
Bur Oak Secondary School

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Rose Li
Principal

Ken Shigeishi
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September 4, 2020

Dear Parent/Guardian,

We hope you are having a safe summer and preparing for the upcoming school year. As you can imagine, this is a time when we are busy preparing to open our schools with new policies and procedures to deal with the challenges presented by COVID 19. We would like to take this opportunity to advise you of some of the changes YRDSB has made to create a safer learning and working environment for students and staff. School this year has been delayed to allow us to finalise these processes. Grade 9 students will begin on September 10th or 11th and the rest of our students will begin the week of September 14th. We are looking forward to meeting our new students, and seeing our returning students.

In keeping with public health guidelines, all students must wear a mask to school, practice proper hand hygiene (including sanitizing their hands upon entering and exiting the school) and practice social distancing at all times. Directional arrows and spacing decals have been placed around the school to assist with this. Parents are encouraged to consult the [YRDSB School Reopening Plan](#). Students and staff are required to [self screen for COVID 19 symptoms](#) every day, and stay home if they are symptomatic. Staff or students who test positive for COVID 19 must alert the principal and isolate for 14 days after the onset of symptoms.

We are taking steps to minimize the number of contacts each day by having students follow an adaptive schedule that will have them come to school every other day from 8:15 until 10:45. Please see the attached letter which explains this model in more detail. Specific information about student schedules will be sent to you next week. We are asking all students not to arrive before 8 am unless they have a scheduled appointment with a staff member. Similarly all students will need to leave the building at 10:45. Students are expected to remain at school for the duration of this block. Please do not schedule any appointments during this time. All parents and visitors to the school must make an appointment, complete the COVID 19 pre screening protocol and wear a medical grade face mask. Unfortunately we cannot support drop off of food or supplies by parents or outside agencies (i.e. Uber) during the in-person learning block.

Students who require quiet access to Wi-Fi to support their afternoon online classes may stay at school and attend study hall in accordance with Public Health Guidelines. The purpose of lunch and study hall is to provide a space for students who do not have consistent access to broadband Wi-Fi at home and are in school that day for their in-person morning class. During lunch and study hall, students will not have in-person access to their own classroom teachers. Students who need to stay must be working on afternoon online courses while being supervised by a staff member. Students will be supervised to ensure safety. Supervision will focus on participants' adherence to all Public Health requirements including sitting 2 metres apart only with students in their morning class. During study hall, students must be respectful of the learning needs of all participants engaging in online classes. Students should use earphones and an appropriate volume while focusing on their learning. Students will need to sign up for study hall in advance to allow for cohort grouping and contact tracing. Students attending study hall must also remain at school for lunch.

Some areas of the school will not be open. Students will not have the use of lockers this semester and should only bring the materials they need for their in-person class each day. Gym change rooms will also be closed so students with physical education on their timetable should come to school prepared for class. The cafeteria and the learning commons (library) will also not be available for student use.

We are asking students to return any textbooks they may still have back to the school the week of September 14 (on an in-class day). Students who have school technology at home must bring it to school as needed as we currently have a reduced number of chromebooks on site. These chromebooks / laptops will need to be cleaned each day. If your child requires the use of a board chromebook for the online synchronous learning portion of their day, please complete the [board survey](#). Students are reminded assessments will be a vital component of both synchronous in-person and on-line learning and will count towards their level of achievement in their courses.

Finally, if you are driving your child to and/or from school, we remind you to follow the directional signs and use the designated area in the back of the school for drop off and pick up. Please do not park in the bus / emergency zones and remember that there are no U-turns or 3-point turns allowed in the front driveway.

Please monitor your emails and the board website for updates. We continue to work through a process to finalise student timetables for the upcoming semester. We understand that students and parents / guardians are looking forward to receiving the timetables. We anticipate that these will be available next week.

Thank you for your cooperation and ongoing patience as we work to finalize details that will best support student learning and well-being.

Sincerely,

Rose Li
Principal
Bur Oak Secondary School