



École Laura Secord Elementary

<http://secord.vsb.bc.ca>

August 27, 2020

Dear parents and guardians,

We are excited to welcome students back to class this September. As you are aware on July 29, the BC Government announced that schools will begin the school year in Stage 2 of the [BC K-12 Education Restart Plan](#). At Stage 2 students return to full time in-class instruction.

In planning for the return to school, please be assured that the health and safety of all students, staff and parents is the **top priority** for our schools and District. When classes resume in September, Laura Secord school will adhere to the requirements of the [COVID-19 Public Health Office's Guidance for K-12 School Settings](#).

We will also be following the District-wide plan for in class instruction, guided by the Ministry of Education and the Provincial Health Office requirements. This will help ensure the safe return to in-person instruction for students and staff. On August 19, Superintendent Hoffman sent a [message](#) to all families regarding plans underway for the return to school.

The intent of this first letter to parents is to provide you with key information about our back to school plan. Please note that this plan is subject to change in order to comply with changes that may come from the Health or Education Authorities. We thank you in advance for your patience and understanding.

### **Back to School Timeline**

On September 10, 2020, school will resume with stage two of [Government Five Stage Framework for K-12 Education](#). Information found in this letter is mostly intended for parents who will choose the option of sending their children back to the regular classroom. More information on other options will come at a later date. Here is the timeline:

September 8<sup>th</sup>: 1st day back for teachers. They will review Health and Safety measures with administration.

September 9<sup>th</sup>: Teachers will be given their 2020-21 class list from the office and will contact the students' families with specific details on back to school organization by the end of the day.

September 10<sup>th</sup>: Grade 1 to 7 French Immersion Student Orientation (9-11:30am)

**\* No school for English Program students**

September 11<sup>th</sup>: Grade 1 to 7 English Student Orientation (9- 11:30am)

**\* No school for French Immersion Program students**

September 14<sup>th</sup>: Regular instruction begins, start of 9–3:00pm school days for all Grade 1 to 7 students

September 14<sup>th</sup> -19<sup>th</sup>: Start of Kindergarten Gradual Entry (schedule to come)

September 21<sup>st</sup>: 1<sup>st</sup> day of full time Kindergarten

\*see full School calendar for more details

### **Divisions, Learning Groups and Daily Schedule**

Starting on the first day back, learning will take place in homeroom divisions, as their primary learning environment or in **“learning groups” made up of a maximum of 60 people per group**. Learning groups have been set by the administration to allow platooning, co-teaching, student groupings etc. but stated by the District, these learning groups are optional. The purpose of a learning group is to benefit learning while reducing the number of in-person, close interactions thereby reducing risk of transmission and ensuring quicker contact tracing. Staff members outside of an established learning group will practice physical distancing and in certain circumstances where a mask.

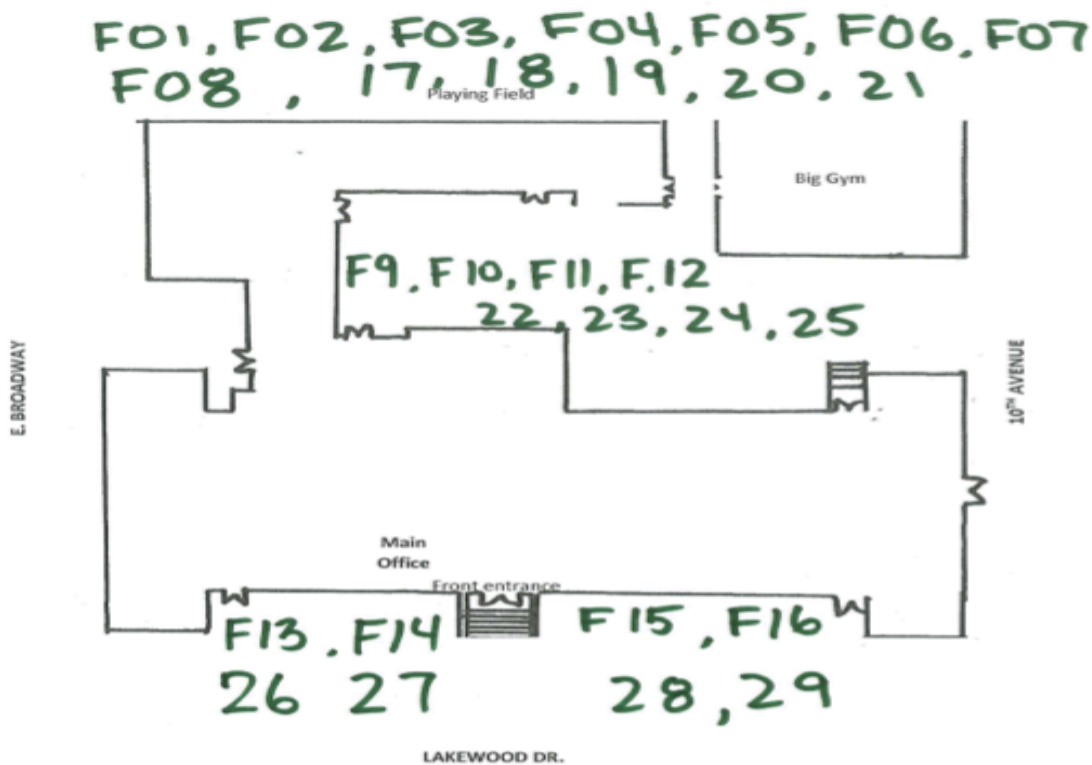
Staggered recess and lunch times have been set as this will further facilitate physical distancing. Divisions will have their recess and lunch breaks at two different times. Based on equitability and direction from the District, class schedule may change in January.

## Food and water

Please note that there will be no hot lunch program and we will not be using the lunch room until further notice. All students will eat in their classrooms and must bring their lunch with them in the morning. Parents will not be able to drop off hot lunches for their child/children. Students must bring their own labelled water bottles as water fountains cannot be used.

## Students Arrival and Leave

We kindly ask that students arrive at school as close as possible to 8:55am. In order to maximize physical distancing, arriving early and hanging out on school grounds will not be possible. When they arrive, students will line up in their designated marked area. Each division will be assigned a specific door and teachers will stagger entry when entering the building. The map below is tentative. We will have a more detailed map on when each division will line up next week. There will be a designated area with a support worker for students who may arrive late but please make sure we all arrive on time.



Please note that parents will not be permitted on school grounds. As we did in June, please drop off and pick up your child/children on the sidewalk. Students are kindly asked to leave school grounds at 3:00pm

### 2020-2021 Laura Secord Learning Groups and Schedule Chart

Div #	Grade/Prog	Learning group	# of students Div/LG	Schedule
F01	7/ LFI	A	29/56	A
F02	6/ LFI	B	28/58	B
F03	6/7 EFI	C	30/57	B
F04	6/7 EFI	A	27/56	A
F05	6/7 EFI	C	27/57	B
F06	5 EFI	B	30/58	B
F07	4 EFI	D	25/52	A
F08	4/5 EFI	D	27/52	A
F09	3 EFI	E	22/43	B
F10	3 EFI	E	21/43	B
F11	2 EFI	F	22/44	A
F12	2 EFI	F	22/44	A
F13	1 EFI	G	22/44	B
F14	1 EFI	G	22/44	B
F15	K EFI	H	20/40	A
F16	K EFI	H	20/40	A
17	7 EN	I	27/53	A
18	6/7 EN	I	26/53	A
19	5/6 EN	J	25/52	B
20	5/6 EN	J	27/52	B
21	4/5 EN	K	27/27	B
22	3/4 EN	L	24/45	A
23	3 EN	L	21/45	A
24	2/3 EN	M	21/43	B
25	2 EN	M	22/43	B
26	1 EN	N	16/32	A
27	1 EN	N	16/32	A
28	K EN	O	19/38	B
29	K EN	O	19/38	B

**NOTE :**

- LFI: Late French Immersion
- EFI: Early French Immersion
- EN: English program

**Laura Secord Elementary School Schedule 2020-21  
For Group A**

	Monday-Friday	Minutes
Warning Bell	8:55	
Period 1	9:00 – 9:50	50
Period 2	9:50 – 10:30	40
Recess A	10:30 –10:45	15
Period 3	10:45 – 11:20	35
Lunch A (students play outside/ teachers eat)	11:20- 12:07	47
Period 4 (Students eat in class under teachers' supervision)	12:07- 12:50	43
Period 5	12:50-1:30	40
Period 6	1:30-2:15	45
Period 7	2:15- 3:00	45

**Laura Secord Elementary School Schedule 2020-21  
For Group B**

	Monday-Friday	Minutes
Warning Bell	8:55	
Period 1	9:00–9:50	50
Period 2	9:50-10:50	60
Recess B	10:50 -11:05	15
Period 3	11:05-11:45	40
Period 4	11:45-12:13	28
Lunch B (students play outside/ teachers eat)	12:13 1:00	47
Period 5	1:00-1:45	45
Period 6	1:45-2:30	45
Period 7	2:30- 3:00	30

## **Additional Measures**

In addition to the Health and Safety measures taken by the School District, the following procedures specific to Laura Secord School are in place:

- Only VSB members will be allowed in the school. If you need to make an appointment to talk to a staff member, please contact the office to make arrangements;
- Specific entry and exit doors have been assigned to each division;
- Arrows have been placed in our hallways for flow of traffic;
- Ground markings are in place for students to line up;
- Grade 6/7 students are required to wear masks where physical distancing cannot be maintained and/or in high density/high traffic areas (hallways, common areas);
- Itinerant staff who work across multiple learning groups/cohorts are required to wear a mask when they truly cannot maintain physical distancing;
- Teachers will give frequent reminders to encourage students to follow the Health and Safety protocol;
- Increased ventilation will happen throughout the school. Note that the building temperature may sometimes be slightly cooler than usual. Please ask your child/children to dress accordingly;
- Minimizing (if any) inside days as possible. Please ensure your child/children is dressed for rainy/cooler days;
- Students showing Covid-like symptoms will immediately be isolated in our medical room and parents/guardians will be called home to pick up their child;
- A deep clean will occur every day;

Be assured of our desire to create a safe and pleasant environment for our staff and students. We are looking forward to welcoming students back we thank you for your patience and understanding!

Ecole Laura Secord School Administration Team

