



École Cascade Heights Elementary
4343 Smith Avenue, Burnaby BC V5G 2V5
Ph: (604)296-9007 cascade.burnabyschools.ca

May 28, 2020

Dear Families,

Thank you for participating in the survey that was sent to families on Thursday, May 21st. We appreciate you taking the time to convey your intentions for your child(ren) regarding the re-opening of schools beginning June 1. We are currently in the process of ensuring that necessary preparations have been addressed to ensure a safe return for students and staff next week. ***If you have indicated in the survey that your child won't be returning to school and your circumstances change, please contact me directly before sending your child to school.***

The safety of students and staff remains our number one priority, and measures will be in place to meet the requirements of provincial health and safety guidelines for schools. To accommodate these health and safety measures, including physical distancing, classes will be limited to a small number of students attending at any one time.

The model being implemented in Burnaby's elementary schools reflects a typical 9:00am-3:00pm school day structure, with students being assigned to a specific cohort to accommodate the smaller number of students in attendance at any one time. Most students will attend school according to their assigned cohort. Children of Essential Service Workers and students with disabilities/diverse abilities have the opportunity to attend school up to 5 days per week, upon request by parents or guardians.

As in-person attendance is optional, in-school instruction will supplement remote learning which will continue until the end of this school year. Students who do not attend in class will continue to be provided with remote learning opportunities.

The daily schedule for June is attached. Students in Kindergarten to Grade 5 will attend one of two cohorts, two days per week and students in grades 6 and 7 will attend one of two cohorts, one day per week. Wednesdays are designated remote learning days and schools will not have in-person instruction for any students with the exception of students of Essential Service Workers and students with disabilities/diverse abilities whose families have requested this support.

Please read carefully the following guidelines and information specific to École Cascade Heights for the voluntary return to school:

- Return to school follows the guiding principles set out by the Ministry. The first guideline is the health & safety and wellness of our students, staff and greater community. **We expect all École Cascade Heights community members to adhere strictly to all health and safety protocols.** Please discuss this carefully with your children to ensure a common understanding for a safe environment for everybody.
- We **do not have supervision before 9 a.m. or after 3 p.m.** Please have children arrive at school as close to 9 a.m. as possible, and pick up children right at 3 p.m. The school office is not open for students after 3 p.m.
- To allow for social distancing, students are to await outside their classroom doors (exterior doors) for the teacher to welcome your child. Students in the primary wing (without exterior doors) will be contacted by their teacher with the drop off and pick up location.

- All students are expected to arrive on time at 9 a.m. In the unlikely event you are late, please adhere to the following procedure:
 1. Intermediate students (Grades 4 – 7), please phone the school office (604.296.9007) then proceed directly to the exterior classroom door and wait for the teacher to welcome your child
 2. Primary students (K-3), please phone the school office (604.296.9007) and await further instruction (to allow classroom teacher to welcome student).
- Parents, caregivers, and other non-staff adults will not be allowed to enter the school building without a pre-arranged appointment.
- Please pack your child’s lunch with them in the morning. **We will not be accepting lunch drop offs, or other items at the office during the day.**
- Please pack a water bottle with your child. For health & safety, the drinking fountains (and bottle refill stations) will be closed
- Washroom use will be carefully and considerately monitored to allow physical distancing.
- Recess and Lunch times will be staggered to allow physical distancing. Teachers will be sharing the specific times with their class.
- **École Cascade Heights Professional Day Monday, June 1st** – staff will be participating in continued planning and collaborative conversations and they will not be connecting with students remotely or in-class on this day.

Part Time, Voluntary Return to School Schedule (starting Tuesday, June 2nd)

| Mon (9 a.m. - 3 p.m.) | Tue (9 a.m. - 3 p.m.) | Wed (9 a.m. - 3 p.m.) | Thu (9 a.m. - 3 p.m.) | Fri (9 a.m. - 3 p.m.) |
|-----------------------|-------------------------|---|-----------------------|-----------------------|
| Div 5 (Grade 5/6) | Div 3 (cohort 1) | Remote Learning Children of ESWs and students with disabilities or diverse abilities | Div 1 | Div 2 |
| Div 6 (Gr 5 only) | Div 5 (Grade 5 only) | | Div 3 (cohort 2) | Div 8 (cohort 2) |
| Div 8 (cohort 1) | Div 6 (Gr 5/6 cohort 1) | | Div 4 | Div 9 (cohort 2) |
| Div 9 (cohort 1) | Div 8 (cohort 1) | | Div 6 (Gr 6 cohort 2) | Div 10 (cohort 2) |
| Div 10 (cohort 1) | Div 9 (cohort 1) | | Div 8 (cohort 2) | Div 11 (cohort 2) |
| Div 11 (cohort 1) | Div 10 (cohort 1) | | Div 9 (cohort 2) | Div 13 |
| Div 12 | Div 11 (cohort 1) | | Div 10 (cohort 2) | Div 16 |
| Div 14 | Div 12 | | Div 11 (cohort 2) | Div 21 (time varies) |
| Div 15 | Div 14 | | Div 13 | |
| Div 18 | Div 15 | | Div 16 | |
| Div 19 | Div 18 | | Div 21 (time varies) | |
| Div 21 (time varies) | Div 19 | | | |
| | Div 21 (time varies) | | | |

Your children’s teachers will be reaching out to you with the specific day(s) that your child will be attending school for in-class instruction. The above schedule is a general reference.

We are grateful for your partnership and patience and look forward to welcoming students back into the school.

Sincerely,

Anthony Yam
Principal