



CITADEL MIDDLE SCHOOL

Preparation at Home

Following are measures to be undertaken at home:

Health & Safety/Screening

- Perform daily morning health checks before your child attends school
- Review with your child the importance of compliance with hand washing, avoidance of touching the face, keeping physical distance and avoiding physical contact
- Remind your child to cough or sneeze into their arm
- Have conversations regarding the importance of following rules at school
- Arrange with principal if you require access to the school: do not enter the school without prior arrangement (contact information below)

Drop-Off and Pick-Up

- Read carefully the information provided in this letter regarding drop-off and pick-up of students
- Do not enter the school with your child and wait at entrances only if necessary
- Drop off and pick up your child promptly at their schedules start and dismissal times. This assists us in maintaining safety and physical distancing.

Absence Reporting/Communication with School

- Report all absences to the school either by phone 604-945-6187 or by email to your child's core teacher
- **IMPORTANT:** Report to the school if your child's absence is due to symptoms of illness.

Supplies & Lunches

- Students are strongly encouraged to bring laptops and devices used at home for remote learning to school
- In addition to a laptop/tablet, only basic supplies i.e. pen, pencil, pencil crayons are necessary if your child has no supplies remaining at the school

- Ensure that your child's belongings can be stored in their backpack; students will need to take all of their belongings home with them at the end of the day
- Students should bring their own lunches and snacks and pack the necessary utensils; microwaves will not be available at school
- Students should also bring filled water bottles; school water fountains have been turned off
- Students will have an opportunity to continue working on their explorations passion projects at school – where possible, students should bring the necessary supplies with them
- The vending machines at school are not available and have been emptied

School Environment

Part of the gradual move to in-class instruction involves school density targets established by the BC Ministry of Education. These targets have necessitated that schools organize students into scheduled groupings that meet requirements for the numbers of students we can welcome to our school sites. The following is information pertinent to our school:

Health & Safety Measures

- Students will be asked to wash their hands upon entering the school. We will also be asking students to wash their hands before and after breaks and before and after transitions to different activities. There will also be hand sanitizer available in team areas for students to use.
- Each core team will have a designated entry and exit to the school; they will use this in before and after school and during transitions from indoor to outdoor activities and vice versa.
- Students will be working in the core classroom while in the building; students will not be changing classrooms; explorations classrooms, the learning commons, computer lab and gym will not be available
- Core teams will have designated bathrooms for their students to use

Absence Reporting and Parent Access to School

- If your child is scheduled to be at school but will not be attending, please call the office at 604-945-6187 or email your child's core teacher.
- If your child is schedule to be at school but is absent and we haven't heard from you, a staff member will call home as per regular process.
- We are asking that parents/guardians not enter the building. If you require access for any reason, please contact the office at 604-945-6187 or lywong@sd43.bc.ca to schedule a time.

Student Schedules (by core teacher)

	Ms. Dawson Ms. Weir Ms. Grigg	Ms. Angst Ms. Cameron/Mr. Mehlretter Mr. Goring/Mrs. Hughes/Mr. Ross	Ms. Bjerke Mr. Lee Ms. Marcone
Monday	<ul style="list-style-type: none"> • Student with last names starting with letters A-L attending • Student arrive at 9:00am and are dismissed at 2:30pm • Students enter and exit through the courtyard doors at the back of the school in the explorations/tech ed wing 	<ul style="list-style-type: none"> • Student with last names starting with letters A-L attending • Student arrive at 9:15am and are dismissed at 2:45pm • Students enter and exit through the courtyard doors at the back of the school near the library 	<ul style="list-style-type: none"> • Student with last names starting with letters A-L attending • Student arrive at 9:30am and are dismissed at 3:00pm • Students enter and exit through the doors outside the Team Thunder area (near the back of the staff parking lot)
Tuesday	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>
Wednesday	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>
Thursday	<ul style="list-style-type: none"> • Student with last names starting with letters M-Z attending • Student arrive at 9:00am and are dismissed at 2:30pm • Students enter and exit through the courtyard doors at the back of the school in the explorations/tech ed wing 	<ul style="list-style-type: none"> • Student with last names starting with letters M-Z attending • Student arrive at 9:15am and are dismissed at 2:45pm • Students enter and exit through the courtyard doors at the back of the school near the library 	<ul style="list-style-type: none"> • Student with last names starting with letters M-Z attending • Student arrive at 9:30am and are dismissed at 3:00pm • Students enter and exit through the doors outside the Team Thunder area (near the back of the staff parking lot)
Friday	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>

	Ms. D'Alfonso/Ms. Ong Ms. Lee Ms. Skucas	Mme. Blackburn Mme. Gordon Mr. Boskovich	Ms. Thomas Ms. McDonnell Ms. Sayers/Ms. Strocel
Monday	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>
Tuesday	<ul style="list-style-type: none"> • Student with last names starting with letters A-L attending • Student arrive at 9:00am and are dismissed at 2:30pm • Students enter and exit through the main doors at the front of the school 	<ul style="list-style-type: none"> • Student with last names starting with letters A-L attending • Student arrive at 9:15am and are dismissed at 2:45pm • Students enter and exit through the courtyard doors at the back of the school near the library 	<ul style="list-style-type: none"> • Student with last names starting with letters A-L attending • Student arrive at 9:30am and are dismissed at 3:00pm • Students enter and exit through the courtyard doors at the back of the school in the explorations/tech ed wing
Wednesday	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>
Thursday	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>	<i>Remote learning continuing at home</i>
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