

August 26, 2021

Dear Parents/Guardians:

We hope you are enjoying the summer break. We are looking forward to seeing all our students back in school. By now many of you have read and reviewed the ECSD Back to School Plan, our school operations will follow and align with those of the Division.

**There is an update to our staggered entry for grades 7-8-9 students.**

Wednesday, September 1<sup>st</sup> – Gr. 7s ONLY ALL DAY (no grade 8 or 9 students)

Thursday, September 2<sup>nd</sup> (**noon dismissal**) – Gr. 8s & 9s ONLY (no grade 7 students)

Friday, September 3<sup>rd</sup> – FULL DAY for ALL students.

**Enclosed you will find important information regarding back to school for Cardinal Léger families. I have also attached the Student/Parent Handbook as all school policies and student conduct will be in place for the 2021-2022 school year. The handbook also includes COVID protocols for the upcoming school year. For your convenience a checklist is also included in this document.**

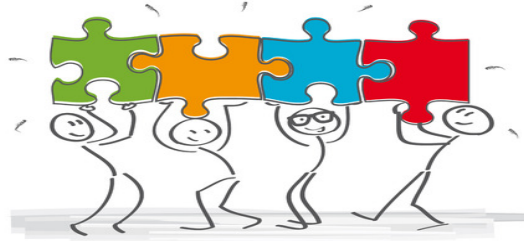
As we move to providing more activities in the new school year, masks and enhanced cleaning will still be in place for the safety of our community. Visitors will be restricted for September. Preferred methods of communication will be through TEAMS, email, or phone call. If further communication is required, a pre-arranged appointment will be made. It will be imperative that all students and parents adhere to the procedures as they are set out. All established procedures communicated out to parents will be in the best interests of optimal safety for all staff, students, and parents.

Students will be able to enjoy field trips, extra-curricular activities, options, access to lockers and not being confined to their classrooms. It will be essential to have everyone's full cooperation.

We will continue to work together for the safety of our community. Protocols will be reviewed at the end of the month with our Division's Back to School Plan.

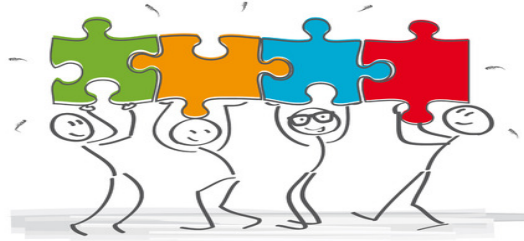
Thanks for your patience as we continue to work through our new normal. Take care and enjoy the rest of the days of summer!

Mrs. Shim (Principal) and Cardinal Léger Staff

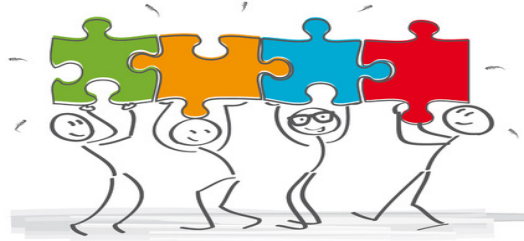


As you begin to prepare for the first days of school, here is some important information.  
Please refer to the Parent/Student Handbook with detailed information.

- Wednesday, September 1 will be a full day for grade 7's ONLY
- Thursday, September 2 will be a half day for grade 8s and 9s ONLY
- Friday, September 3 ALL students
- A school map with your child's designated entry and exit door as well as homeroom class and teacher will be provided the night before the first day of school for your child. You will get an email through our DIVISION SWIFT messaging system.
- Office hours are 8:00 am – 3:30 pm
- As shared in the spring there will be no option changes. Staffing was completed based on student interest.
- Please ensure you read through the Student/Parent Handbook for student conduct and expectations. Please note policy on appropriate dress for school as well as student owned devices.
- Students should only bring the necessities to school.
- On the first day students can bring all their school supplies. Students will be able to organize themselves as well as their lockers on the first day. Students must use ONLY school supplied locks. Each student will be given 2 locks, one for their main locker and one for use during Physical Education class. Physical Education (PE) lockers will be class use only. Students will be able to store their PE items in their main locker. There will be no sharing of lockers. ALL school backpacks will remain in student lockers.
- NO student drop off in the staff parking lot.** This is unsafe for both staff and students. There is a student drop off area along 88A St. Please do not block the entrance/exit to our staff parking lot.
- Like last year, there will be times where teachers will communicate with parents through Microsoft Teams. If able, please download the APP.
- Parent Portal on PowerSchool – please check that your account is active. This is where you will see your child's progress in real time and pay for fees including bus passes. Bus passes are on sale for three days before the end of the month and for the first week of the following month. Bus passes will not be available for sale after this time. **We are a cashless school, and all payments will need to be made online using your parent portal on PowerSchool.**
- Meet the Staff/Program Night will be on September 16<sup>th</sup>. This will be a virtual event. More information to come.



- Parents will not be able to enter the school. If you need assistance, please contact the school by phone or send us an email and we will assist and answer your questions.
  - Parents are expected to complete the screening checklist daily before sending their child to school.
  - Should a child become sick while at school, you will be required to pick them up. Please ensure we have your most updated information. Anyone with symptoms of COVID-19 or who is experiencing illness cannot attend school and is directed by Alberta Health to stay home, seek health care advice, and fill out the AHS online self-assessment tool to determine if they should be tested.
- Please complete your self-screening daily [ALBERTA HEALTH DAILY CHECKLIST](#)
  - **If sick, please stay home.**
- At the direction of Alberta Health, students and staff who test positive for COVID-19 must isolate and cannot attend school. Contact 811 or refer to [alberta.ca/isolation](http://alberta.ca/isolation) for isolation requirements.
  - LUNCH:** Students will be divided into 2 groups. The first group will eat their lunch in the gym while the other group will go outside. For the second half of lunch, they will switch. Students will be required to eat with their own cohort; sections of the gym will be labelled accordingly.
  - Students are expected to bring a lunch AND water bottle to school everyday with the necessary eating utensils. There are NO microwaves and NO concession.
  - In the rare circumstance that a student forgets their lunch, parents can drop it off in a bin outside the front door **labelled with your child's first and last name**. The office will then distribute the lunch to the students accordingly. Food from outside restaurants such as McDonald's, Tim Horton's etc... are not permitted at this time.
  - Students will be able to enjoy field trips to expand on their school experiences. Students will need to mask during the field trip as well as on the school bus.
  - Students will be able to participate in extra-curricular activities. Student athletes will not have to wear a mask while active. Activities that are indoors will require those athletes on the bench or sidelines to wear a mask.
  - Indoor Activities** – spectators will be permitted. All spectators MUST wear a mask and adhere to social distancing protocols. Spectators may only enter the school from the main doors and go directly to the gym. **Outdoor Activities** – spectators are allowed at all outdoor athletic events and are encouraged to respect physical distancing and all other provincial COVID 19 health protocols.
  - Hand sanitizer is available throughout the school as well as at designated entry points.



- Students will be able to participate in all options. Students will be masked; enhanced cleaning and hand sanitizing will be in place. Students will be able to participate in music class. Students will be able to play their instrument when the space with physical distancing allows for it.

#### **MASK/CLEANING PROTOCOL:**

- Students will need to be masked throughout the day.** The only time that masks are not required is when students are seated in the classroom during instruction if students are working quietly, and they are in a class with their OWN homeroom students, and desks are arranged so students are not facing each other. However, if close contact between students occurs due to classroom activities, masks are recommended for the duration of the activity. Students may remove their mask while eating or drinking, and while they are outside.
- Mask must be worn during PE, options, health and all common areas.**
- Masks need to be worn properly – completely covering their nose.
- Physical distancing continues when/where possible.
- Students are to practice proper hand hygiene and sanitize/wash their hands throughout the day.
- Enhanced cleaning protocols will continue.
- Masks are mandatory for all students and staff on school buses and Division provided transportation.

All COVID protocols will be reviewed after September 27<sup>th</sup>.

Please visit [www.ecsd.net](http://www.ecsd.net) for our Division Back to School Plan

**Thank you! Looking forward to seeing the students.**  
**Staff of Cardinal Léger**