



March 15, 2020

Att: Parents and Guardians of Western School Division Students

As you are all aware we are facing an unprecedented global challenge with COVID-19. **The following information is accurate at time of writing.** Things are changing rapidly so please check www.westernsd.mb.ca for updates.

Parents have the authority to decide if they want their children to attend school this week.

Public health officials are recommending all international travelers should self-isolate and self-monitor for symptoms for 14 days after returning to Canada.

Activation of Pandemic Plan

- Our Pandemic Plan was activated mid-afternoon Friday, March 13 and will be in effect until further notice.
- The **Business Continuity Team** (listed in the Pandemic Plan) met for several hours on Saturday afternoon to review the plan and assess the current situation.
- **School and Senior Administration** were invited to a meeting this afternoon to prepare for the coming week.

Procedures for Ill Students

- Parents are requested to keep ill students home.
- Parents will be called to pick-up a child who is ill at school. Each school has a designated **Isolation Room** that will receive special cleaning if used for this purpose where ill students will wait for parents to pick them up.

Government Direction – Suspension of Classes (subject to change by government)

The decision has been made to suspend classroom teaching in schools effective March 23, 2020 for three weeks, including the week of spring break. This will allow time for families, educators and school divisions to plan for alternative arrangements while the number of presumptive and confirmed cases remains low. Suspending in-class learning is a proactive response to slow the spread of COVID-19 and to prepare schools to the greatest extent possible.

Monday, March 16 to Friday, March 20

- School will be open and all instruction is to occur as per usual. RRTVA programs will operate.
- Restrictions outlined in the Pandemic Plan are in force.
- Report Cards for K-8 students will go home on Tuesday, March 17.
- Student Involved Conferences are suspended. The division is considering the best means of reporting to parents. More information will be shared with parents later this week.
 - Friday, March 20th will be regular classes for students.

Monday, March 23 to Friday, April 10

- No classes for students

Monday, April 13th

- Class may resume.
- To be determined by Government.

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Planning is underway for schools to provide as much continuity as possible in the education of students by preparing materials and exploring tools to deliver education remotely. Government will continue to monitor and assess the situation and changes will be reported and planned for accordingly.

Restrictions Due to Pandemic Plan

A full list of restricted activities is listed in the Pandemic Plan (section 11), however a few important ones are listed here for parents:

- **After-hours activities/Access to schools** – after-hours access to schools is cancelled. Schools will only be open to students 30 minutes before and 30 minutes after the school day ends.
- **Extracurricular activities and clubs** – all extracurricular activities are cancelled.
- **School cafeteria/ food services** - **The cafeteria will be open on Monday, March 16. It will be closed on Tuesday, March 17 until further notice. *Students at ÉMMS will eat lunch in their classrooms until further notice.***
- **Hot lunch days** – scheduled hot lunch days will be cancelled.
- **Student Conferences/Parent-teacher interviews are postponed**– student conferences are postponed until further notice. ***March 20th will be a full regular school day.*** Buses will run.
- **Student transportation** – student buses will maintain regular schedules while schools remain open.

Current Contact Information

Parents are reminded this is a great time to make sure schools have your correct contact information. Also please ensure you have provided an emergency contact person as well.

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