



**WEST VANCOUVER SECONDARY SCHOOL**

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 <p><b>WEST VANCOUVER SCHOOLS</b></p> <p><b>IMPORTANT INFORMATION PLEASE HAVE THIS TRANSLATED</b></p> <p><b>RENSEIGNEMENTS IMPORTANTS</b> Prière de les faire traduire.</p> <p><b>重要資料</b> 請找人為你翻譯</p>	<p>これはたいせつなお知らせです。 どなたかに日本語に訳してもらってください。</p> <p><b>알려드립니다</b> 이것을 번역해 주십시오</p> <p><b>CHỈ DẪN QUAN TRỌNG</b> Xin nhờ người dịch hộ</p> <p><b>ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ</b> ਵਿਰਮਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉੱਲਥਾ ਕਰਵਾਓ ।</p> <p><b>INFORMACIÓN IMPORTANTE</b> Busque alguien que le traduzca.</p>	<p><b>اطلاعات مهم و سودمند</b> لطفاً از یک نفر بخواهید که برای شما ترجمه کند</p> <p><b>ITO AY MAHALAGANG IMPORMASYON</b> Isalin sa wikang tagalog kung hindi maintindihan</p> <p>يرجى ترجمة هذا معلومات هامة</p> <p><b>ВАЖНАЯ ИНФОРМАЦИЯ</b> Переведите это, пожалуйста.</p>
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### Dear WVSS families and students,

With guidance from the Provincial Health Officer, students will be able to return to in-person instruction on a part-time basis starting June 1st for the remainder of the current school year. In order to aid your decision on whether your child will be returning, we wanted to share the structures and timetable that we have put in place. To minimize the risk of Covid-19 contamination, the total number of students will be kept to a maximum of 20% of the student school population at a time.

Last week Superintendent Kennedy shared information about the return to in-class instruction and asked all families to share their intentions with us so we could plan appropriately to meet the Provincial Health and Ministry of Education guidelines as well as the needs of our community. We received over 80% participation and 53% have indicated that they are “definitely” or “likely” to return in June.

In adherence to all of the Provincial Health and Ministry of Education guidelines, we have created a June Secondary Timetable. Please understand that this is a challenging undertaking as we have to balance: access to 1 day a week of in class instruction, 20% student density limits, an 8-block rotation, a remote learning schedule and a limited number of school days remaining in the year.

The purpose of our return to in-person instruction is for students to reconnect with their school in a purposeful and meaningful way. Students will re-establish connections, cement learning which occurred over the past two months, engage in additional learning opportunities and bring closure to the school year.

## **1 - The Plan:**

- Students will be divided into 4 equal cross grade groups (A, B, C, D)
- Each group will be scheduled for one day a week of classes
- There are 3 x 45-minute periods followed by a 35-minute FLEX tutorial block
- All students will go home after their 3rd period class unless they are attending the 4th Period Flex/Tutorial Block.
- Some out of timetable classes will occur in the afternoons. (This will be communicated by the specific teacher).
- Note there is ***no lunch in this schedule***

## **2 - Students with Disabilities and/or Diverse Abilities:**

- Students with disabilities and/or diverse abilities have the opportunity to attend up to five days a week.
- Please contact your IEP Case Manager and/or Learning Support Teacher for further information.

## **3 - WVS Premier Academies:**

- Teachers will continue to provide academy students with weekly plans remotely.
- Students are to continue to connect/check-in with their teachers each week.

## **4 - WVS Special Programs & Ignite Your Passion Programs:**

- Teachers will continue to provide students with weekly plans remotely; For those programs whose teachers will include some in-person instruction, teachers will communicate this information directly with their students.
- If students have any questions related to the expectations of their special program, students are encouraged to connect with their teachers.

## 5 - Schedule:

4 Groups A, B, C and D					
3 Blocks and Fit					
Week 1 (June 1-5)	Mon June 1 A	Tue June 2 B	Wed June 3	Thu June 4 C	Fri June 5 D
Period 1 (8:30-9:15)	Day 1 - 1 (A)	Day 1 - 1 (B)	Remote	Day 1 - 1 (C)	Day 1 - 1 (D)
Period 2 (9:20 - 10:05)	Day 1 - 2 (A)	Day 1 - 2 (B)	Prep	Day 1 - 2 (C)	Day 1 - 2 (D)
Period 3 (10:10-10:55)	Day 1 - 3 (A)	Day 1 - 3 (B)	Students by Apt	Day 1 - 3 (C)	Day 1 - 3 (D)
11:00 - 11:35	FIT A	FIT B	Cleaning	FIT C	FIT D
PM	Remote/Prep/Apt	Remote/Prep/Apt		Remote/Prep/Apt	Remote/Prep/Apt
Afternoon	Out of Timetable A	Out of Timetable B		Out of Timetable C	Out of Timetable D
Week 2 (June 8-12)	Mon June 8	Tue June 9	Wed June 10	Thu June 11	Fri June 12
Period 1 (8:30-9:15)	Day 1 - 4 (A)	Remote	Day 1 - 4 (B)	Day 1 - 4 (C)	Day 1 - 4 (D)
Period 2 (9:20 - 10:05)	Day 2 - 1 (A)	Prep	Day 2 - 1 (B)	Day 2 - 1 (C)	Day 2 - 1 (D)
Period 3 (10:10-10:55)	Day 2 - 2 (A)	Students by Apt	Day 2 - 2 (B)	Day 2 - 2 (C)	Day 2 - 2 (D)
11:00 - 11:35	FIT A	Cleaning	FIT B	FIT C	FIT D
PM	Remote/Prep/Apt		Remote/Prep/Apt	Remote/Prep/Apt	Remote/Prep/Apt
Afternoon	Out of Timetable A		Out of Timetable B	Out of Timetable C	Out of Timetable D
Week 3 (June 15-19)	Mon June 15	Tue June 16	Wed June 17	Thu June 18	Fri June 19
Period 1 (8:30-9:15)	Day 2 - 3 (A)	Day 2 - 3 (B)	Remote	Day 2 - 3 (C)	Day 2 - 3 (D)
Period 2 (9:20 - 10:05)	Day 2 - 4 (A)	Day 2 - 4 (B)	Prep	Day 2 - 4 (C)	Day 2 - 4 (D)
10:10 - 11:00	FIT A	FIT B	Students by Apt	FIT C	FIT D
PM	Remote/Prep/Apt	Remote/Prep/Apt	Cleaning	Remote/Prep/Apt	Remote/Prep/Apt
Afternoon	Out of Timetable A	Out of Timetable B		Out of Timetable C	Out of Timetable D
Week 4 (June 22-24)	Mon June 22	Tue June 23	Wed June 24	Thu June 25	Fri June 26
Period 1 (8:30-9:15)	Remote/Appts	Remote/Appts	Remote/Appts		
Period 2 (9:20 - 10:05)	Remote/Appts	Remote/Appts	Remote/Appts		
Period 3 (10:10-10:55)	Remote/Appts	Remote/Appts	Remote/Appts		
Period 4 (11:00-11:45)	Remote/Appts	Remote/Appts	Remote/Appts		
PM	Remote/Prep/Apt	Remote/Prep/Apt	Remote/Prep/Apt	Remote/Prep/Apt	Remote/Prep/Apt

**\*\*\*Please note that the Wednesday FLEX Day for remote learning, preparation time, students by appointment and cleaning will be shifted to Tuesday June 9th to accommodate our grade 12 virtual convocation filming.\*\*\***

## 6 - Accessing the building(s):

Students are requested to use the main entrance doors to each building only, and follow any directional signage or social distancing visual cues once inside. Students are asked not to enter the building prior to 8:20am and maintain social distancing while congregating with their peers both inside and outside.

## 7 - Focus of June in-person instruction:

As 50% of our families have indicated that they will be returning to school, our Remote Learning platform of supporting learning at home will continue to be the primary method of instruction for the remainder of the year. Our June timetable allows for our teachers to provide remote learning and in class instruction focusing on:

- Reconnecting with students
- Reinforcing concepts covered during remote learning

- Supporting students that are struggling with course completion
- Assisting students with incomplete or outstanding work
- Reinforcing Big Ideas & Key Concepts from the year
- Bringing closure to the course

Please note, no tests will be administered during this in-class instruction.

### **8 - Flex/Tutorial Instruction:**

We understand that students may want to meet with a teacher that they do not have access to due to the weekly block rotation limitations. As a result, the 4th Period **FLEX/Tutorial** is for students already scheduled for attendance. Students can meet with a specific teacher where they feel they need extra help or assistance.

- After 3rd period students are to leave the building or go directly to the FLEX/Tutorial class.
- We ask that students plan ahead to determine which teacher they need to access.
- No more than 10 students will be permitted into a class for FLEX/Tutorial
- If a class is full, students will be redirected to another available teacher in the same subject area.

Note - Any student, regardless of grouping, is invited to book an appointment in the afternoon or on the Remote Learning/Appointment Day

### **9 - Student expectations for returning to school:**

It is critical that families and students understand and respect all of the Public Health and Safety Guidelines that have been put in place in order to transition to in-class instruction. Once again, please refer to the district FAQ for additional information.

The following outlines some specific expectations - **READ CAREFULLY:**

- Parents and caregivers must assess their child daily for symptoms of common cold, influenza, COVID-19 or other infectious respiratory diseases before sending them to school. **Do not send a student to school if they are ill.**
- If your child experiences any illness symptoms, while attending school, parents/guardians will be expected to get their children immediately.
- Students must practice hand hygiene upon entry and exit of the school and at all transition times.
- Students must demonstrate the correct Respiratory Etiquette;
  - Cough and sneeze into their elbow, sleeve, or a tissue.
  - Throw away used tissues and immediately perform hand hygiene.
  - Refrain from touching their eyes, nose or mouth.
  - Refrain from sharing any food, drinks, unwashed utensils, cigarettes, or vaping devices.
- Students must stay in their assigned groups and **can only be on school property on their**

**assigned day** unless they have a pre-arranged appointment with a teacher/counsellor or staff member.

- Students must respect physical distancing protocols.
- Students must bring their own supplies (technology, pens, pencils, calculators, etc.). There will be no sharing of supplies.
- Students can bring a snack and water bottle. There is to be no sharing of food or drink.
- As students enter the school, they must go directly to their scheduled class. Public gathering spaces, cafeterias, hall-ways, gyms are all closed for student gatherings.
- After students finish a class, they must proceed directly to their next class. If they are done for the day or do not have a scheduled class they must leave the school and go home.
- If students are planning to meet with a teacher during FLEX/Tutorial Block (4th period), they must go directly to the class. Please note - no more than 10 students will be permitted in a FLEX/Tutorial class and students may need to see a different teacher for support.
- Students that are unable to follow these expectations and guidelines will be asked to leave the school and their parents will be notified.

## 10 - Survey and Attendance:

We hope that this information has helped you make an informed decision regarding the voluntary participation of in-person instruction starting on June 1. Please note:

- If you indicated that your child was DEFINITELY or LIKELY to return to school on the district Return to School survey, we are expecting your child **during the week of June 1st**.
- If you indicated DEFINITELY NOT or UNLIKELY, we are not expecting your child **during the first week of June**.
- Only those students that have indicated that they are intending to return to school will be allowed in the building. If you did not answer the survey or have changed your mind since completing the survey, please inform the school directly by Wednesday morning at 9:00 a.m. Please email ([ctanfara@wvschools.ca](mailto:ctanfara@wvschools.ca))

In-class attendance will be taken at each period for internal records and safety.

## 11 - Student Groupings:

Students will be divided into 4 equal cross grade groups (A, B, C, D)

You will receive an email by **Thursday, May 28** indicating your child's grouping. These groupings will be sorted from the survey data, alphabetical order and siblings. **Please note, students can only attend on their grouping day.** In person appointments/tutorials can be set up with teachers in the afternoons and on the Remote Learning Day.

On a final note, we are excited to see many of our students return. Please understand that creating a schedule with many limitations has been a very complex process. We appreciate that this has

been an incredibly challenging time and the June in-person learning is 100% voluntary. The decision to attend school will in no way impact students' grades. Health and Safety remain our top priority and we want to ensure a safe quality experience for all of our students for the remainder of the year, whether they continue learning from home or school. We are all in this together and are here to support and answer any of your questions.

The district has created a FAQ sheet that may answer many of your Health and Safety Specific Questions. Please refer to our FAQs ([Link](#))

We recognize that this is a lengthy and comprehensive document. Please feel free to reach out to us for clarification on any of the points.

We look forward to seeing many of you next week!

With regard,

Steve Rauh  
Principal  
West Vancouver Secondary School  
604.981.1100

*I acknowledge that I live and work on the traditional territory of the  $s\bar{k}w\bar{x}w\acute{u}7mesh$  (Squamish),  $sel\acute{i}l\bar{w}itulh$  (Tsleil-Waututh), and  $x^wm\bar{\theta}k^w\bar{\acute{a}}y\bar{\acute{a}}m$  (Musqueam) nations.*