



Important Information – Please Translate

這是一份重要資訊 — 請找人為您翻譯 這是一份重要信息 — 請找人為您翻譯

Mahalagang Impormasyon - Paki salin sa sariling wika

Thông tin quan trọng - Xin tìm phiên dịch

ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ-ਮਿਹਰਬਾਨੀ ਕਰਕੇ ਅਨੁਵਾਦ ਕਰੋ/ਕਰਵਾਓ

महत्वपूर्ण जानकारी - कृपया अनुवाद करें

중요한 정보 - 번역 부탁드립니다

Información importante - Por favor traducir

معلومات مهمة - الرجاء الترجمة

重要な情報-翻訳してください

اطلاعات مهم - لطفا ترجمه کنید

August 28, 2020

Dear Heritage Woods Parents,

I apologize for the length of this email, but there is lots to cover! Try to digest as much as you can and I will follow up with more explanation next week. The key is to complete the survey regarding your kids plans to return (link is in the email below). We hope to see everyone back!

We are getting ready to welcome students back to school in a safe and controlled manner. With all of the changes unfolding it is taking longer than normal and we truly appreciate your patience. The Ministry of Education announced that BC schools will open in Stage 2 where students are encouraged to attend daily as schools will not be able to provide the remote learning options that we did in June. Students will start school on **Thursday, September 10th or Friday, September 11th**, You can read more

here: <https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/safe-caring-orderly/k-12-education-restart-plan.pdf>.

On Tuesday, September 8th and Wednesday, September 9th staff will be reviewing and implementing safety procedures within the school (students are not in attendance).

We have worked under the guidance of public health authorities and the Ministry of Education to develop a plan so that students and staff can learn and work together safely. We are ready to welcome your child back to school. We will strive to keep learning as the focus, but school *will* look different as health and safety are critical factors in our planning. Some of the many actions taken to safely restart school this September include:

Health and Safety

- Daily health screening check for students (by parents) and staff before arriving at school.
- Students who are ill (cold, flu or [showing Covid-19 symptoms](#)) must stay home. If a child becomes ill during the school day, they will be isolated from their Learning Group/class and the parents contacted to come and pick up as soon as possible.
- Families arriving from outside of Canada must self-isolate for 14 days before entering school.
- There will be enhanced cleaning protocols especially focused on high touch points (doorknobs, faucets, etc.).
- Teachers will be encouraged to take their class outside more frequently where appropriate.
- HWSS is adopting a staggered schedule to reduce congestion and promote physical distancing at drop off/pick up times and during transitions.
- There will be no large gatherings (assemblies, special events, open house) at this time.
- No sharing of food or drinks.
- Parents and visitors must make an appointment to meet with staff. There will be limited access to the building by parents and visitors. All visitors must sign in for the purpose of contact tracing. Virtual meetings will be an option for staff and parents.
- We ask parents to practice physical distancing (staying apart 2m) when on school grounds. This is for your safety, the safety of staff and students and is good modeling for our students.
- All visitors will be required to complete a health self-check and follow all other safety protocols
- **All students will participate in a safety orientation on September 10th or 11th**

MASKS:

- Masks must be worn outside of classrooms (when entering, exiting, hallways, common areas, etc. due to the unpredictability of maintaining physical distancing indoors).
- Learning Groups (AM—Block 2): Masks are not required because this group is considered a cohort. We are still encouraging students to wear masks in their Learning Groups, but it is optional.
- Hybrid Class (PM): Masks are not mandatory because class-sizes will be smaller and physical distancing more possible. We are still encouraging students to wear masks in their hybrid classes, but it is optional.
- Masks are not required outdoors, but students are to ensure physical distancing.

There will be instances where mask use may not be appropriate as long as physical distancing can be maintained, but as a rule, we are saying that students should be wearing masks everywhere inside the building except when they are in their classrooms. Staff will be following

similar guidelines except when their teaching requires them to have their mask off (in which case physical distancing will be required -- unless it is with their Learning Group).

Learning Groups

- A [Learning Group](#) is defined as a group of students and staff who remain together for an extended period of time and who interact primarily with each other.
 - In the Coquitlam School District, the Learning Group will be your child's block 2 classmates and any staff assigned to work with the students on a regular basis, like the class's teacher.
 - Within the learning group, there will be less emphasis on physical distancing, but physical contact is discouraged.
 - Masks are not required but at HWSS we are encouraging their use even in the Learning Group
 - Secondary schools are being organized in quarters: Q1, Q2, Q3, Q4 (8-9 weeks in duration)
 - The Ministry of Education has stated that Learning Groups cannot exceed 120 people at secondary school. In many instances, our learning groups will be significantly smaller.
 - A typical student schedule will have 2 courses per quarter, at times 3. One course will take place in their Learning Group (Block 2) and the second will occur in a physically distanced environment twice per week and remotely for the remaining days of the week. Courses outside the Learning Group will be smaller in size.

Sample Schedule for Quarter 1: We are using Blk 2/4 for Qtr 1, then Blk 3/5 for Qtr 2. This is for staffing reasons.

On Student X's schedule, Math is in Block 2 and PE in Block 4:

Blk 2: Math (attend school M-F for 2 hrs every morning for approx. 4 weeks)

Blk 4: PE (attend school 2 days per week/other 3 days on-line for approx. 4 weeks)

(After 4 weeks, the courses flip: attend Math 2 days per week/other 3 days on-line and attend PE M-F for 2 hours every afternoon).

*For the afternoon class, students with last names starting with A-L attend Monday/Thursday and students with the last names starting with M-Z attend Tuesday/Friday (Wednesday is on-line only).

**If alphas are unbalanced the class will be divided numerically.

- If students interact with students or staff from other learning groups, they are to practice physical distancing and wear a mask. In some cases, specialist teachers who work with students from different learning groups (ie. Learning assistance or English as a Second Language) will wear a mask if they cannot maintain physical distancing.

Educational Programming

- Our school will be focused on providing in-class instruction during Stage 2 as well as remote learning as assigned to each student's schedule.
- Student well-being will be guiding educators in planning and supporting the successful return of students to school.
- Electives will continue to be offered and will appear on students' quarterly schedules. Instruction and programming could look significantly different depending on the curricular area as we endeavor to meet health and safety guidelines.
- Students with disabilities/diverse abilities will continue to be supported by the goals outlined in their IEP
- Regular health and safety practices (frequent hand washing) will be part of the educational program.
- Students will continue to receive report cards.
- Parents of children who are medically diagnosed as immunocompromised by a physician should contact me by Tuesday, September 1st. The following links are provided for your reference:

<http://www.bccdc.ca/Health-Info-Site/Documents/COVID-19-IS-Children-FAQ-BCCH.pdf>

<http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19-easing-social-distancing-IS-children.pdf>

- No lockers will be assigned at this time (may be exceptions for Band and PE)

Course Schedules:

* Gr 10-12 students will be able to access their schedules on the Student Portal sometime next week. A notification will be sent when the Portal is open

* Gr 9s will receive their schedules on Sept 10 or 11 when they attend their safety orientation

**Due to the current environment we will be focusing on Q1 courses and the rest of the schedule will be tentative for the time being

***The ability to make changes to schedules will be extremely limited due to the inability to change Learning Groups (consideration will only be made for duplicate courses, pre-requisite issues, summer school completion/failure, or post-secondary requirements for Grade 12s). More detailed info to follow on Course schedules and potential changes in the coming days.

We look forward to welcoming students back to school on either Thursday, September 10th or Friday September 11th. We need to schedule them into small groups for safety orientations since the Learning Groups will not have been formed yet. So, half of the kids will come in on Thursday and half on Friday, staggered throughout the days (we will forward the schedule when it is ready). They will be in attendance for approximately 60 minutes. Students will be provided with a mask and will be asked to wear it when in the

building. If a student already has a mask, we ask that they wear it to their safety orientation.

Students will begin their classes on Monday September 14, 2020. Please see the attached bell schedule.

*FLEX is not the same as our traditional HWSS Flex block. In this case it is an optional block meant to provide students who have their afternoon class on-line time to get home. It can also be used for students to get extra help from teachers or as an extended break.

*We are still working on what the lunch break will look like for the students staying for their afternoon class. Most likely, students will be asked to eat in their classroom or outside. I will send the info when the plan is finalized in the coming days.

SURVEY:

We need to know how many students are returning to school or what your plans are if you are choosing an alternative educational plan. It is critical that you complete the survey to give us this information. If you are choosing an alternate educational program, such as distributed learning or homeschooling, we cannot guarantee that your child can return to our school if you re-evaluate your plans later in the year. Please contact me if you are undecided.

I have included the link for the survey: **Please complete by Tuesday Sept. 1 at 4:00PM**

https://forms.office.com/Pages/ResponsePage.aspx?id=74xl2ZICUkKZJWRC3iSkSztHHFzn_CJMmPkZlIRbxYIURENRTVNPQTRCM0NNUkswQjFTRI4N0FLRy4u

Please note that the Provincial Health Officer and the Ministry of Education may decide to move to different stages in response to Covid-19 situation in British Columbia and we will inform you should this occur, advising next steps.

Please find attached a document for your review titled 'Stage 2 Health and Safety Protocols: K-12 – For Teachers and Support Staff'.

I will be following up with more information early next week.

Please email me with any questions that you have. I look forward to working with your family this year.

Sincerely,

Todd Clerkson

Principal

HWSS

