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|  | **Transitioning Back to School** |  |
|  | **Reopening Checklist** |  |

**Take Care of Self**

* **Reflect**
* **Assess**
* **Plan**

**Prepare Environment**

* **Prepare Physical Environment (MoE Regulations)**
* **Modify/Create School Policies**
* **Engage Parents** 
  + **Inform of changes to physical environment and school policies**

**Prepare Staff**

* **Plan for Staff Wellbeing**
* **Equip Staff** 
  + **Professional Development**
  + **Psychosocial Support Team**

**Prepare School Community**

* **Create Welcoming Environment/Safe Space**
  + **School**
  + **Classroom**
* **Plan for Social Emotional Learning**
  + **Parent Engagement**
  + **Student Engagement**

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|  | **Transitioning Back to School** |  |
|  | **Prepare Staff** |  |

**Plan for Staff Wellbeing**

Your school is like your second home. This is where you spend most of your waking hours.

**Reflect**

* What is your school environment/culture like?
* How do you feel when you go to work?
* What is your relationship like with your peers?
* What is you relationship like with your administrators?

**Assess**

* What is in place at your school to promote staff well-being?
* Is there an area particularly for staff, like a lounge or staff room, where staff members can go to take a breaks?
* Does the staff make use of the things in place?
* How do you want to feel (as a staff) returning to work?

**Plan**

* What would your staff need to do so that everyone can feel the way you want to feel (as a staff) returning to work?
* What would you like to see happen in your school that would help to promote staff well-being?

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|  | **Transitioning Back to School** |  |
|  | **Prepare Staff** |  |

**Equip Staff – Psychosocial Support Team**

What resources/services are available in your school community? How can you access these resources/services?

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| **Support Service** | **Contact Information** | **How to Refer** |
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| **Support Service** | **Contact Information** | **How to Refer** |
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|  | **Transitioning Back to School** |  |
|  | **Prepare School Community** |  |

**Create a Welcoming Environment/Safe Space**

What comes to mind when you read the following terms?

**Welcoming Environment** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Safe Space \_\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Think about your school, does it align with what you wrote above as a WELCOMING ENVIRONMENT and SAFE SPACE? Why or Why Not?

Think about your classroom, does it align with what you wrote above as a WELCOMING ENVIRONMENT and SAFE SPACE? Why or Why Not?

What would need to happen in your school to make it a WELCOMING ENVIRONMENT and SAFE SPACE?

What would need to happen in your classroom to make it a WELCOMING ENVIRONMENT and SAFE SPACE?

If we are forced to return to distance or virtual learning, how do you plan to create a WELCOMING ENVIRONMENT and SAFE SPACE for your students?