



Dear Parents and Students:

As we settle into this school year, I wanted to give you an update and some further details about a few things that will be slightly different this year. A useful resource for students and parents is also located on the school website and can be accessed here:

[https://collegiate.dsbn.org/docs/default-source/default-document-library/collegiate-student-guide---september-2020.pdf?sfvrsn=77a8ec62\\_0](https://collegiate.dsbn.org/docs/default-source/default-document-library/collegiate-student-guide---september-2020.pdf?sfvrsn=77a8ec62_0)

**As you know, our class times are 10:00 a.m. - 2:00 p.m.**

- Classrooms will be open at 9:45 a.m. - students who are not bussed are asked to arrive between 9:45 a.m. and 9:55 a.m.
- If your student is not on a bus and needs to arrive before 9:45 a.m., you must call the school and let us know as your child will have to attend a study hall before school starts as students are not permitted to be in the school unsupervised.
- All students will be expected to sanitize their hands each time they enter the school, as well as when they enter other spaces within the school - sanitizer will be provided.

### **Hallways & Bathrooms**

- All halls and stairwells are marked with directional arrows indicating which side of the hall you are to walk on.
- Bathrooms have a maximum capacity of one—if they are full students are expected to wait outside the washroom until someone exits
- Students are to use the washrooms that are in the wing/floor of their assigned class. This will minimize traffic throughout the school and help keep us safe.
- In order to keep the hallways clear, only one student is permitted out of the class at a time (during class time) to go to the washroom.
- As you know, **masks are mandatory at all times** in the school as well as while you are riding the bus.
- For everyone's safety, no congregating is allowed in, or around the school premises.

### **Entrances & Exits**

- We have two entrances and exits to the building. Students will be able to access the front entrance on Catherine Street or the rear entrance off of Maple Street.
- At the end of the day, classes will be escorted to the assigned exit and will leave the school from there. We will have staggered exits to prevent the school halls from becoming congested.
- There are no extracurricular activities running so students will be expected to leave the school immediately at the end of the day. They may wait, socially distance, outside for their bus or ride.
- There will be no late buses.

### **Classroom/Food Breaks**

- All classes will have a 20-minute break during the day. Breaks will be staggered so that only a few classes are out at the same time. During breaks, students will go outside (weather permitting) to eat and get some fresh air. It is important that during breaks, students continue to socially distance from their friends.
- Students can eat during their breaks - a reminder that we will not be running a cafeteria this year, so everyone will have to bring food.
- Vending machines will not be available
- We will be offering some breakfast club items in the morning - these will be grab and go items.
- Water fountains are not open; however, water filling stations are - please bring your own reusable water bottle.

### **Assigned Seating**

- Teachers will create and maintain seating plans for all classes
- Buses will also have assigned seating.

### **Daily Covid Screening Tests**

- All parents/guardians must follow the Daily Parental Screening Agreement and keep students home who have Covid-19 symptoms.
- We had previously communicated this would be linked on our homepage however the format has changed, and *we are asking that you fill out the agreement on School Cash Online.*

### **Visitors**

- There is no parent access to the school during school hours - as much as we love visiting with you, we must restrict access to the school this year to students and staff.
- We are happy to talk with you over the phone - so please give us a call. Our phone number is 905-687-7301 and is located on all school entrances.

### **Specific Class Information**

- Change Rooms are not available this year – if your child has a class for which they need to wear certain clothing, they must come to school dressed appropriately (e.g. Phys Ed, hospitality, etc.)
- For science classes, slash proof goggles have been ordered for every student in semester 1 and each student needs to keep their goggles with them when they go home and then bring them to school
- Students who are learning fully online will have specific information about log in, attendance, etc.

### **Timetable Changes (Online Request for Appointments)**

- As we spent a lot of time with students picking courses, we are only making timetable changes for a specific reason (i.e. took a course in summer school, need a specific course for post-secondary, need to repeat a course, level change, etc.)

• We will prioritize new students and Grade 12 students who are graduating this year.

- To request a virtual guidance appointment to change your timetable please fill out the Google Form located on the Collegiate Website under the Student Support button.

<https://docs.google.com/forms/d/e/1FAIpQLSco6BgZbEjc92F5stQ7QtkHyCA0xt5z2TbMFxAloFAU1SZi9w/viewform>

- Students may also contact Mrs. Tenhoeve at [erin.tenhoeve@dsbn.org](mailto:erin.tenhoeve@dsbn.org) to schedule an appointment.
- The link to Collegiate's Return to School guide (which was sent out the other day) is attached for your reading pleasure. This includes instructions on how to access cohort information.
- Students who have forgotten their password to access your student account can visit <https://student-password-reset.dsbn.org/>
- Links to the calendar for each cohort for September: Cohort A September Schedule and Cohort B along with Cohort SSTC September Schedule are in the Parent/Student Guide.
- A September calendar for all cohorts is posted on the St. Catharines Collegiate website.
- Lastly, if you have any questions throughout the year about your child's classes, we encourage you to reach out to the teacher.

Thank you for your patience and understanding during our start up. If you have questions or concerns, please do not hesitate to contact the school at 905-687-7301.

Take care.

Johanna Provost

Principal, St. Catharines Collegiate Secondary School