



WINDERMERE SECONDARY SCHOOL NEWSLETTER

"HOME OF THE WARRIORS"

Principal:	Ms. R. Bains	Address:	3155 East 27 th Avenue, Vancouver, BC, Canada V5R 1P3	
Vice Principals:	Mr. N. Despotakis & Ms. P. MacMillan	Phone:	604.713.8180	Fax: 604.713.8179
PAC Chairperson:	Ms. K. Whelton-Davis	Email:	windermere@vsb.bc.ca	
Director of Instruction:	Mr. C. Stanger	Twitter:	@Windermere_VSB	
Trustee Liaison:	Mr. A. Wong	Instagram:	@windermeresecondary	
		Website:	http://windermere.vsb.bc.ca	

Acknowledging that we live, work and play on the traditional and unceded territories of the Musqueam, Tsleil-Waututh and Squamish people.

Principal's Message

Welcome back Windermere students and families to the start of the 2021-2022 school year. I hope everyone has had an enjoyable and restful summer with time to re-energize and re-connect with loved ones. The Windermere staff are looking forward to welcoming you back to a school year which more closely resembles a regular school year with exciting changes. These changes include a new semester schedule and the introduction of flexible instructional time (FIT).

I would like to extend a special welcome to our Grade 8 students and families, families new to the school, and the following new staff members:

Ms. A. Berry (Dance & Child Development)	Mr. K. Law (Student Support Worker)
Ms. M. Brewster (French & Spanish)	Mr. J. Liang (English - temporary)
Mr. J. Cho (Student Support Worker)	Ms. J. Wall (Resource Teacher – temporary)
Mr. R. Greenshields (Counselling)	

Though we are anticipating a school year which more closely resembles a regular school year, certain protocols remain in place to ensure the health, safety, and well-being of everyone in our school community. Please know that the school has been prepared following all the guidelines of the Provincial Health Officer, the BC Ministry of Education, and the Vancouver School Board. More information about health and safety in Vancouver schools can be found at: [VSB COVID-19 Protocol](#).

As always, we are committed to ensuring we meet the needs of each of our students and set them up for success. We are excited to see the return of extra-curricular activities to engage students and enrich the student experience. The Windermere staff is dedicated to supporting our students in reaching their individual potential. We also recognize that our efforts within the school complement the work of families. We encourage collaboration and a strong partnership with parents and our families. Parents/Guardians are asked to stay connected with the school by keeping informed of the most current information on upcoming events and school news, and to participate in meetings and events whenever the opportunity presents itself. This newsletter provides students and their families with start-up information that will help prepare for a good start and a positive and successful school year. Please review the information included in this letter that outlines our school opening procedures.

Mr. Despotakis, Ms. MacMillan, the Windermere staff, and I look forward to working with you.

Enjoy the last few days of the summer break and we will see our students on September 8!

Ms. R. Bains

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INSTRUCTIONAL DELIVERY FOR 2021-2022 SCHOOL YEAR

This school year will be a return to full in-person instruction. COVID-19 safety protocols are in place and all students will attend classes in person as per their student schedules. Remote instruction will not be offered this year. Families looking for alternative instructional delivery are asked to contact the appropriate Grade Counsellor to discuss other options including online learning or homeschooling.

OVERVIEW OF OPENING WEEK OF SCHOOL

September 8th, 9th & 10th will begin with a homeroom class. Please log in to MyEd BC to determine who your Homeroom teacher is. Homeroom lists will also be posted on the office windows to let students know where to go. Grade 9-12 students will attend Homeroom class on Wednesday, Sept 8th. Grades 8s will attend at 11:00 am after their Link Crew activities. Please note that students in our Life Skills Program will have their first day of school on Thurs, Sept 9th.

Wednesday September 8th Homeroom lists are posted in the office windows	Thursday, September 9th Homeroom lists are posted in the office windows
9:00 – 10:00 a.m. Grade 9 Homeroom	8:35 a.m. Welcoming Bell
9:00 – 9:30 a.m. Grade 8s to tennis courts	8:40 – 9:05 a.m. Homeroom
9:30 – 11:00 a.m. Grade 8 Team Building w/ Link Crew support	9:10 – 10:20 a.m. P1
10:00 – 11:00 a.m. Grade 10 Homeroom	10:25 – 11:35 a.m. P2
11:00 – 12:00 p.m. Grade 8 Homeroom	11:35 – 12:15 p.m. Lunch
12:00 – 1:00 p.m. Grade 11 Homeroom	12:20 – 1:40 p.m. P3
12:00 – 1:00 p.m. Grade 12 Homeroom	1:47 – 3:06 p.m. P4
Friday September 10th Homeroom lists are posted in the office windows	Monday September 13th Regular Schedule Begins
8:35 a.m. Welcoming Bell	8:35 a.m. Welcoming Bell
8:40 – 9:05 a.m. Homeroom	8:40 – 9:51 a.m. P1
9:10 – 10:20 a.m. P1	10:09 – 11:30 a.m. P2
10:25 – 11:35 a.m. P2	11:30 – 12:15 p.m. Lunch
11:35 – 12:15 p.m. Lunch	12:15 – 1:36 p.m. P3
12:20 – 1:40 p.m. P3	1:45 – 3:06 p.m. P4
1:47 – 3:06 p.m. P4	

STUDENTS WHO ARE NOT IN HOMEROOM ARE ASSUMED NOT TO BE RETURNING TO WINDERMERE SECONDARY. PLEASE MAKE SURE TO INFORM THE OFFICE IF A STUDENT WILL NOT BE IN ATTENDANCE FOR THE FIRST WEEK.

INSTRUCTIONS FOR HOMEROOM

During the homeroom, students will receive their schedule, school forms, school agenda, health and safety information, reusable mask, and yearbook (if purchased last year). Students should bring a pen/pencil to write with and a backpack/bag to carry materials being distributed. Grade 8 students should dress comfortably and wear running shoes.

To ensure the health and safety of everyone, please adhere to the following:

- enter the school using the southside (front) doors off of East 27th Avenue
- wash or sanitize your hands upon arriving at the school and proceed directly to your class
- do not share food and supplies
- maintain physical distancing (at least 2 metres) in common areas
- wear a mask when in all areas of the school, i.e., entrance, hallways, washrooms, exits
- exit the school using the exterior doors closest to your class

Thank you for your assistance and cooperation!

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GRADE 8 ORIENTATION

Grade 8 students are asked to meet at the tennis courts at 9:00 am on September 8. As a part of the student orientation for grade 8 students, Link Crew leaders and teachers have organized activities for grade 8 students. Students should wear running shoes and dress comfortably and in clothing appropriate for a morning full of activities. Grade 8s will be finished at 12:00 pm.

During the school year, Link Leaders will work with grade 8 students by connecting and checking in. The mentor-mentee relationship will help to support our new students as they make the transition to high school.

SCHOOL FORMS

During the September 8 student orientation, students will receive a package of four forms (see list below). Please complete and sign all forms, and return to your child's Period 1-1 class by **Friday, September 17**. Students who do not have a Period 1-1 class, please return forms to the school office.

- Student Verification Form (write any changes on the form)
- Acceptable Use of Technology Policy (AUP) form
- CASL form
- Media Consent

SCHOOL FEES

School fees are now available to view and pay online through [School Cash Online](#). Families will have to set up an account to pay for school fees using a debit or a credit card, or a cheque online.

To register for [School Cash Online](#) go to the school website at <http://windermere.vsb.bc.ca>

→ click on the icon, "Pay Fees" at the top of the home page

→ click on the icon, "Sign In" if you already have an account or click on the icon, "Register" to create an account and pay fees

Please note that course fees for workbooks and class materials will not appear on accounts and be collected until the end of September when student schedules will be settled. Grad fees will not be collected at this time due to the uncertainty of COVID and its effect on grad events.

STUDENT SCHEDULES

All students will receive their schedules in their homeroom class on the first day of school, September 8. Schedules will also be available to view on MyEducation BC starting on September 3. To log into your account, use the same log in and password from last year. If you are unable to log in, please use the "I forgot my password" feature first before contacting the school office for assistance.

The school timetable was constructed based on our enrollment last June. The timetable is extremely tight as is the timeline to make course changes. Student requests for course changes are only permitted if there was an error in programming or there has been a significant change in the student's desired program over the summer. **Change requests may be made for subjects, but not for teachers or to be with peers.**

STUDENT SCHEDULES: Incomplete Timetables & Course Change Requests

Please see the message below from our Counselling Department:

Dearest Windermere students,

We are so excited to see your faces again this week!

We'll be spending the first part of September making sure your timetable is properly set-up to meet your graduation requirements and the admissions requirements of your post-secondary plans. ****It is your responsibility to make sure you have the requirements for graduation and post-secondary plans****

Timetable changes are very tight this year and further restricted by the new semester system. Semesters won't move quite as quickly as quarters, but still much faster than the old linear system. With that in mind:

- You need to be settled into your courses ASAP as there is no time to 'try out' classes
- Changes for Semester 1 will be prioritized
- Course requests based on teacher preference and/or peers cannot be accommodated

Attendance will be taken in the first week of classes - you must go to your scheduled class, even if you are hoping for a change. If there is an empty spot in your timetable, please report to the library.

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Please use the link or QR code to access the Course Change Request Form. Please note that this is the only way to make a timetable request and we will not respond to email course requests! The deadline for course changes is **11:59pm, WEDNESDAY, SEPTEMBER 15th**. To access the form, type the address into your browser, or use the QR code



<https://forms.office.com/r/rWSV2D3DYz>

SCHOOL COMMUNICATION

Communication of school information and events contributes to strong partnerships with families in the support of their child's school success. We have a variety of ways in which school information can be communicated to you and for you to keep informed about what is happening in the school. Please consider the following to receive school information in a timely manner:

1. Bookmark the school website and check regularly. <http://windermere.vsb.bc.ca/>
2. Read the Windermere Week-At-A-Glance (WAAG).
3. Ensure that we have your correct email address.
4. Email us at windermere@vsb.bc.ca for any updates; be sure to include your child's name and student ID number.
5. Follow us on Twitter ([@Windermere_VSB](https://twitter.com/Windermere_VSB))
6. Follow us on Instagram ([@windermeresecondary](https://www.instagram.com/windermeresecondary))

CHANGE OF CONTACT INFORMATION

If your contact information – address, email, phone, changes at any time during the school year, please be sure to notify the school office at 604-713-8180 or email the school at windermere@vsb.bc.ca. If your address is incorrect in our records, you will not receive mailings from the school which can include, newsletters, interim reports, report cards, forms, etc. Similarly, if your child's emergency contact or health information changes during the year, please notify the school office. The safety of your child may depend upon us having correct information on file.

PREPARING FOR A SAFE RETURN TO SCHOOL

To ensure the health and safety of students and staff, we ask that you do the following each day:

1. **Daily Student Health Check**
Parents/Guardians must assess their child daily for symptoms of common cold, influenza, COVID-19, or other infectious respiratory disease before sending them to school. **If your child is ill, they must remain home.**

Please download the BC K- 12 Health Check app to assist in your daily health checks.



2. **School Entrance and Exit**
Enter through the front doors off of East 27th Avenue and go directly to your class.
At the end of your class, exit through the exterior doors closest to your class.
3. **Onsite Expectations**
Wash or sanitize your hands upon arriving to school/class
Do not share food and materials/supplies
Maintain physical distancing (at least 2 metres) wherever possible
Wear a mask when in all areas of the school, i.e., entrance, hallways, classrooms, washrooms, exits.

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DAILY SCHEDULE

	M/W/F	T	Th
Block 1	8:40 to 10:01	8:40 to 9:36	8:40 to 10:01
Break	10:01 to 10:09	9:36 to 9:40	10:01 to 10:09
FIT	n/a	9:40 to 10:30	n/a
Break	n/a	10:30 to 10:34	n/a
Block 2	10:09 to 11:30	10:34 to 11:30	10:09 to 11:30
Lunch	11:30 to 12:15	11:30 to 12:15	11:30 to 12:15
Block 3	12:15 to 1:36	12:15 to 1:36	12:15 to 1:11
Break	1:36 to 1:45	1:36 to 1:45	1:11 to 1:15
FIT	n/a	n/a	1:15 to 2:05
Break	n/a	n/a	2:05 to 2:10
Block 4	1:45 to 3:06	1:45 to 3:06	2:10 to 3:06

FLEXIBLE INSTRUCTIONAL TIME (FIT)

New to the schedule this year are 2, 50-minute blocks of Flexible Instructional Time. These blocks occur weekly on Tuesdays after Period 1 in the morning and Thursdays after Period 3 in the afternoon. After 2 weeks of training, students will be able to choose where to go to get extra help. All students are required to be in a learning space during FIT. Grade 8s, 9s and 10s will be in one of their teacher's classrooms and grade 11s and 12s will be in one of their teacher's classrooms and will also have the option of being in the Library or cafeteria working independently or on group projects.

The introduction of FIT is a district wide initiative which follows the BC Ministry of Education mandate that "Students benefit from more flexibility and choice of how, when, and where their learning takes place. This will become increasingly important as B.C. takes a more inclusive approach to education, ensuring all students – regardless of ability or background – benefit from a learning environment tailored to maximize their potential."

COUNSELLORS

Students are assigned to a counsellor based on their grade and for grade 8s, their surname.

Grade 9 & Grade 8 Surnames Li-R	Mr. R. Greenshields (Temporary)
Grade 10 & Grade 8 Surnames A-D	Ms. B. Ng
Grade 11 & Grade 8 Surnames E-Le	Ms. S. Sullivan
Grade 12 & Grade 8 Surnames S-Z	Ms. J. Henning

SCHOOL CALENDAR

Please refer to the updated school calendar on our [school website](#). All BC schools will be recognizing the National Day of Truth and Reconciliation on September 30th. School will not be in session on this day.

CAFETERIA SERVICE

The Cafeteria will open on Thursday, September 9th with limited service and options before resuming full service during the second week of September. Students are asked to sanitize their hands when they enter and leave the Cafeteria. Students are also asked to follow the movement patterns in the Cafeteria and to adhere to posted table occupancy limits. Students must wear masks at all times except when seated and eating and drinking.

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LOCKERS

Lockers will be assigned to students this year within the first 2 weeks of school. Lockers in change rooms will also be available for use. Accommodations can be made in special circumstances. Please contact your child's counsellor.

STUDENT PHOTOS AND GO CARDS

The Artona Group will be taking photos of all students on **Tuesday, September 28**. Student photos are used for the yearbook and a Student ID Card (Go Card) which gives students reduced fares on public transit. Photo Re-takes will take place on **Monday, October 25 (am only)**. Re-takes will be available for students who were absent on the original photo day, and for those whose original photo did not turn out.

Grad Photos take place at Artona Studios November 25-27.

EXTRA-CURRICULAR ACTIVITIES

Windermere has many active clubs and teams. Membership is open to all students who are interested in participating. Students are encouraged to get involved with the school community to enhance their school experience. Please adhere to the safety protocols in place. More information will be shared later in September about clubs and teams and how to get involved. Stay tuned.

WINDERMERE PARENT ADVISORY COUNCIL (PAC)

Please see the message below from the Windermere PAC.

Hello and welcome to all new and returning students and their parents/guardians. As a parent/guardian, you are automatically a part of the Parent Advisory Council of this school community and we hope you will join other parents at one or more of our monthly meetings or special events. These meetings are a wonderful way to get to know what is happening in your school.

- Parents can learn and ask questions or share views and concerns.
- The Principal updates parents on what is happening in our school and within our education system and consults parents on issues, concerns and changes that impact on our children.
- A teacher representative reports on the progress of their programs and discusses and listens to parents' concerns.
- Student Council representatives report on student led activities and community services.

The PAC also provides valuable financial assistance to our school by applying to the *Direct Access Gaming Fund (BC Gaming Commission)* to support extra-curricular school activities and capital expense and contribute to learning opportunities for our children.

PAC meetings take place on the first Tuesday of each month from 7:00 – 8:30 PM. More information will be coming about how we can meet safely together. **All parents are encouraged and invited to attend. This is an excellent way to learn about the school and become involved in your child's school.**

PAC Meeting Dates for 2021-22

October 5	February 1	May 3
November 2	March 1	June 6
December 7	April 5	

Check back regularly on the school website, <http://windermere.vsb.bc.ca/> for information and updates in the PAC section. The PAC Executive can be contacted by email at: pac_wind@vsb.bc.ca.

Join us for the first PAC meeting on **Tuesday, October 5 at 7 PM**.

We look forward to meeting everyone.

CONSTRUCTION AROUND SCHOOL

Please note that there will be construction of a median & crosswalk at Nootka & East 27th Avenue from Sept 13th to Oct 5th. We ask that everyone be aware of changes in traffic patterns, be extra careful of pedestrians, and leave ample time to arrive at school.

IMMUNIZATION CLINICS FOR SCHOOL-AGED CHILDREN

VCH Public Health will lead Vancouver-based immunization clinics for students. Clinics are scheduled Tuesday to Friday until September 10th for students in Grade 9 or 10 who are due for regular immunizations. Students may also receive COVID-19 immunizations at these clinics if eligible. More information and details are available at [Immunize your child - Vancouver Coastal Health \(vch.ca\)](https://www.vch.ca/immunize-your-child).

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ATTENDANCE

Regular attendance is very important for success in school. Students are expected to attend all classes and be on time for each class. Students who are chronically absent and/or late will be required to make improvements to attend all classes and arrive on time. Failure to do so may exclude students from being able to participate in school and extra-curricular activities.

Parents are asked to review the following with their child:

- Please be sure that your child attends regularly, comes prepared to class and is in their classroom by 8:40 AM each morning.
- Avoid making appointments during school hours or keeping your son or daughter out of class for reasons other than illness.
- Ensure that your child has a note or appointment card if they need to be dismissed early. All early dismissals have to be signed out at the school office.
- If a student will be absent or needs to leave early from school, please email the school office at windermere@vsb.bc.ca. Please include the following information in the email:
 - student's first and last name, grade and student number
 - date(s) of absence/early dismissal - please note partial days as am or pm
 - reason for absence/early dismissal
 - printed full name of parent/guardian and telephone number for parent/guardian

When the student returns to school with the note, he/she:

- takes the note to the Office and stamps it (stamp is on the counter)
- asks each teacher whose class has been missed to sign the note
- returns the note to the box on the office counter

(If the note is not turned in after being signed, the absence remains in the system as "unexcused".)

How can you check on your child's attendance?

- Check attendance on MyEducation BC.
- Unexcused absences and absences because of illness are reported on interim and term reports. Be sure to follow up on any absences you can't account for.
- Phone the student's counsellor if you have questions or concerns. You may request an attendance print-out through the counsellor or Administration.

What will happen if a student is absent?

- You will receive a computer-generated phone call from the school.
- Students may be required to make up missed time after school.
- Students who skip tests may NOT be permitted to write the test.
- Counsellors or administrators will request a meeting with you if unexcused absences become a problem.
- Students with poor attendance may not be permitted to participate in school activities such as athletic teams, clubs and school events. Grade 12 students with poor attendance will NOT be permitted to attend graduation related events.

EXTENDED ABSENCES DURING THE SCHOOL YEAR

It is not recommended that parents take their child out of school for long periods of time as this will impact a student's learning and success. Parents who plan to take a student out of school for an extended absence during the school year should note the following:

- The staff are not responsible to provide a detailed listing of work missed during the absence for your child to complete.
- Families are responsible for providing an educational program for their child.

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EDUCATIONAL ETHICS POLICY

Please read this carefully and discuss the policy with your child.

Windermere Secondary School aspires to develop honest, ethical and accomplished students, capable of being responsible citizens in Canadian society. Educational achievement reflects an individual student's subject area performance and honestly acquired skills, knowledge and ability.

- Students who are academically dishonest are serving neither their own nor society's best interests. Some examples of academic dishonesty include:
- Plagiarizing/copying material from any source (other students, the internet, a tutor) without appropriate acknowledgement. This includes essays, assignments, homework submitted for marks, lab reports, computer programs, drawings, sketches, designs, video or audio tapes, and all other assigned work.
- Supplying information or work of any kind to another student with the knowledge that it may be copied or used for marks.
- Copying from another person's test paper, or knowingly allowing another student to copy from your test paper.
- Unauthorized communication of any kind during a test.
- Bringing or using unauthorized notes or equipment (including electronic translators, programmable calculators, computers, etc.) for a test.
- Being absent without an acceptable reason from a test or class assignment.

At the start of each school year, the Educational Ethics Policy in the Student Agenda Book will be reviewed with all students at the first grade assemblies.

Teachers will also discuss this policy in their classes. They will clarify in their classes the kind of help students can receive from others that would not be considered cheating. They will review their security procedures and closely supervise tests and assignments. Students being academically dishonest will not be eligible for the Honour Roll or Principal's List for that school year. A student registered in Grade 12 will be ineligible for school scholarships. For further details please refer to the 2021- 2022 Student Agenda Book.

SMOKING, VAPING, ILLEGAL DRUGS AND ALCOHOL

Please review the following policies with your child:

- City By Law: no one may smoke or vape in a school building or on any property, at any school function or on field trips. Possession of vapes and cigarettes are not permitted and will be confiscated.
- No student may be under the influence of, or be in possession of, illegal or non-prescribed drugs or alcohol in the school, in the vicinity of the school or at school-sponsored functions or on field trips. Any infraction will be considered serious and will result in the immediate implementation of school and Board policies dealing with drugs and alcohol, namely, suspensions/transfers/expulsions of students involved.

BEFORE AND AFTER SCHOOL TRAFFIC SAFETY

Please note the parking regulations around our school:

- There is no parking in front of the school on E. 27th Avenue (before, during or after school)
- Resident only parking is on the south side of E. 27th Avenue - violators will be ticketed and/or towed.
- Parking restrictions are in place around the perimeter of the school grounds. There is no parking allowed adjacent to the school and school grounds. Please drop off and/or pick up students only on the east side on Windermere Street or the west side on Lillooet Street.
- Do not use the cul-de-sac on E. 27th Avenue, the staff parking lot, or the alley behind the staff parking lot. This will lessen the chance of a car accident or of pedestrians getting hurt.

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