

Burnaby Mountain Secondary School

September 2, 2020

September 2020 Back to School Plan

Dear Burnaby Mountain Families:

Welcome back! It is going to be a rather different school year than in years past. We are all excited about the return to school, but we also fully understand that there is a great deal of uncertainty and apprehension out there. This document is meant to answer as many of your questions as we can.

The first day of school for students is Thursday, September 10th. 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>

Health and Safety

On Tuesday, September 8th and Wednesday, September 9th staff will be reviewing and implementing safety procedures within the school. 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:

- Daily health screening check for students completed by parents before arriving and staff at school. (A copy of the Health Assessment will be sent to all parents prior to the orientation sessions).
- 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 will be 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.
- Different start times for junior and senior students at designated entrances.
- There will be no large gatherings (assemblies, special events, open house) at this time.
- Students will wear masks in high traffic and common areas such as hallways.
- No sharing of food or drink.
- Access to the school is not permitted by non-school district personal unless deemed necessary by administration. Whenever possible, all communication should occur by phone, virtual meeting or email. 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.
- Masks are expected in hallways and common areas at the secondary level. The only exception is for staff and students with a medical condition that precludes them from wearing a mask. Staff and students will be provided with 2 re-usable masks which must be worn when they enter the school and when they are in common areas such as the hallways and cafeteria. All students are asked to wear masks in areas where physical distancing cannot be maintained, which includes

when you enter the building, breaks, travelling to and from your class, purchasing items from our vending machines, school store, and cafeteria. Masks must be worn when meeting with your counselor, administrator, and all other support staff, any staff that is not your current teacher.

- Once in their classrooms with their learning group, masks no longer become mandatory, but students and staff may choose to wear them.
- Staff and students will also be asked to use the hand sanitizer stations located at the entrance doors before entering the building.
- Students will be provided staggered breaks to wash their hands/and or use the hand sanitizer stations throughout the day.
- All students will participate in a safety orientation during Week One. These safety orientations will occur on the 10th or 11th of September.

Learning Groups

Junior Program:

- Our Grade 8 and 9 students have been placed in learning groups of 60 students in most cases.
- Students from multiple learning groups may be required to come together for small group instruction. Physical distancing among students will be expected in this case.
- The use of Learning Groups has been deemed by the Provincial Health Officer as a way for students and teachers to interact with each other without having to socially distance themselves.
- Anytime that students are in contact with staff or students who are not a part of their learning group, they must remain two meters apart and/or wear a mask.

Senior Program:

- Our grade 10-12 students have been placed in learning groups of 30 students in most cases. Learning group size may vary for some students depending on course elective choice.
- Students will attend one in person class daily.
- Students will attend a second blended class two days a week in person. On all other days they will attend online.
- Time will be built into each day to support students who need additional help. (flexible student learning)

Student Orientation Days and Times

- All students will be scheduled for a safety orientation to take place on September 10th & 11th
- Students will report to their Period 1 class to receive this orientation and then will move to their period 2 class.

Thursday Sept 10	Grade 8 Students	All Students	9-10:30
Thursday Sept 10	Grade 9 Students	All Students	11-12:30
Friday Sept 11	Grade 10 & 11 Students	Group A A-L (Last name attends)	9-10:30
Friday Sept 11	Grade 10 & 11 students	Group B M-Z (Last name attends)	11-12:30
Thursday Sept 10	Grade 12 students	Group A A-L (Last name attends)	1-2:30
Friday Sept 11	Grade 12 students	Group B M-Z (Last name attends)	1-2:30

- These information sessions will cover the safety protocols for our school and explain our new timetable and schedule so that students arrive on September 14th prepared to safely begin their classes.

- Student timetables will be available through MyEdBC on September 8th. Please make sure you can access the MyEdBC Portal.
- **Grade 8 and all new students will receive an email with log in instructions and passwords for MyEdBC on September 8th to ensure that they are able to access their [MyEdBC](#) accounts.**
- Please see our school website for more information about accessing your MyEdBC account. If you still are having a problem, please email Maria.Jensen@burnabyschools.ca

Guiding Principles for the New Junior & Senior Programs

1. Increase students' feeling of connectedness to school
2. Students attend every day. Length of the day depends on grade level and elective choices.
3. Reduce the number of courses students must focus on at one time.
4. Quarter system - students focus on 2 courses at a time.
5. Dedicated time for online learning in a blended course.
6. When students are in a blended class, there is time scheduled to be online with their teacher.
7. There are no conflicts with other classes or online meetings currently.
8. Flexibility in adjusting schedule should a student be absent, or the pandemic stage changes.
9. All classes will be set up and will operate in Microsoft Teams.
10. This schedule allows students to connect with their teacher/class should they be absent from class.
11. Specialty courses and X/Y classes will have a blended and flexible schedule specific to the needs of the. Course and ensuring safety measures are in place. Schedule determined by teacher.
12. 30 minutes of Flex time is attached to both periods 1 & 2. This time will be utilized in a variety of ways to support students. Examples include CLC 12, online assemblies or field trips, counseling and learning assistance time.

School Schedule

(Regular classes will begin on September 14th)

Junior Program

(Grade 8/9)

	Mon	Tue	Wed	Thu	Fri
8:45 - 11:35	Period 1	Flexible Student Support Time Built In <i>15-minute Nutrition Break included in Period 1</i>			
11:35 - 12:15	<i>Lunch</i>				
12:15 - 2:45	Period 2	Flexible Student Support Time Built In <i>Staggered Break time included in Period 2</i>			

Senior Program (Grade 10/11/12)

	Mon	Tue	Wed	Thu	Fri
8:45 - 9:15	<i>Flexible Student Support Time</i>				
9:15 - 11:25	Period 1				
11:25 - 12:15	<i>Lunch</i>				
12:15 - 2:25	Period 2 A (A-L last name attends)	Period 2 B (M-Z last name attends)	Period 2 Online	Period 2 A (A-L last name attends)	Period 2 B (M-Z last name attends)
2:25 - 2:55	<i>Flexible Student Support Time</i>				

School Entrances for Students

Students are asked to do their daily health check, enter the building from their assigned door to ensure that we can maintain social distancing protocols. Students are asked to use the exit doors nearest their classroom and on the same floor to leave when their class is over.

Period 1 First Floor Classes - 100 level classrooms, Gym	Students will enter the doors in the parking lot under the yellow outside stairs
Period 1 Second Floor Classes – 200 level classrooms	Students will enter the main doors off Eastlake by the rainbow crosswalk.
Period 1 Third Floor Classes – 300 level classrooms	Students will enter the doors off Gaglardi nearest the cafeteria

Student Timetables

- Students will take 2 courses at a time.
- We will begin the year with periods 1 and 2 and after 10 weeks we will change to periods 3 and 4, and so on.
- This schedule will allow us to keep our students safe in cohorts of approximately 60 students.
- Unfortunately, student choice of electives has been affected by this safety measure and we are unable to make course changes this year as each student has a personalized learning group (platoon) that can't be disrupted.
- It is our hope that students in the junior grades will have ample time in their remaining years at Burnaby Mountain Secondary to take all the courses that they are unable to take in this unique year.

Educational Programming

- Our school will be focused on providing in-class instruction during Stage 2. 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 have contacted your child's vice principal and completed the district survey 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>
- The Learning Center (TLC) - If you are needing extra help with your course work or a quiet place to study, The Learning Center, which we call TLC, is available for drop-in during the school day with permission from your classroom teacher. Our PEAK program will be running before and after school in the Learning Centre where you can drop in for extra homework support or quiet study.

School Supplies

- Each teacher will inform his/her students about supply requirements for his/her specific course.
- Students should arrive to their first class with a binder and pen or pencil. The staff of Burnaby Mountain Secondary are eager to welcome our new Grade 8 students and our returning Mountain Lions back to school. We are dedicated to ensuring that you have a positive and safe school year.

Important Contacts

Counsellor	Alphabet	Schedule	Email Address
Tracy Arron	A - G	Mon - Fri	tracy.aron@burnabyschools.ca
Jen D.C (Department Head)	H - L	Mon - Fri	jennifer.duhamel-conover@burnabyschools.ca
Jim Gatzke	M - Q	Tues & Thurs & every second Friday)	james.gatzke@burnabyschools.ca
Fred Strand	R - Z	Mon - Fri	fred.strand@burnabyschools.ca
Carolynn Woolstone		Mon & Wed (afternoons only)	carolynn.woolstone@burnabyschools.ca

Principal: Lee Anne Kristmanson: leeAnne.kristmanson@burnabyschools.ca

Vice-Principals: (A-K) Chris Sandor chris.sandor@burnabyschools.ca

..... (L-Z): Deena Lewis deena.lewis@burnabyschools.ca

Learning Support Services Department Head: Heather Ocenas heather.ocenas@burnabyschools.ca

Indigenous Success Workers: Jackie Norman jackie.norman@burnabyschools.ca

..... Lindsay Mindlin lindsay.mindlin@burnabyschools.ca



International Support Liaisons:..... Gabriela Pereira gabriela.pereira@burnabyschools.ca
 Jana Demelo jana.demelo@burnabyschools.ca
School Safe Specialist:..... Sean McCarron sean.McCarron@burnabyschools.ca
Student Records (Request changes to student/parent contact information):
 Karen Lemke karen.lemke@burnabyschools.ca
Child's teacher (Email is always best) firstname.lastname@burnabyschools.ca

Additional School-Specific Information

- Students will not be provided lockers this school year. The only possible exception to this would be for students taking PE who need a safe place to lock their belongings. Teachers will directly inform students what supplies are required.
- Once a student has completed their classes for the day, they are to leave the school
- Information on the breakfast program and cafeteria will come in subsequent communications
- Our ability to change courses is exceptionally limited. Course change request will be completed via an online process. More information to follow
- Access to counselors, youth workers, career resource people etc. will be through appointment
- Students will be required to use specific doors to enter and leave the building based on the location of their classes. Specifics will be shared with students at their orientation meetings

We look forward to welcoming students back to school on Thursday, September 10th. Students will attend a safety orientation session of approximately 60-75 minutes during this time. *Students will be provided with two masks and will be asked to wear it when in common areas. If a student already has a mask, we ask that they wear it to the safety orientation.

This model is easily adapted to changes in pandemic stages or if students are temporarily home due to illness.

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.

Parent Information Meeting

We will be hosting a parent information session to review these plans for interested parents. The session will take place **on Zoom on Thursday, September 3rd at 4:00pm**. Please follow the link below to join the meeting.

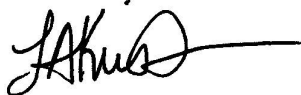
Topic: Burnaby Mountain Secondary's Start-up Plan

Time: Thursday Sept. 3, 2020 at 4:00 PM

Join Zoom Meeting at <https://ca01web.zoom.us/j/64328875254?pwd=aXU0NC81dEtackpjWU13Vkt3RDQ0dz09>

Meeting ID: 643 2887 5254, Passcode: 788464

Kind regards,



Lee Anne Kristmanson
Principal