

Dear Parents and Students,

The SWC Guidance department would like to share with you the 3 methods through which we will be communicating and sharing information, as everything is a little bit different this year!



1 – SWC Website sirwinston.dsbm.org

We post information in 3 subsections of the News feed that **everyone can access**:

A screenshot of a news feed with a blue header that says "NEWS". Below the header are several announcements, each with a blue star icon to its left. The announcements are: "Parent Council Meeting Oct 14 - now Virtual in Google Meets" (dated Oct 09, 2020), "October Calendars are now available for viewing" (dated Sep 23, 2020), "Potential Grads Updates and Info (as of Oct. 14th)..." (dated Sep 16, 2020), "Do You Want to be a Tutor? Do You Need a Tutor?" (dated Sep 16, 2020), "Beyond These Walls Opportunities for SWC students (as of Oct. 16th)..." (dated Sep 15, 2020), "SWC School Specific Student Guide" (dated Sep 02, 2020), and "All SWC Students Guidance Updates & Info (as of Oct. 15th)..." (dated Jun 02, 2020).

Note that the date in the title will reflect when new information has been added.

2 – SWC By-Grade Guidance Classrooms

A screenshot of four classroom cards for Sir Winston Churchill Secondary School. Each card features a different image of a dog and a plus sign icon in the top right corner. The cards are labeled: "Sir Winston Churchill Secondary School-Grade 9 Only", "Sir Winston Churchill Secondary School-Grade 10 Only", "Sir Winston Churchill Secondary School-Grade 11 Only", and "Sir Winston Churchill Secondary School-Grade 12 Only".

We post announcements in SWC grade specific D2L “classrooms”. Every SWC student is registered in one of these classes and students need to “pin” the class so that it easily appears on their list of active courses. Details of how to do this, and how parents/guardians can sign up to get notifications can be

found in the grade assembly video that is posted in the classroom. **Only students can access their classroom**, so we encourage students to let their parents/guardians peek over their shoulders on a regular basis!

3 – Email



Through Aspen, DSBM's new operating system, we can send emails to students and parents/guardians. Student emails will go to their Google account; parent/guardian emails will go to the address provided on the verification form that was submitted to the main office. If you're getting this email, then you're all set up! If not, and you're reading over someone else's shoulder, please contact the main office to adjust your contact information.