

Lockerby Composite School

1391 Ramsey View Court, Sudbury, Ontario P3E 5T4 | Tel: 705.522.1750 | Fax: 705.522.0658

Craig Runciman, HBA, MA, BEd, MEd
Principal

Ryan Lafraniere, BSc (Hons), BEd, MEd
Vice-Principal

Hello Vikings Community!

As we transition into our second semester, we thought that we would share a few reminders and important messages.



Face-to-Face Learners – Semester 2 Start

Welcome to our Second Semester! Our Semester 2 classes will begin on Monday, February 8th, 2021.

- For students being dropped-off by bus on Ramsey Lake Road, we ask that you continue to enter the building through the Main Entrance Doors.
- For students being dropped-off by bus at the side of the school, we ask that you continue to enter the building through our Guidance Doors.
- For students being dropped-off by parents/guardians or are walking to school, we ask that you continue to enter the building through the Main Entrance Doors.

As you enter the building at your designated entrance, you will still be required to hand sanitize, find your homeroom classroom number on the walls nearby both entrances (without congregating), and proceed directly to your homeroom classroom. Students will not be allowed to congregate in the hallways in order to maintain cohorting. Students should continue to take note of the posters, directional arrows, and hallway divisions to ensure that everyone is moving to class in the proper direction and in ensuring distancing. As always, staff will be in the hallways to answer questions, show students to classrooms, and make sure that our school entry runs smoothly. Once students are in their homeroom classes, they will receive their timetables (on the first day of classes) and learn about specific classroom health and safety procedures.

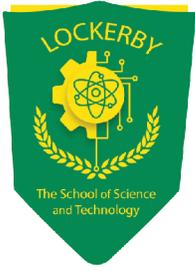
Remote Learners – Semester 2 Start

Welcome to our Second Semester! Our Semester 2 classes will begin on Monday, February 8th, 2021.

Please note that our Guidance Department will be reaching-out to all of our Remote Learners to provide them with instructions in the days before their first classes of Semester 2 (by phone or by email). In the interim, we are attaching login instructions for the Virtual Learning Environment (D2L). As we continue the Semester 1 wrap-up process, Semester 1 Remote Learners can begin to return/drop-off their textbooks/equipment to the school at any point during the day. We will make sure that there will be someone on hand in the Main Office until 5:00pm the week of February 1st – 4th for returns/drop-offs as well. Once we receive returns, we will begin the process of re-distributing items. In terms of Semester 2 pick-ups, we are tentatively looking at the week of February 16th – 19th, with more details to follow. At that time, Remote Learners will also be able to pick-up their Report Cards and any Viking Scholars certificate/awards.

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Attendance Procedures Reminder

We are attaching our Attendance Policy as a reminder to our Face-to-Face Learners and Remote Learners. For those students who have chosen to learn Face-to-Face, please note that there is an expectation that they attend in person each day (if they are well enough to do so). Our Viking Remote Learners should be engaging in their lessons by interacting with their teachers and classmates, using Google Meet chats, and maintaining good attendance to maximize their learning. The expectation for remote learners is that they engage synchronously in every lesson, for the entirety of the class.

Opportunity to Pivot – April 2021

A reminder that the next opportunity for parents/guardians to transfer students between remote and face-to-face instruction will be April 20th, 2021, which will be the final opportunity for the remainder of the school year. Parents/guardians will be invited to confirm their status by completing a survey (one per child). The survey will be available the second week of April, 2021.

Self-Screening

It is important to note that students, teachers, and school staff must continue to self-screen for symptoms of COVID-19 before leaving home. Students (and staff) who are unwell must stay home from school and should seek COVID-19 testing. Please use Ontario's online self-assessment tool at <https://covid-19.ontario.ca/school-screening/> and follow the online instructions.

Personal Protective Equipment (PPE) for Students

The Ministry of Education and Rainbow District School Board has mandated that all students wear a non-medical (or cloth) mask. It will be the students' responsibility to ensure that their mask is washed on a daily basis. We are recommending that students carry extra masks with them each day. Students must wear their mask throughout the entirety of the day including in hallways and during classes.

Personal Belongings

All personal belongings will continue to remain with students throughout the entire day and all personal items will be transported with students between periods and lunch (no lockers will be issued this year). Essentially, all bags, shoes, boots, and coats must remain with students throughout the day. Personal belongings should not be left unattended (we are not responsible for lost or stolen items). We are asking that all students minimize the number of belongings they bring to school. We are also asking that students bring a refillable water bottle to school for the water filling stations (all traditional water fountains will be turned off/removed).

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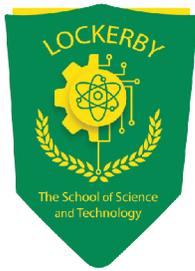
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Student Timetables



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All Lockerby Composite School students will be attending school every day each week. Students who have chosen remote learning will connect live with the class as it occurs in the school. Synchronous learning will be delivered by the regular classroom teacher. Most students will continue to take 4 credits/subjects in the second semester. The timetable below has been designed to limit contacts to approximately 100 direct contacts per week. A reminder that the Week 1 and Week 2 schedule covers all periods:

Secondary School Timetable - At a Glance

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	AM Period 1 (150 min.) Lunch (40 min.) PM Period 2 (150 min.)	AM Period 1 (150 min.) Lunch (40 min.) PM Period 2 (150 min.)	AM Period 1 (150 min.) Lunch (40 min.) PM Period 2 (150 min.)	AM Period 1 (150 min.) Lunch (40 min.) PM Period 2 (150 min.)	AM Period 1 (150 min.) Lunch (40 min.) PM Period 2 (150 min.)
Week 2	AM Period 3 (150 min.) Lunch (40 min.) PM Period 4 (150 min.)	AM Period 3 (150 min.) Lunch (40 min.) PM Period 4 (150 min.)	AM Period 3 (150 min.) Lunch (40 min.) PM Period 4 (150 min.)	AM Period 3 (150 min.) Lunch (40 min.) PM Period 4 (150 min.)	AM Period 3 (150 min.) Lunch (40 min.) PM Period 4 (150 min.)

Our School Day Schedule

A reminder that our School Day Schedule has been modified significantly from previous years and is divided by 'Coded Course.' Below are some examples of 'Coded Courses' that are found on student timetables (to be re-distributed on the first day of Semester 2 classes in homerooms).

- SNC1P0-01: Grade 9 Coded Class
- FIF2DI-01: Grade 10 Coded Class
- TGJ3M0-01: Grade 11 Coded Class
- ENG4UL-01: Grade 12 Coded Class

Students will be reminded about our school day structure in their homeroom classes on their first days of Semester 2 (given that students have new courses, which may not follow their Semester 1 routine). In the interim (and for our Remote Learners), below are 2-sets of our School Day Schedule (which may need to be amalgamated based on each student's individual timetables).





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Grade 9 and 10 'Coded Classes' : Bell Times and Timetable

TIME	DESCRIPTION	NOTES
8:15	Warning Bell	
8:20 – 9:35	Teaching 'Period 1 or 3'	<ul style="list-style-type: none"> 155 minutes Morning Announcements and 'O Canada' 10 minute break (staggered by class) Period 1/3 Grade 9 Teachers in the hallways for transitions Period 1/3 Grade 10 Teachers in the hallways for transitions
9:35 – 9:45	Break	
9:45 – 10:55	Teaching 'Period 1 or 3'	
10:55 – 11:35	Lunch	<ul style="list-style-type: none"> 40 minute lunch with 5 minute transition Grade 9s in Cafeteria sectioned by cohort Grade 10s in Auditorium sectioned by cohort Period 2/4 Teachers in the hallways for transitions
11:35 – 11:40	Transition	<ul style="list-style-type: none"> 160 minutes 10 minute break (staggered by class)
11:40 – 1:00	Teaching 'Period 2 or 4'	
1:00 – 1:10	Break	
1:10 – 2:20	Teaching 'Period 2 or 4'	



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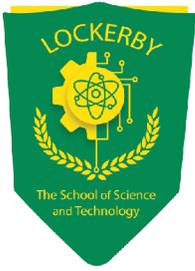
Grade 11 and 12 'Coded Classes' : Bell Times and Timetables

TIME	DESCRIPTION	NOTES
8:15	Warning Bell	
8:20 – 9:35	Teaching 'Period 1 or 3'	<ul style="list-style-type: none"> 160 minutes Morning Announcements and 'O Canada' 10 minute break (staggered by class) Period 1/3 Grade 11 Teachers in the hallways for transitions Period 1/3 Grade 12 Teachers in the hallways for transitions
9:35 – 9:45	Break	
9:45 – 11:00	Teaching 'Period 1 or 3'	
11:00 – 11:05	Transition/Break	<ul style="list-style-type: none"> 5 minute transition Period 1 Teachers in the hallways for transitions
11:05 – 11:50	Teaching 'Period 2 or 4'	<ul style="list-style-type: none"> 45min (Part I)
11:50 – 12:30	Lunch	<ul style="list-style-type: none"> 40 minute lunch with 5 minute transition Grade 11s in Cafeteria sectioned by cohort Grade 12s in Auditorium sectioned by cohort Period 2/4 Teachers in the hallways for transitions
12:30 – 12:35	Transition	
12:35 – 1:35	Teaching 'Period 2 or 4'	<ul style="list-style-type: none"> 100 minutes with 5 minute break (Part II) TOTAL: 150 minutes total with 40 minute lunch TOTAL: 10 minute breaks/transitions (staggered by class)
1:35 – 1:40	Break	
1:40 – 2:20	Teaching 'Period 2 or 4'	

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Hallway Traffic and Movement

Please note that throughout the school we still have directional posters, arrows, and dots to indicate traffic flow. Again, tape has been placed on the floor to separate direction of movement and we will continue to encourage students to maintain distancing in the hallways. Our staff will be out in the hallways for all transitions to ensure distancing and proper flow to classes (based on grade-level staggering). It is a tradition at Lockerby Composite to have staff in the hallways at the beginning of the day and throughout transitions, breaks, and lunch as part of our invitational learning initiatives.

School Signage

COVID-19 signage continues to be placed on walls and floors to help students maintain distance. The signage is posted at entrances, in classrooms, large spaces, meetings spaces, and other rooms. Throughout our school, tape has been used in the middle of the hallways to separate flow of hallway movement. Likewise, floor decals (arrows and dots) have been specifically placed on the floor - please note that each colour does not represent anything specific.

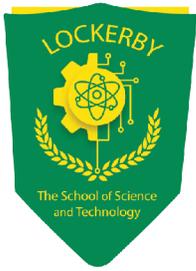
Lunch - Cafeteria / Auditorium

Based on our schedule, our Grade 9/10 and 11/12 lunch start times are staggered. Students choosing to go outside at the start of the lunch period will be allowed to do so. However, during this current province-wide lockdown, the Ministry of Education, through the Rainbow District School Board and in consultation with Public Health Sudbury has stated that students can go home for lunch, but cannot go to public places during lunch. As such, Lockerby Composite School students will not be allowed to visit community stores or restaurants during the lunch hour and during the school day. This protocol means that Vikings will not be allowed to visit places like Tim Horton's, Kentucky Fried Chicken, Tony V's Restaurant, or the Shell Gas Station, for example. Again, despite the implemented Stay-At-Home Order, Vikings can still go outside at lunch for a mask break, or to eat outside, but are to now remain on school property only, specifically remaining on school property from the Guidance side-entrance to the front of the school, and extending down to our field. In other words, Vikings are asked to please stay at the front of the school. A reminder that the re-opening of the main doors for re-entry will occur with 5 minutes remaining before afternoon classes begin.

Students choosing to remain in the building will be cohorted in the Cafeteria or Auditorium. Please note that our Cafeteria Served will be open at lunchtimes only. Debit transactions or Zipthru cards will be the method of payment for Cafeteria Served purchases. More information regarding purchases can be found at www.zipthru-card.ca and at the Cafeteria Served. All vending machines and microwaves are off-limits.

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School Day Dismissal

Our school-day dismissal will be staggered and will begin at 2:20pm. Students will be dismissed via the PA system to preserve busing cohorts. Bus numbers (including walkers/pick-ups) and exit door location will be announced (in 30 - 45 second intervals) based on Sudbury Busing Consortium times and bus location (Ramsey View Court and Guidance Entrance). Students are asked to sit in their classroom seats until their bus is called and students will then be asked to exit the building using arrows and signage.

School Policies / Procedures / Protocols / Expectations

Upon our return from the holiday break, overviews of school procedures and overviews of health and safety protocols occurred in our classes. Likewise, school-year programming expectations and school policies and procedures will be reviewed on the first day of Semester 2 classes. Please know that we will also continue to provide weekly Friday updates through our 'Lockerby Newsletter' (shared by way of email communication to parents/guardians and sharing on our social media websites). Likewise, we will continue to have daily school video announcements from our Student Council, which are posted on our website.

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