



CONSTABLE NEIL BRUCE MIDDLE SCHOOL

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August 31, 2020

Hello Constable Neil Bruce families,

Please find this email a follow up to our email dated August 28, 2020. We look forward to welcoming students back to safe classrooms on September 10th or 11th for a full day of orientation. On September 10, students in grade 6 will attend for a full day (no grade 7 or 8 students attend). On September 11, students in grade 7 and 8 will attend for a full day (no grade six students attend). School start up will look different than last year so we thank you for both your patience as we plan for back to school and your diligence in helping us keep everyone safe. **On September 8, you will receive, by email, your child's homeroom and section number.**

Please read the attached maps and documents on basic procedures for returning to school. Staff will familiarize students with safety procedures and ensure clean, safe learning spaces, but knowing our new procedures will help you make sure students travel safely and arrive to school in good health.

Here is a sample timetable for our middle school learners:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00 am	At 8:55 a.m. students line up in designated "outside" areas outside indicated by a cone with grade and section number (see Map 2). Entry into the school will be staggered and students will be assigned a specific enter/exit door based on homeroom.				
Morning	Instructional Time Learning groups will receive instruction from their teaching team and travel together for specialty courses (PE, tech ed, home ec, etc.) when required - staggered breaks				
Lunch	Lunch time will be staggered for all learning groups				
Afternoon	Instructional Time – same as morning				
3:14 pm	Staggered dismissal to mitigate intermingling and allow for controlled pick-up and loading of school buses				

- We will minimize changes to learning groups and will try to respect social groupings with friends, etc. Students must practice physical distancing outside of their learning group.
- Middle school learners should wear masks anytime they cannot maintain physical distancing outside of their learning group, including before and after school, in the hallways, and bathrooms.

You can learn more about district-wide plans for safety, returning to school, and provincial updates at sd23.bc.ca. Thank you for staying engaged and connected to our school community. By working together, we can help students feel welcome, safe, and ready to learn.

CNB Administration

Curtis Schreiber Laurie Frasier Heidi Kubin

Additional Details for Constable Neil Bruce Middle School

Family Engagement and Considerations

We fully value families as partners in children's education. Given the unique circumstance, we ask that parents continue to be involved, but support us by honoring the following expectations:

- Our school building will remain **CLOSED** to parents for the health and safety of all
- Parents will **only** be invited into the building by Administration
- **ALL** communication with teachers or the office should be through email or telephone
- If you need to drop-off a student late or pick-up early, please have your child come to the office. If you are dropping off items, please contact the office.

Daily School Procedures

1. Student should have:
 - A full water bottle
 - Suitable, healthy snacks and lunch (**there will be no microwaves available**).
More information will follow with respects to our brown bag and lunch program.
 - Clothing appropriate for the weather
 - Any school supplies (pencils, binders etc.)
 - No personal belongings like toys, trading cards etc. from home that may be shared
 - Any students with EpiPens or other medical requirements etc. must bring them to school
2. Classroom - Students will be assigned a classroom as their Homeroom - this is their cohort (Learning Group). This will be the classroom where they receive most of their learning instruction. Their teaching team will come to them. Exception is for electives and PE, or if it is a specialty room (such as a science room) is required for the learning.
3. Hand Hygiene - hand sanitizer will be at every entry point into the school and students will be expected to sanitize their hands. Each classroom will also have hand sanitizer. It will be expected that students sanitize their hands upon entering and exiting the classroom. We will also encourage hand washing throughout the day.
4. End of day will be staggered beginning at 3:05 p.m. Grade 6 students will be dismissed at 3:05 p.m., Grade 7 at 3:10 p.m. and Grade 8 at 3:14 pm. Teachers will walk their class to the exit door to assist with hallway congestion and dismiss students from there.
5. Signage - there will be directional lines, arrows and "Stand Here" stickers to facilitate movement throughout the building.

Learning Group Details

- Students will enter the building **ONLY** when their teachers/staff can facilitate immediate hand hygiene and ensure social distancing.
- Students will receive most of their learning in their homeroom classroom - teachers will move between classrooms.
- Throughout the day, access to hallways will be limited to classes moving together, breaks, and essential travel.
- Students will bring their belongings (backpack) into the classroom with them. Lockers will not be available.
- Each classroom will use specific bathrooms, and access will be limited to a certain number of students at a time (line-ups will be marked outside bathrooms for students waiting).
- Common areas will be **Closed** during unstructured times: including the Library, Multi-Purpose Room, and Gym. These will be used for instructional purposes.
- Morning breaks and lunch will be staggered to reduce the numbers of students outside at any one time.
- Outside designated areas for mornings, breaks and lunches will be established for cohorts of students.

Timetable Structure

We adjusted our daily school schedule to provide flexibility and safety for learners and staff. Each grade has a separate schedule.

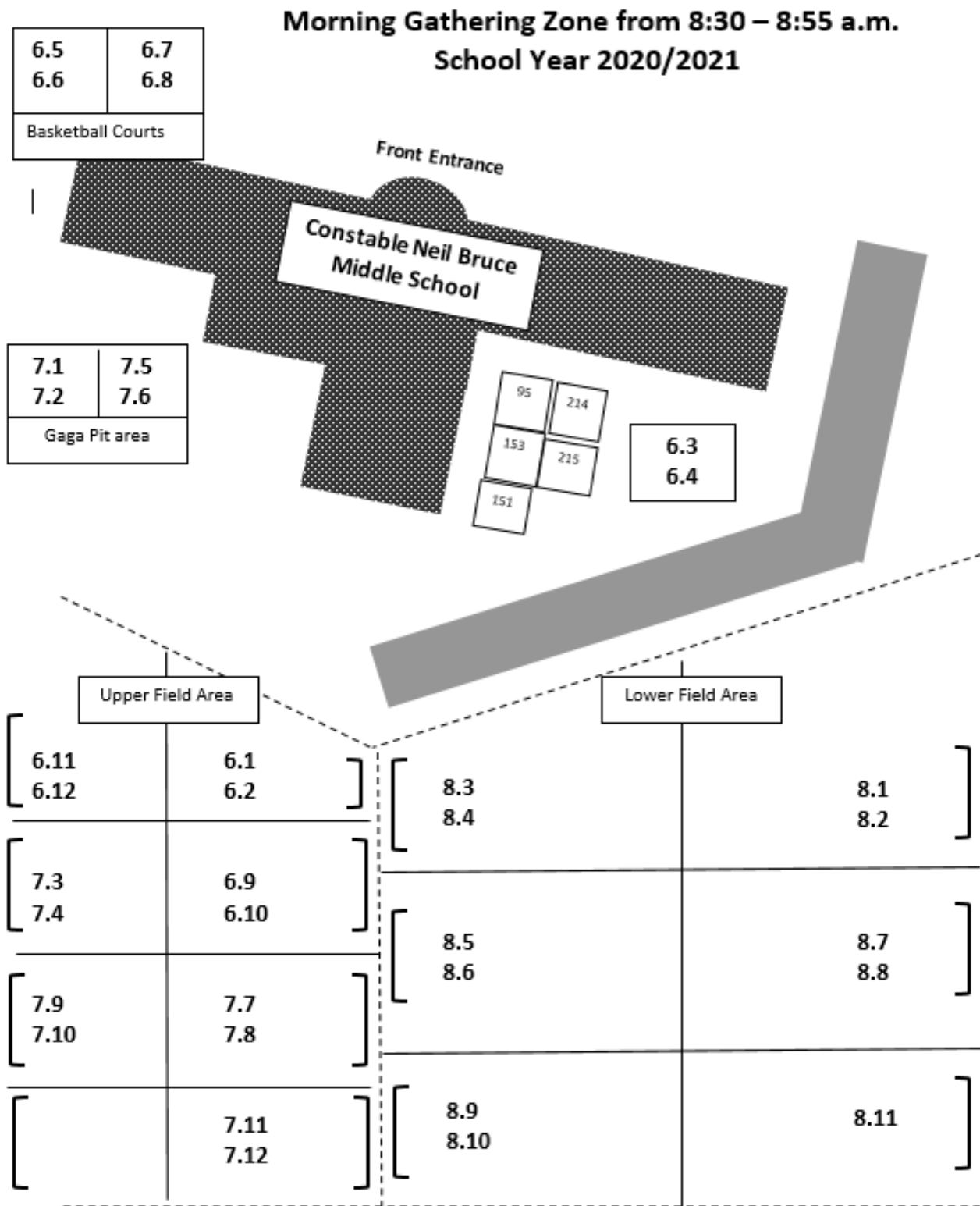
GRADE 6 BELL SCHEDULE (COVID)	
8:55	Warning Bell
9:00	Block 1
9:35 – 9:50	Break
10:20	Block 2
11:25 – 11:35	Lunch (in classroom)
11:35 – 12:05	Outside Break
12:05	Block 3
1:10	Block 4
2:15	Block 5
3:05	Dismissal

GRADE 7 BELL SCHEDULE (COVID)	
8:55	Warning Bell
9:00	Block 1
9:50 – 10:05	Break
10:20	Block 2
11:20	Block 3
11:55 – 12:05	Lunch (in classroom)
12:05 – 12:35	Outside Break
1:10	Block 4
2:15	Block 5
3:10	Dismissal

GRADE 8 BELL SCHEDULE (COVID)	
8:55	Warning Bell
9:00	Block 1
10:05 – 10:20	Break
10:20	Block 2
11:20	Block 3
12:25 – 12:35	Lunch (in classroom)
12:35 – 1:05	Outside break
1:10	Block 4
2:15	Block 5
3:14	Dismissal

School Navigation and Arrival/Dismissal Points

Between 8:30 - 8:55 a.m. as more learners begin to arrive, they will be directed to a designated area to gather with their Cohort (learning group) (see map below).



When the 8:55 a.m. bell rings, students will head to their designated cone (see map 2 below). Their teacher will meet them there and proceed to the designated entrance.

