

Secondary School

Site Specific Plan and Routines for Parents*

School Name: BERNIE CUSTIS SECONDARY SCHOOL

Topic	School Information, Routines and Expectations																																										
Student Registration	All student registration will be virtual. Parent/guardians or 18+ students may contact the main office at 905-296-2504 or berniecustis@hwdsb.on.ca																																										
School Bell Times and Rotational Model	<p>4-Period School Daily Bell Schedule: The adaptive model will allow each school to maintain their respective start and end (bell) times. In the adaptive model, each school day is 380 minutes, including instructional, travel, and transition times.</p> <table border="1" data-bbox="430 877 1092 1478"> <thead> <tr> <th colspan="2">Schedule</th> </tr> </thead> <tbody> <tr> <td>Block 1: 8:50-11:20</td> <td>145 minutes Face-to-Face + 5 min Independent Learning</td> </tr> <tr> <td>Dismissal/Travel: 11:20-12:40</td> <td>80min</td> </tr> <tr> <td>Block 2: 12:40-1:30</td> <td>40min Remote 10min Independent</td> </tr> <tr> <td>Block 3: 1:30-2:20</td> <td>40min Remote 10min Independent</td> </tr> <tr> <td>Block 4: 2:20-3:10</td> <td>40min Remote 10min independent</td> </tr> </tbody> </table> <p>Below are the rotation dates for semester 1:</p> <table border="1" data-bbox="430 1514 1523 1751"> <thead> <tr> <th>Rotation:</th> <th>Start Date:</th> <th>End Date:</th> <th>Instructional Days:</th> <th>In-Person Course:</th> <th>Remote Learning Courses:</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Sept. 14</td> <td>Oct. 9</td> <td>20</td> <td>Period 1</td> <td>Periods 2,3,4</td> </tr> <tr> <td>2</td> <td>Oct. 13</td> <td>Nov. 10</td> <td>21</td> <td>Period 2</td> <td>Periods 3,4,1</td> </tr> <tr> <td>3</td> <td>Nov. 11</td> <td>Dec. 10</td> <td>21</td> <td>Period 3</td> <td>Periods 4,1,2</td> </tr> <tr> <td>4</td> <td>Dec. 11</td> <td>Jan. 22</td> <td>21</td> <td>Period 4</td> <td>Periods 1,2,3</td> </tr> </tbody> </table>	Schedule		Block 1: 8:50-11:20	145 minutes Face-to-Face + 5 min Independent Learning	Dismissal/Travel: 11:20-12:40	80min	Block 2: 12:40-1:30	40min Remote 10min Independent	Block 3: 1:30-2:20	40min Remote 10min Independent	Block 4: 2:20-3:10	40min Remote 10min independent	Rotation:	Start Date:	End Date:	Instructional Days:	In-Person Course:	Remote Learning Courses:	1	Sept. 14	Oct. 9	20	Period 1	Periods 2,3,4	2	Oct. 13	Nov. 10	21	Period 2	Periods 3,4,1	3	Nov. 11	Dec. 10	21	Period 3	Periods 4,1,2	4	Dec. 11	Jan. 22	21	Period 4	Periods 1,2,3
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Masks/Face Coverings	All students must wear a non-medical mask or face covering on school buses and in the school. Contact school administrators, Mr. Goodram (A-K) or Ms. Sykes (L-Z) if you have any concerns about your student wearing a mask/face covering.																																										

Bus loading and unloading	School buses will unload at: The doors by Cannon and Melrose Ave. School buses will load at: The doors by Cannon and Melrose Ave. <i>All students will be assigned to a seating plan and will be grouped according to their cohort.</i>
School Parking Lot	Any students with vehicles can use the parking lot on Balsalm Ave across from the Tim Horton's stadium.
Entry and Exit Doors for Students	Students will be designated specific entry points closest to their classes. More information will be posted on the school website.
Parent Access to School	Access to the school will be very limited for parents, volunteers and visitors. Contact the main office before coming to the school to speak with a staff member.
Parent Communication with School	Continue to communicate with teachers and the principal through phone and email. Contact the school at 905-296-2504 and berniecustis@hwdsb.on.ca to speak with a teacher, principal or vice principal.
Elevator Use	Elevator use will be restricted to essential use. Contact the main office at 905-2504-4806 or berniecustis@hwdsb.on.ca request access for your student.
Ill or Injured Students	Ill or injured students will wait in a separate supervised location. The school office will contact parents immediately to come to the school for pick up.
Student Lockers	Students won't use lockers until further notice. Bring only the materials and personal belongings you need.
Student Cohort Communication	Students and families can find their assigned cohort on the Parent Portal at the beginning of each rotation.
Staggered Entry in September	September 10 and 11 th - individualized visits for students needing transition support. Staff will contact families to arrange times. For questions, please contact Vice-Principals, Mr. Goodram or Ms. Sykes. <u>In person classes:</u> September 14 – Grade 9 – 10 students Cohort A September 15 – Grade 9-10 students Cohort B September 16 – All Students Cohort A September 17 – All students Cohort B <u>Remote learning:</u> September 10 – Begins for all students
Device Deployment	Device deployment will be supported by homeroom teachers. More information will be posted on the school website.
Student Lunch Routines	If students are remaining for afternoon Study Hall, they may bring a bag lunch and stay for lunch in their morning location OR Students may leave the school property to have lunch offsite for the full 80 minutes, then return for the afternoon Study Hall. Cafeteria services and access to microwaves will be suspended at this time.
Study Hall	Indicate in the Parent Portal your choice for the afternoon remote learning classes. Students who stay will be assigned to one location and seat for the afternoon.
Washroom Use	Students will use washrooms closest to their assigned location. Students will be informed of their designated assignment by their Block teachers. Exceptions may be made by school staff.

Access to Student Services	Parent/guardians - Contact 905-296-2504 or berniecustis@hwdsb.on.ca to speak with a guidance counsellor. Students can contact their guidance counsellors if they wish to continue their learning remotely or take e-learning courses. Students may make in person appointments with guidance. Contact 905-296-2504 or berniecustis@hwdsb.on.ca
Clubs and Extracurriculars	All clubs, extracurricular activities and athletics are suspended for September and until further notice.

*parents, guardians, caregivers