



August 25, 2020

Dear Central Okanagan Public Schools Families and Staff:

We are writing to update you on the School District's back to school plan that has been approved by the Ministry of Education. Since the announcement from the Province about its return to school plan, District staff have been hard at work in developing a plan that will provide the best educational opportunities for students, while meeting the safety guidelines from the Provincial Government. The key aspects of the District's plan are as follows:

Safety

- Parents will be required to assess their children on a daily basis and cannot send their child to school if they are exhibiting symptoms of COVID-19. Staff will also be monitoring themselves and their students for symptoms.
- Masks will be required for staff and middle and secondary students in common areas and where physical distancing cannot occur outside of the student's cohort. Masks will be provided by the District upon request.
- Cleaning procedures have been updated to ensure sanitization per the Provincial Health Guidelines. The District has invested in upgraded equipment to ensure effective sanitization of classrooms and common areas.
- Every classroom will have hand sanitizer and the District is installing handwashing stations near portable classrooms.
- Ventilation systems have been modified to increase fresh air and to increase filtration where possible.

Programming

- Elementary and middle school students will attend school every day for the entire day and be grouped with their regular class. They will spend their time in learning groups that will be centered around their class (typically 20 to 28 students) and be less than 60 students.

Elementary School Example:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:25 am	Learning groups line up outside at their designated meeting area (physically distanced from other learning groups) and entry of students into building is staggered (i.e. if entering into common area like hallway or foyer) – parent/visitor access by appointment only.				
Morning	Instructional Time (Staggered recess break for half school in designated play areas.)				
Lunch	Half of learning groups move to designated play areas outside while half of learning groups stay inside classrooms to eat. Outside learning groups are brought in to eat before sending inside learning groups out to play.				
Afternoon	Instructional Time (Staggered recess break for half school in designated play areas.)				
2:25 pm	Staggered dismissal of learning groups.				

- Grade 9 students will attend school every day for the entire day They will spend their time in learning groups that will be centered around their class (typically 24 to 30 students) and be grouped in learning groups of 120 or less for some activities.

Middle School Example:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00 am	Student arrival and entry into the school will be staggered and may be via different entrances to ensure distancing. Students will proceed to their assigned learning group meeting space. Parent/visitor access to the school will be by appointment only.				
Morning	Instructional Time All students will attend every day from 9:00 am – 3:30 pm. Learning groups will receive instruction from their teaching team and travel together for specialty courses (PE, tech ed, home ec etc.) when required. Morning breaks will be staggered for 1/3 to 1/2 of the school based on school size and layout).				
Lunch	Lunch time will be staggered for all learning groups. Schools will coordinate the lunch period so that students in learning groups remain together and are not intermingling during the lunch period.				
Afternoon	Instructional Time Learning groups receive instruction from their teaching team and travel together for specialty courses (PE, tech ed, home ec etc) when required. Afternoon breaks will be staggered for 1/3 to 1/2 of the school based on school size and layout)				
3:30 pm	Dismissal times may be staggered to mitigate intermingling and to allow for controlled pick-up and loading of school buses.				

- Most grades 10-12 students will attend school 75% of the time, alternating between full days and half days. Other students may attend 100% of the time due to special education or busing requirements. Students will take two courses every ten weeks and will attend their morning class 100% of the time and the afternoon class 50% of the time to ensure physical distancing in the afternoon. Each term schedules of the classes will be switched between the morning and afternoon to ensure equal instruction between the courses.
- Instruction and scheduling will be modified to reduce physical contacts and ensure physical distancing where required.

Secondary School Weekly Example:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00 am	Student arrival and entry into the school will be staggered and may be via different entrances to ensure distancing – parent/visitor access will be by appointment only				
Morning	Instructional Time (Block 1) All students will attend every day. (Staggered breaks for 1/3 to 1/2 of the school based on school size and layout.)				
Lunch	Release will be staggered and 50% of grade 10, 11 and 12 students will head home. Remaining students will eat in classrooms and have staggered break time.				
Afternoon	Instructional Time (Block 2) Grade 9 and under students will attend afternoon classes every day in their learning groups and grade 10, 11 and 12 students will attend on alternate days physically distanced. (Staggered break for 1/3 to 1/2 of school based on school size and layout.)				
3:30 pm	Staggered dismissal of classes				

Secondary School Yearly Example:

	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6	Term 7	Term 8
AM	A	B	C	D	E	F	G	H
PM	B	A	D	C	F	E	H	G

Distributed Learning and Hospital Homebound Support Service

The District will provide an English Elementary (Kindergarten to Grade 5 or 6) Distributed Learning program option for students who are immune compromised and for students from families that have extenuating medical conditions. In addition, the district will continue to offer regular Distributed Learning Programs to middle and secondary students through eSchoolBC. Students who need to self-isolate or quarantine will receive remote learning support through the [District's Hospital Homebound Support Service](#).

Busing

- Noon hour busing will be provided at Kelowna Secondary and Mount Boucherie Secondary due to the large numbers of students that require busing. Students that are assigned on a bus at the other secondary schools and those that ride SPED bussing will be accommodated within their school in the afternoons
- Regular bus service will continue under new safety guidelines that include mandatory masks for older students, assigned seating, hygiene requirements and enhanced cleaning and sanitization.

Please see the following or more information:

Central Okanagan Public Schools [Staff And Student Safety Plan](#)

Central Okanagan Public Schools [Restart Plan](#)

Each school in our District will follow this Stage 2 Start Up Plan and the District's robust Student and Staff Safety Plan and build on it with their own site-specific details, to give families a clear picture of what things will look like under Stage 2. Schools will communicate these specifics in a letter to parents in the coming weeks. The District will review our plans on an ongoing basis to update them with the most recent information and health advice from the province related to COVID-19 and school restart for the 2020-2021 school year.

Your trustees recognize that some of our families and staff are feeling anxious about the return to school. Please be assured that safety has been and will continue to be the Board and district staff's number one priority, and that we will continue to follow all directions from the provincial and local health authorities.

The District is conducting a [survey](#) and will be hosting an information session on August 27 to gather your feedback on the District's plan. Further information will be provided in another message about the information session.

We are looking forward to welcoming our students and staff back to school in September. Please see the COVID-19 section of our website at sd23.bc.ca for regular updates.

Stay safe and be well.

Yours sincerely,

A handwritten signature in black ink that reads "Moyra Baxter". The signature is written in a cursive, flowing style.

Moyra Baxter
Chairperson
Central Okanagan Public Schools

Board of Education – Trustees

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