will prepare the schedule to meet the students at least twice a month for the mainstream students and once every week with the students with recovery plans.

9. The teachers' day will be divided in two parts:

a) Morning from 9:00 am to 12:00 pm will be for remote learning

b) Afternoon hours after lunch will be for the appointments with the students, lesson planning and giving feedback to the students.

10. Teachers will be engaged in training sessions during the first two non-instructional days for blending learning and orientation to the online learning platform.

11. School will provide constant assistance to the teachers to help them familiarize with the online learning platform.

12. If some students won't have access to devices or the internet the school will make printed packages of the worksheets for the students on a weekly basis.

Students and Families Preparedness

The following measure will be taken before and during the reopening of the school.

2. Students will be expected to attend remote learning and show active participation throughout the remote learning period.
3. Parents will be informed about the attendance and participation via email and the note will be posted on school website in August.
4. School will post the social distancing protocol, hand washing and respiratory etiquette on the website and posters throughout the school.
5. School will send a detailed email to the parents about social distancing, hand hygiene and respiratory etiquette in August. The email will also encourage the parents to prepare a back up plan in case of illness.
6. A detailed email about the login information and active participation in remote learning will be sent to the parents by September 3.
7. A video about the sign-up process in the remote learning platform, submission of assignments and sending message to the teachers will be posted on the website
8. Parents will be contacted regularly via phone or email about their children's participation and progress.

Level 3 Remote Learning

Teachers will divide the students into small groups and use the remote learning platforms to teach students online, assign assignments and video conferencing. School will also use the project-based approach to assess the students progress based on their individual performance. Breakout rooms in Zoom will be used for group discussions and group work.

