

HWDSB



Westmount Secondary School

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Welcome Back! Hope you had a healthy and restful summer!!

- We are excited about this school year. Although different, we will be working together to support student and staff learning and well-being.
- The purpose of this power point is to review some protocols around health and safety as well as revised school protocols that you can expect as you enter our building.
- The intent of these procedures is to keep students and staff safe.

Month	1st Week					2nd Week					3rd Week					4th Week					5th Week				
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		1 P	2 P	3 P	4 B	7 H	8 SES	9 SES	10 SES	11 SES	14 A	15 B	16 A	17 B	18 B	21 A	22 B	23 A	24 B	25 A	28 A	29 B	30 A		
											Gr.9 & 10*	Gr.9 & 10*													
October				1 B	2 B	5 A	6 B	7 A	8 B	9 A	12 H	13 B	14 A	15 B	16 B	19 A	20 B	21 A	22 B	23 A	26 A	27 B	28 A	29 B	30 B
				P1	P1	P1	P1	P1	P1	P1	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2
November	2 A	3 B	4 A	5 B	6 A	9 A	10 B	11 A	12 B	13 B	16 A	17 B	18 A	19 B	20 A	23 A	24 B	25 A	26 B	27 P	30 A				
	P2	P2	P2	P2	P2	P2	P2	P3	P3	P3	P3/4	P3/4	P3/4	P3/4	P3/4	P3/4	P3/4	P3/4	P3/4		P3/4				
December		1 B	2 A	3 B	4 A	7 A	8 B	9 A	10 B	11 B	14 A	15 B	16 A	17 B	18 A	21 H	22 H	23 H	24 H	25 H	28 H	29 H	30 H	31 H	
		P3	P3	P3	P3	P3	P3	P3	P3	P4	P4	P4	P4	P4	P4										
January					1 H	4 A	5 B	6 A	7 B	8 B	11 A	12 B	13 A	14 B	15 A	18 A	19 B	20 A	21 B	22 B	25 E	26 E	27 E	28 E	29 E
						P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4					

P - PROFESSIONAL ACTIVITY DAY
 A - COHORT A
 H - HOLIDAY
 (SES) Transition Days
 E - EXAMINATION DAY
 B - COHORT B
 B - Board HOLIDAY

Rotation	Start Date	End Date	Instructional Days	4 Period School		5 Period School	
				In-Person Course	Remote Learning Courses	In-Person Course	Remote Learning Courses
1 (A=10/B=10)	September 14	October 9	20	Period 1	Periods 2,3,4	Period 1	Periods 2,3/4,5
2 (A=10/B=11)	October 13	November 10	21	Period 2	Periods 3,4,1	Period 2	Periods 3/4,5,1
3 (A=11/B=10)	November 11	December 10	21	Period 3	Periods 4,1,2	Period 3/4	Periods 5,1,2
4 (A=10/B=11)	December 11	January 22	21	Period 4	Periods 1,2,3	Period 5	Periods 1,2,3/4

Please Note: September 14 and 15 are full remote learning days for students in Grades 11 & 12 (regardless of Cohort)

	Monday	Tuesday	Wednesday	Thursday	Friday Week 1	Friday Week 2
Block 1: 8:40-11:10 am 145 minutes - Face-to-Face + 5 min Independent Study	P1 Cohort A	P1 Cohort B	P1 Cohort A	P1 Cohort B	P1 Cohort B	P1 Cohort A
Dismiss/Travel/Lunch 11:10 am -12:45 pm 95 min						
Block 2 12:45-1:35 pm 40min – Remote 10 min – Independent Study	P2	P2	P2	P2	P2	P2
Block 3 1:35-2:25 pm 40min – Remote 10min - Independent Study	P3 /P4 Class	P3/P4 /Class	P3/P4 Class	P3/P4 Class	P3/P4 Class	P3/P4 Class
Block 4 2:25-3:15 pm 40min – Remote 10 min – Independent Study	P5	P5	P5	P5	P5	P5

- Students will be assigned a specific cohort (Track A or B)
- Track A attends Monday, Wednesday and every other Friday
- Track B attends Tuesday, Thursday and every other Friday
- Tracks may change for each face to face rotation. Students will be contacted after Rotation 1 should tracks need to change.
- Requests for cohort changes are unlikely to be accommodated as our classes are at class maximums. We will do our best to accommodate if we can.
- Track splits will be 17 students or less in each class as per Public Health restrictions.

Student Attestation Forms must be completed before entering the building on September 14th. Forms can be accessed on the Parent Portal or on the school website. If this is not done students cannot enter the building.

Students are expected to attend classes everyday following all Public Health and Board protocols for safety (i.e masks, regular sanitizing, assigned entry/exit and seating plans).

Attendance will be recorded for all classes (both morning face to face sessions and afternoon remote learning classes). Remember that remote learning classes will be in real time.

If you have to miss class please let your teacher know and have your parents/caregivers either call/email the school or enter absence on parent portal.

Please talk to your teacher about missed work and revised deadlines for when you return.

- Parents/guardians/caregivers and students over age 18 do a daily screening of their children/themselves(if over age 18) before arriving at school.
- If you answer yes to any of the questions on the checklist, then you will stay home and let the school know you won't be at school that day.
- Your parent/you also need to inform Public Health at 905-974-9848 or your family doctor for testing.

- Students were invited to connect virtually on September 10th and September 11th as a welcome and orientation with each of their teachers. If missed or could not log on, please do not worry—review of this power point will ensure you are familiar with the protocols.
- Grade 9s and Grade 10s Track A will attend their first face to face session for period 1 at Westmount on Monday, September 14th from 8:40 -11:10 am. Students will continue their learning remotely (either at home or study hall) for period 2, 3 and 4, period 5 in the afternoon. Please review previous slide for for times.
- Grade 9 and 10 students Track B will attend their first face to face session for period 1 at Westmount on Tuesday, September 15th from 8:40-11:10 am. Students will continue their learning remotely (either at home or study hall) for periods 2, 3 and 4 and 5 in the afternoon. Please see previous slide for times.
- Students in Grades 11 and 12 will learn remotely all periods (all day from home) on September 14th and September 15th. Remember that classes will be delivered in real time and attendance will be taken.
- All students in Track A will be in the building on September 16th for their period 1 face to face sessions.
- All students in Track B will be in the building on September 17th for their period 1 face to face sessions.
- Students in Track B will be in the building on September 18th for their period 1 face to face sessions.

* Study Hall is the afternoon location for students to engage in Remote Learning. You need to stay in this location for the whole afternoon unless otherwise directed by school staff. You will be assigned to a seat for this space.

*** Students that wish to participate in Remote Learning at home need to have parents/guardians complete the form in the Parent Portal**

- If you sign up for Study Hall you will be located in the study hall that is on the same floor as your classroom.
- If your face to face class is on the **first floor** your study hall in the afternoon will be in the **cafeteria**.
- If your face to face class is on the **second floor** your Study Hall will be located in the **Learning Commons**.
- Depending on the number of students staying for the day the location of the study halls may change.
- Seating will be assigned and attendance recorded. If you sign up for study hall you are expected to attend the entire session for the semester.
- The space is meant for remote learning only. Please bring headphones. You will not be able to socialize.
- You cannot pick your Study Hall location as we are expected to adhere to Public Health restrictions that monitor and limit the number of student contacts.

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School Signage

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COUGH OR SNEEZE INTO YOUR ELBOW


Avoid contact with your hands.



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KEEP RIGHT



Keep to your **RIGHT**, if possible when walking in school.

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NO MORE THAN _____ PEOPLE IN THE WASHROOM



To reduce the risk of COVID-19, we are limiting the number of people in this space. Please stay at least 2 meters

PRACTICE PHYSICAL DISTANCING

STAND HERE



2 meters minimum

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Students

- All students will be required to wear a non-medical or cloth mask while indoors in school, including in hallways and during classes. Outdoor times can be used as opportunities to provide students with breaks from wearing masks within their cohorts, provided proper physical distancing measures are taken.
- Masks must cover the nose, mouth and chin without gaping. This increases the benefits of mask wearing.
- Students may wear their own non-medical masks provided the students' own mask can be worn in the appropriate manner. Non-medical masks will also be made available for students.

- Students are encouraged to maintain a distance of 2 metres (3 steps) from others while on school property and inside the building
- Classrooms have been set up to ensure that desks are distanced from each other. Students are not to move any desks or furniture
- In the hallways and stairwells, students are to follow the signage and continue directly to their destination.



- Brainstorm ideas on how to manage seeing friends for the first time
- How do you manage a situation where others don't seem concerned with social distancing?



The school has been divided into 4 colour zones

- Zone 1--Blue
- Zone 2--Pink
- Zone 3--Orange
- Zone 4—Purple

Students are expected to enter and exit the building from their assigned entrance/exit door in their colour zone. Students will go directly to their classroom upon entry and exit the building directly once class is over.

NEW: Students cannot enter the building before 8:25 am and must leave the building by 3:30 pm. You will need to make arrangements for transportation drop off/pick up as you will not be allowed to wait in the building. This is to allow proper and enhanced cleaning to occur in preparation for each cohort.

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Zone 1 = BLUE

- Includes 2 floors (Art, English, Vocal Music, CWS, Humanities)

Entry/Exit Doors Include:

- V – doors outside room 2011 and 2009
- U – Doors from parking lot outside room 1077
- A – Front foyer doors
- Students are expected to use the stair cases associated with these entries to access the second floor.

Washrooms Include:

- 1078/1080 – for classrooms on the first floor
- 2003/2005 – for classrooms on the second floor

Zone 2 = Pink

- Includes 2 floors (Music, Phys. Ed, Media Arts, Drama, Learning Commons, Guidance Office, Main Office)

Entry/Exit Doors Include:

- B – Main Office Entrance – doors closest to the Main Office/Guidance Office
- Students are expected to use the stair case near room 1013 (music) to access the second floor.

Washrooms Include:

- 1078/1080 – for classrooms on the first floor (Music/PE)
- 2003/2005 – for classrooms on the second floor (Media/Drama/LC)

*** please note the gym change rooms must remain closed to all students—no change room or washroom access***

Zone 3 = ORANGE

- Includes 2 floors (Languages, English, Alt. Ed, Student Success, Coop, Math, Science, and ALL Portables)

Entry/Exit Doors Include:

- P – doors from the back parking lot
- H (exit only) – across from the caf, adjacent to room 1028
- I (exit only) – adjacent to room 1036
- Students are expected to use the stair cases associated with these entries to access the second floor.

Washrooms Include:

- 1030/1032 – for classrooms on the first floor
- 2030/2032 – for classrooms on the second floor

Zone 4 = PURPLE

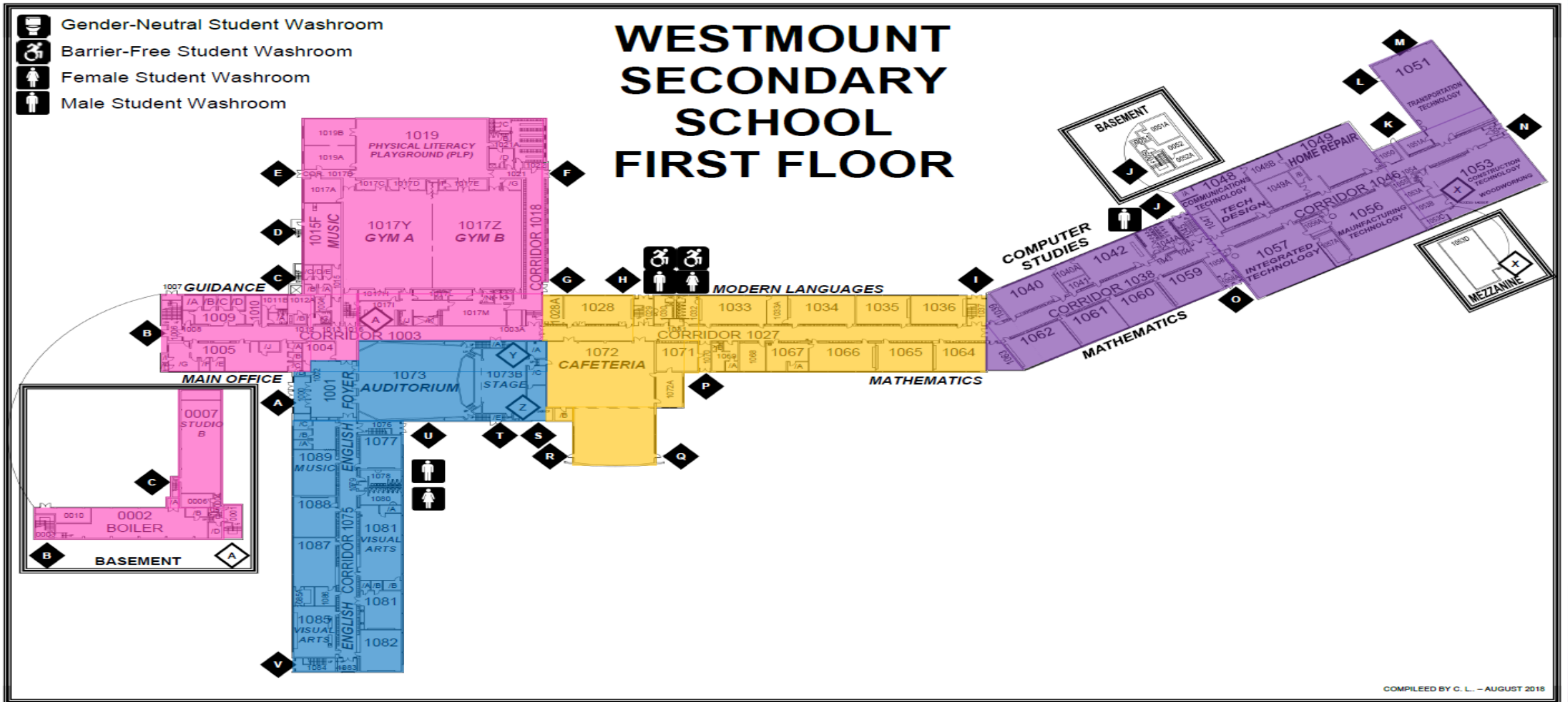
- Includes 1 floor (Math and Technology)

Entry/Exit Doors Include:

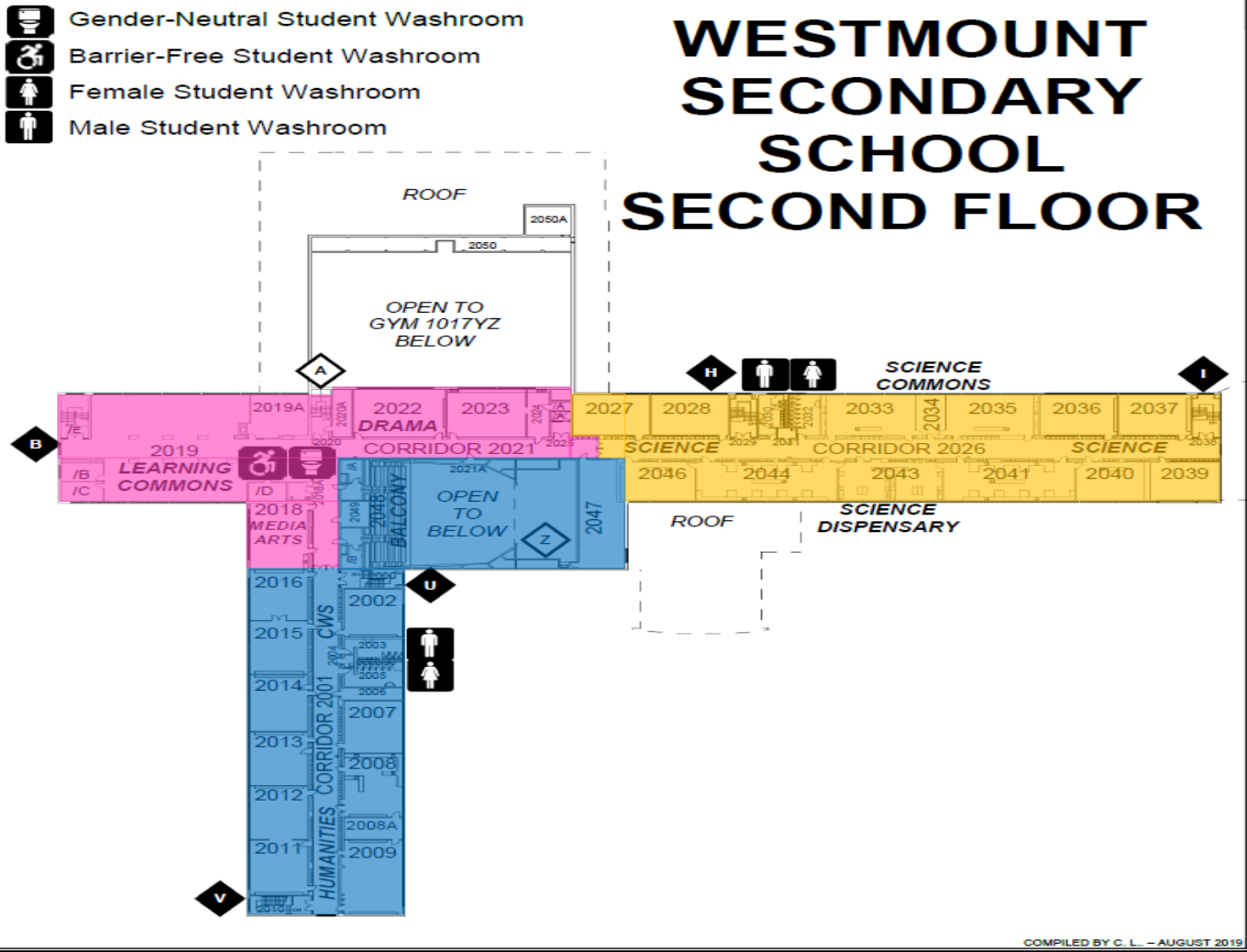
- N – tech hall doors (off of Rolston Drive)
- J (exit only) – adjacent to room 1044

Washrooms Include:

- 1030/1032 – in the orange zone across from the cafeteria
- 1044 – Boys only washroom in the math/tech hall



WESTMOUNT SECONDARY SCHOOL SECOND FLOOR



COMPILED BY C. L. - AUGUST 2019

DIRECTORY

WASHROOMS

- SINGLE OCCUPANT STUDENT: 1054, 2018A
- BARRIER-FREE STUDENT: 2018A
- FEMALE STUDENT: 1032, 1080, 2005, 2032
- MALE STUDENT: 1030, 1044A, 1078, 2003, 2030
- SINGLE-OCCUPANT STAFF: 1054, 2018A
- BARRIER-FREE STAFF: 2018A
- FEMALE STAFF: 1012C
- MALE STAFF: 1011A

CARETAKING

1012A

ADMINISTRATION

- MAIN OFFICE (ATTENDANCE): 1005
- PRINCIPAL: 1005G
- VICE PRINCIPALS: 1005E, 1005F
- CONFERENCE ROOM: 1004, 1010

STUDENT SERVICES

- GUIDANCE: 1009
- CO-OP: 1069
- LEARNING COMMONS: 2019
- STUDENT SUCCESS: 1067

LEARNING RESOURCES

- LEARNING RESOURCE: 2019B
- ALTERNATIVE EDUCATION: 1066

COMMUNITY SERVICES

- PATHWAYS, SOCIAL WORKER: 1005A

CAFETERIA

1072

STUDENT COUNCIL

1068

DEPARTMENT OFFICES

- ARTS (*VISUAL ARTS, DRAMA, MEDIA ARTS*): 1086
- CANADIAN AND WORLD STUDIES (*GEOGRAPHY, HISTORY, CIVICS, INDIGENOUS STUDIES*): 2014
- eLEARNING: 2020A
- ENGLISH: 1077
- HUMANITIES (*FAMILY STUDIES, BUSINESS, WORLD RELIGION, PHILOSOPHY*): 2014
- MODERN LANGUAGES (*FRENCH, SPANISH AND OTHER MODERN LANGUAGES*): 1033A
- MATHEMATICS: 1028
- MUSIC: 1015A, 1089A
- PHYSICAL EDUCATION - BOYS: 1017L
- PHYSICAL EDUCATION - GIRLS: 1017A
- SCIENCE: 1028
- TECHNOLOGICAL STUDIES (*TECH COURSES, COMPUTER STUDIES*): 1041, 1050

STAFF ROOM

1028A

PHYSICAL EDUCATION ROOMS

- GYMNASIUM: 1017YZ
- PHYSICAL LITERACY PLAYGROUND: 1019
- STUDIO B: 0007
- SPIN: 1019B
- HEALTH: 1019A
- FOOTBALL: 1017M
- FEMALE STUDENT CHANGEROOM: 1021A
- MALE STUDENT CHANGEROOM: 1017I

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- Students need to sign out if being excused to go to the washroom. Number of students excused will be limited.
- Students should use the closest washroom within their colour zone.
- Any student, at any time, can use the universal washroom, located on the second floor adjacent to the Learning Commons and Media Arts lab.

- Students are to sanitize upon entering the building. Sanitizer will be available in classrooms; Washrooms will have soap and water.
- Students must wear masks into the building and throughout the building unless there are special circumstances.
- Students who cannot wear masks must have parent/guardian sign off on a mask exception form found in the parent portal or on the school website. This must be submitted to the school.
- Students are encouraged to sanitize regularly and sanitize/clean equipment as directed by your teacher where specialized equipment is used in the classroom.

- Students are not permitted to eat in class without teacher permission during the 150 minutes face to face time.
- Students can bring a water bottle with their name on it and will be permitted to refill them at the water hydration stations.

- Students will not have access to lockers during the Adaptive Model.
- Schools will review locker use as the weather changes.
- Bring only the essentials to our Face to Face Learning Blocks.
- Students will not be able to share supplies.
- Supplies may be provided by the classroom teacher but are only to be used individually and must be disinfected by the student before returning to the teacher.
- Students in phys.ed/health classes are expected to be dressed appropriately for class as change rooms will not be accessible

- Students should ensure that they are prepared for class with their iPad charged as we are limiting common touch surfaces (e.g., charging stations) and want to ensure physical distancing in the classroom (e.g., getting up to plug in your device)
- As with other items, students are not to share their technology (e.g., device, charging cords) with others
- Grade 9s will receive their updated TLE ipads on September 14 and 15 during their first face to face sessions.
- Ipads loaned last year between March and June need to be returned to receive their new ipads.
- Digital Use Permission forms must be signed and submitted to keep the assigned Westmount ipads.
- Other students new to the school will receive their ipads later in the week.
- If you do not have access to technology please let your teacher know and arrangements will be made in the office.

- 95 Minute Lunch/Transition Time
- Students who remain in the building will eat in their assigned study hall seat.
- Students who go out for lunch and are returning to school for study hall are required to remain out of the building until 12:40 pm and will re-enter the building through their assigned entry/exit doors.
- Cafeteria services will not be open for use and no supplies (e.g., plastic cutlery) will be available.
- Students will not have access to microwaves or refrigerators.
- Students are encouraged to bring litter-less lunch to keep our spaces clean and minimize our environmental impact.

Whenever possible, we are encouraging students to connect with school supports (e.g., guidance counsellors, student success teachers, mentoring EA's) using technology (e.g., email, MS Teams, the HUB).

Student Services-- Students with last names:

- A-F: Ms. Currie- jcurrie@hwdsb.on.ca
- G-H: Mr. Vermeer- jvermeer@hwdsb.on.ca
- I-O: Ms. Nagpal- jnagpal@hwdsb.on.ca
- P-Z: Ms. Rex- hrex@hwdsb.on.ca

- Student Success Teacher: Mr. Armstrong- marmstro@hwdsb.on.ca

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Learning Resource—Students with last names:

- A-E & Q-Z: Ms. Hagger- dhagger@hwdsb.on.ca
- F-L: Ms. Papalia-Potvin- mpapalia@hwdsb.on.ca
- M-P: Mr. Potvin- apotvin@hwdsb.on.ca
- Educational Assistant: Ms. Peckham- dpeckham@hwdsb.on.ca

Whenever possible, we are encouraging students to connect with school supports (e.g., guidance counsellors, student success teachers, mentoring EA's) using technology (e.g., email, MS Teams, the HUB).

Vice-Principals—Students with last names:

- A-L: Ms. Pillinini- cpillini@hwdsb.on.ca
- M-Z: Mr. Stepaniuk- dstepani@hwdsb.on.ca

Principal

- Ms. Malhotra- gmalhotr@hwdsb.on.ca

- Feel free to contact the school if you have any further questions at 905-385-5395 or email westmount@hwdsb.on.ca



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Thank you!

Looking forward to a great year of learning
together!

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