

# Sir Winston Churchill

## Return to School Information

### September

### 2020



**Welcome back everyone!** Please carefully read over this school specific guidebook that has been created as a companion to [DSBN's Student Guide](#). The most important message is that school starts for every student on September 8 if they have a period 1 class, whether it is in person or at home. If you are Cohort A, the first day of school is in person. If you are Cohort B, or a full online student, you will have online access to your period one class (in either D2L or Google Classroom). Teachers will be reaching out to you, and a process to access synchronous online support for remote learners will be communicated.

The second most important message concerns your timetable. Instructions on how to find your timetable are located on page 2. Please check your timetable the weekend before school starts, because guidance is still in the process of changing courses based on summer school results. The school is also in the process of making sure cohort numbers are balanced according to Public Health recommendations. In other words, timetables might still change! The good news is that any changes we make at our end, appear on the student's end at the same time.

## Return to School Details For Those Who Have Chosen In-Person Adaptive Learning

Students who have selected this opportunity will be attending school in cohorts and will be completing the rest of their learning online.

### Our bell times

- Start of classes - 9:20 a.m.
- End of classes - 1:15 p.m.

### September Calendar

[Cohort A September Schedule Non-MSIP](#)

[Cohort B September Schedule Non-MSIP](#)

[Cohort Online September Schedule Non-MSIP](#)

### Study Hall

- A supervised area in the lower cafeteria will be available daily for students who have an early bus arrival (before 9am). Students will be divided by grade into specific areas of the cafeteria
- **This area is only available for early bussed students and other families who first contact us by email to [michelle.villeseche@dsbn.org](mailto:michelle.villeseche@dsbn.org) are approved by administration.**

### Online Learning

- Students will be using D2L Brightspace and/or Google Classrooms to access their online classrooms and need to regularly monitor their school email for reminders and notifications
- It is important to participate daily as you would on a regular school day and complete your learning to stay on track
- Teachers will be providing you with more specific details about your period 1 class on September 8th, please make sure to login and be ready to get to work!

### Timetable and Cohort

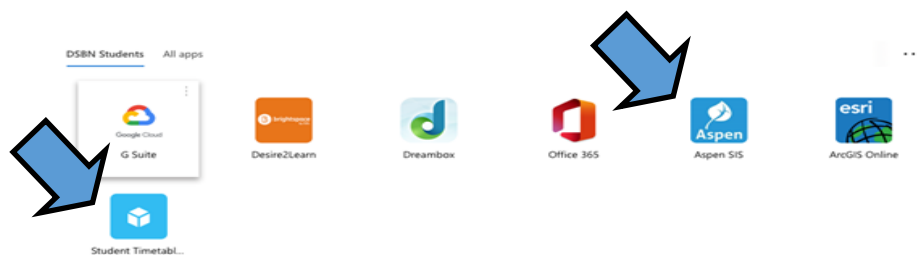
How do I access my timetable?

- There is now a Staff & Student Login at [dsbn.org](https://dsbn.org) and on all school homepages - <https://sirwinston.dsbn.org/>. Look for it at the top of the page, off to the right. It looks like this:



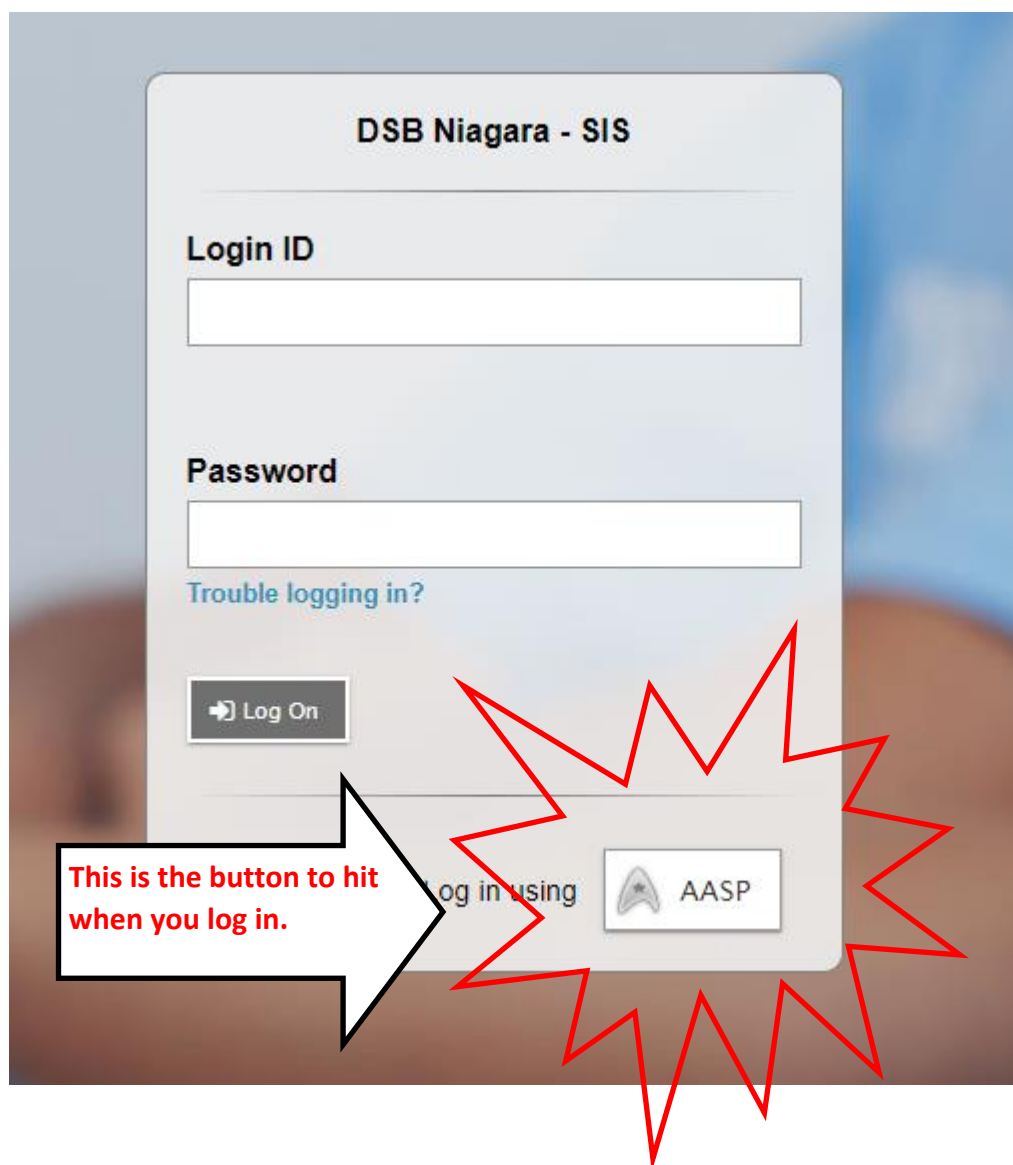
- You need to enter your username - i.e. `username@students.dsbn.org`.

- If you do not remember your password, the Student Login also leads to a page with information on getting a password reset. Here is the link if you want to jump to these instructions: <https://sway.office.com/DldoDNYRpuYhGYn6?ref=Link>.
- When you are logged in, you will be able to access a variety of applications. Timetables are in the “Aspen” application.
- For more explanation on how to navigate Aspen, and access your timetable, click on the icon titled, “Student Timetable”. Here is a quick link to that document: <https://sway.office.com/ZbZDkx3GYjLu8maq?ref=Link>.



- If you are new to DSBN (or find your username invalid), please contact our SWC Computer Site Manager [Andre.Huyzers@dsbn.org](mailto:Andre.Huyzers@dsbn.org).
- Are you having difficulty logging into Aspen? Please look to the next page for a common log in error that is easy to remedy.

- Some students are running into trouble with their Aspen log in because they are not hitting the correct button. Be sure to hit “Log in using AASP”



# Return to School Details For Those Who Chose Online Learning

## Sir Winston Churchill Secondary School's September Schedule

### Cohort Online September Schedule – Non- MSIP

#### Secondary Online Learning

- Students remain part of our school's classes and with their assigned teachers
- Students will be using D2L Brightspace and/or Google Classrooms to access their online classrooms and need to regularly monitor their school email for reminders and notifications
- It is important to participate daily as you would on a regular school day and complete your learning to stay on track
- Teachers will be providing you with more specific details about each of your classes on September 8th, please make sure to login and be ready to get to work!
- You will be expected to log on daily at a specific time in the morning every day for morning announcements and to have your attendance taken, you can then begin completing your work for the day. You will hear from us with more details.
- Students will have online connections to their classroom teacher in different ways throughout their online journey, your teacher will be in touch with you on September 8th to provide you specific instructions
- They will also have access to qualified DSBN teachers in all subject areas throughout every day to support your learning

## Registration Forms

- This year, we will be completing registration forms where possible online
- You will be receiving a message through School Cash Online this week with forms requiring your completion

## Return of Loaned Items

- If you are returning to school, please bring your loaned items with you on the first day

- If you are learning at home and have chosen learning online, please contact us at 905-684-6349 or email [michelle.villeseche@dsbn.org](mailto:michelle.villeseche@dsbn.org) to arrange a drop off or pick up of items you no longer need (eg. textbooks, novels etc.)
- If you are not returning to our school, please contact us at 905-684-6349 or email [michelle.villeseche@dsbn.org](mailto:michelle.villeseche@dsbn.org) to arrange a drop off or pick up of loaned items (eg. textbooks, novels etc.)

## Supports Available

### Grab and Go Breakfast Program

- Individually packaged items will be available as you enter the school

### DSBN Mental Health Guide for Parents

- [Parents' Guide: Mentally Healthy Return to School](#)

### Guidance

- I am requesting a timetable change - please send an email to [Irene.Siemiaszko@dsbn.org](mailto:Irene.Siemiaszko@dsbn.org) with your information.

### Social Worker and Youth Counsellor

- If you would like to request an appointment with our Social Worker or Youth Counsellor, you need to email one of them to set up a phone or virtual appointment. Here are a few details about who to contact.
- If you are 16 or over, you can reach out to our Social Worker [Yiching.Chua@dsbn.org](mailto:Yiching.Chua@dsbn.org). If you are under 16, you need to include a parent/guardian in the email, because you need their permission to meet with Ms. Chua.
- If you would like to speak to our Youth Counsellor, email [Ronna.Katzman@dsbn.org](mailto:Ronna.Katzman@dsbn.org).

### I am having difficulty in a course?

- Have you contacted your teacher? If you need to find their email, look it up here: [Teacher Websites and Emails](#)
- Need online support while you are working remotely? DSBN will be creating a process for any student working remotely to have access to a virtual teacher. More details about this process will be shared by your classroom teachers.

### Need a device or Internet Access?

- Please call the school (905-684-6349) or email [Cheryl.Cook@dsbn.org](mailto:Cheryl.Cook@dsbn.org).

### **Need School Supplies?**

- Please email our Student Success Teacher, Mr. Onclin, at [Adam.Onclin@dsbn.org](mailto:Adam.Onclin@dsbn.org).

### **Niagara Public Health**

- Parents and other community members to the general COVID-19 Info-Line, available Monday to Friday from 9:15 a.m. to 8:30 p.m. and Saturday and Sunday, 9:15 a.m. to 4:15 p.m.
  - 905-688-8248 or Toll-free: 1-888-505-6074 press 7, then press 2
  - Parents can also visit our Niagara Parents Social Media accounts for updated information. [Niagara Parents Facebook](#), [Niagara Parents Twitter](#), [Niagara Parents Live Chat](#)
- Main COVID-19 webpage found at [www.niagararegion.ca/health/covid-19/](http://www.niagararegion.ca/health/covid-19/)

### **What if we change our decision about the mode of learning selected during the semester?**

- Please contact the Principal for details, students will be able to change their mode of learning during the semester as circumstances arise.

## **Online Learning**

It is important that students are checking their school email daily and logging into D2L Brightspace or your Google Classroom. Your teacher will be providing you with the work you are to be completing, schedules, due dates etc. They will also provide details to you about supports available to assist you in your learning.

Unlike the spring, when we transitioned to emergency remote learning, online learning will consist of approximately 300 minutes per day where students are completing synchronous, asynchronous or independent learning.

If you do not know how to access D2L and/or Google Classroom, look to this document:

[How to Access D2L and Google Classroom](#)

## What To Bring on the First Day of School

1. Complete the Parental Agreement for Daily Screening located in School Cash Online Registration documents. *This agreement (signed and submitted once) replaces the original plan to have students complete a daily screening tool.*
2. Make sure you have a mask and a brown paper bag to place it when you are eating
3. Any loaned items to return to the school
4. Bring a refillable water bottle with your name on it
5. Bring food/snacks that you can eat at your desk or outside on a break
6. Bring a binder, paper and writing materials
7. Dress prepared for the class you are participating in (ie. physical education, a tech shop, hospitality)

## Health and Safety When Attending School

### Where to enter our school

- Students' are to enter only at the Main Entrance. Students' are required to wear a mask and sanitize their hands upon entry. Hallways are marked with directional arrows, please follow the directions on the floors to maintain proper distance.

### When you arrive at school

- Make sure you have completed a Covid assessment
- Ensure you are wearing your mask
- Enter in the door indicated on the map above
- Maintain physical distancing
- Use hand sanitizer
- Head straight to class (15 minutes before the bell time)
- If you arrive on a bus, or have booked in advance, you can report to the Supervised Study Hall located in the lower cafeteria
- To avoid congestion at the school, please drop students off in the school parking lot.



## How to Stay Informed?

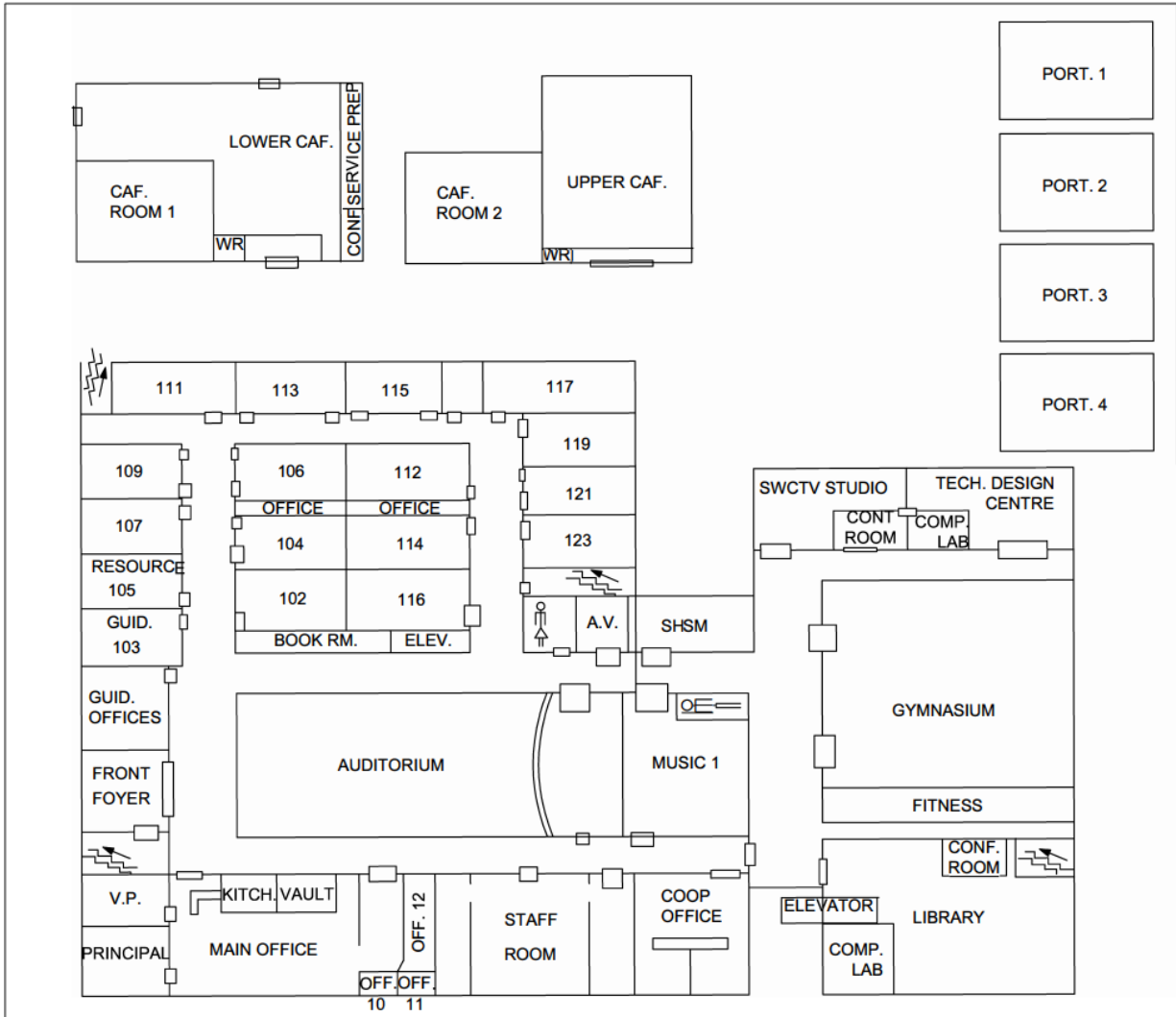
- Review DSBN Board website [www.dsbm.org](http://www.dsbm.org).
- Regularly check your emails for communications from the school.
- Follow our school on Twitter - Sir Winston Churchill Bulldogs@MsGilmore5. You do not need Twitter to see these posts, as they are displayed on our website <https://sirwinston.dsbm.org/>.
- Contact the school at 905-684-6349 or swc@dsbn.org.

## Need to see a School Map?

Look to the following page

Would you like to see a full school tour courtesy of Student Council? – click [here](#).

# Main Floor



## Second Floor

