

## Secondary In-Person Letter

August 18, 2020

Subject Line: Update to Secondary Families Registered for In-Person Learning

*This message is being sent to families who have secondary (Grade 9 to 12) child(ren) registered for in-person learning at a DDSB school.*

Dear Parents/Guardians,

As we approach the start of the school year, school principals and vice principals have returned to work early and are back in their schools to prepare for a safe and welcoming return for students. School administrators are currently working on re-timetabling and re-staffing the school to account for the students who have chosen to learn virtually from home. This is a complex process and usually takes a few months. They are working to have it completed by the end of August. They will also be working on ensuring that the building is ready for the start of the school year with the proper layout, signage, health and safety measures, and other changes so that school staff are ready to welcome your child(ren).

### **Changing from In-Person to Virtual Learning through DDSB@Home**

If you believe you made an error during the opt-out process or had intended for your child(ren) to learn virtually from home through DDSB@Home, **you will need to contact your school directly** to make this change. This process may take up to a week depending on the volume of requests. While we will do our best to try and accommodate changes before the start of the school year, requests will be examined on a case-by-case basis pending class size availability in the DDSB@Home virtual school. Once the school year starts, we will continue to respond to requests, but may have to waitlist students until the end of the quadmester in mid-November as changes in enrollment will impact staffing and class sizes.

### **School Schedules**

As previously indicated in a message to families on August 6, we met with the Ministry of Education on August 5 to share with them our return to school planning, including school schedules. The meeting was positive and helpful in confirming our approach based on the guidance provided by the Ministry. You can review this plan and schedules on the [secondary section](#) of our Return to School webpage.

Throughout the return to school, educators will be focusing on mental health and well-being to support students, understanding that they are adjusting to a hybrid in-person and virtual learning environment with their classmates.

### **Masks**

Masks are required to be worn by all secondary students. Specific programs will be developed to teach all students the importance of wearing a mask. All students on bus transportation are required to wear a mask to board the bus.

### **Next Steps**

Your principal will be in touch with you next week with more information about the start of the school year after they have had an opportunity to timetable and assess classroom needs. We understand that some families have requested specific students be grouped into the same cohort for a variety of reasons. School principals will be connecting with families on a process to assess requests of this nature, pending class availability and both families agree.

Thank you in advance for your understanding as the DDSB works to completely change our processes and how we deliver learning to accommodate the needs of all students. We are committed to the health and safety of our students and staff and are working towards a safe return to school for all. As always, you can find out more by visiting our [Return to School website](#) and [FAQs](#) that we are updating regularly.

With thanks,

Norah Marsh  
Acting Director of Education