

“Celebrating Our Diversity as Learners”

Mrs. S. Loat
Principal

Ms. N. Kusch
Vice Principal

Important Notice: Please Translate.
Information Importante: Traduisez S'il Vous Plait.

這是重要的通告，希請人譯讀。
આ મહત્વપૂર્ણ સૂચના છે। કૃપા કરીને આનો અર્થ સમજાવો।

August 31, 2020

Dear Parents/Guardians,

On behalf of the Cook school staff we hope you have had a relaxing summer and have found time to enjoy your time with family and the good weather. We are looking forward to the start of the school year and are excited to see you soon! We recognize the very different start up we are having this September and want to remind you that we are here to support you and your family through the transition back to school. In addition to the information in this letter, please refer to the FAQ section of our district website (<https://www.sd38.bc.ca/news/2020-08-28/school-restart-plan-frequently-asked-questions>) for answers to additional questions you may have. As always, you can also contact me by telephone at the school or via email.

Thank you for responding to the School District's Restart Plan survey. Your responses will guide the organization of our classes for September 10 and are very important to us. **If you haven't responded to the survey, please do so as soon as possible. Please complete one survey for each student in your family.** <https://survey.sd38.bc.ca/TakeSurvey.aspx?SurveyID=m4Kl3m63#>. **We will be reaching out to you by email or telephone very soon if we don't hear from you.** It is important that our registration numbers are as accurate as possible so that we can form our learning cohorts for September 10. The process of forming our classes continues to be a thoughtful one that involves all of our school staff. As such, classes will be finalized on September 8 and 9.

All staff have been trained to uphold our health and safety guidelines to the highest standards, as everyone's health and safety is our top priority. For example, teachers will practice a regular handwashing/hand sanitizing routine with students that will happen regularly throughout the day in addition to upon entering the classroom, before and after the washroom, before and after eating, and before and after going outside.

With the exception of September 10 and 11, our regular start and end times of the school day (8:45-2:45) remain unchanged as your child will enter the school at their designated entrance door, escorted by their teacher, to wash their hands and get settled into the school day. In order to have less of our students outside at breaks, we will have staggered lunch and recess times. This schedule is currently being determined and will be communicated to you on September 9.

By the end of the day on September 9 you will receive an email from one of our school staff to communicate the following;

- - Your child's teacher for the 2020/2021 school year
- - What time to come to school on September 10 and 11 (morning or afternoon)
- - Which door of the school will be assigned to each of your children for entry and exit. If you have more than one child, please note that their entrances and exits may be different
- - A Kindergarten Gradual Entry Schedule if you have a child in Kindergarten
- - Lunch and recess times for each class



William Cook Elementary School
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If you have chosen the transitional learning model you will still receive the letter above, as the information regarding your child's teacher as well as entrance and exit doors will be important to know for when you return to in person learning. You will also receive additional communication as soon as possible, but not necessarily by September 9, with the name of your child's transitional learning teacher and log in information for their first class.

In order to ensure the health and safety of our school staff and students, parents/guardians will not be permitted in the school without an appointment. Your child's teacher will greet you and your child near the designated entrance for your child at the start of the school day and bring them outside to greet you at the end of the school day. Please remember to maintain physical distance from other parents and guardians waiting to pick up their children.

School resumes normal hours of operation on September 14. Please don't hesitate to contact me if you have any further questions or concerns and/or check the [district website](#) for answers to many frequently asked questions.

Sarah Loat
Principal
Cook Elementary School