



## Sir Winston Churchill Secondary School

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### Important Information – Please Translate

這是一份重要資訊 — 請找人為您翻譯 這是一份重要信息 — 請找人為您翻譯

Mahalagang Impormasyon - Paki salin sa sariling wika

Thông tin quan trọng - Xin tìm phiên dịch

ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ-ਮਿਹਰਬਾਨੀ ਕਰਕੇ ਅਨੁਵਾਦ ਕਰੋ/ਕਰਵਾਓ

महत्वपूर्ण जानकारी - कृपया अनुवाद करें

중요한 정보 - 번역 부탁드립니다

Información importante - Por favor traducir

معلومات مهمة - الرجاء الترجمة

重要な情報-翻訳してください

اطلاعات مهم - لطفا ترجمه کنید

August 31, 2023

Dear Churchill Students and Families,

Further to our email last week, please find below information regarding school start up, MyEd, food services, school fees, extracurricular activities, school forms, health and safety, lockers, and our school schedule for 2023-24.

**We are really looking forward to welcoming you back to school on Tuesday, September 5, 2023!** All Churchill students will be attending grade wide assemblies on Tuesday and should report to the auditorium at the following times. These assemblies will be approximately 45 minutes in length, after which students will be asked to leave the building so that staff can prepare to welcome the next grade group.

9:00 am	Grade 9s
10:00 am	Grade 10s
11:00 am	Grade 11s
12:00 pm	Grade 12s
1:00 pm	Grade 8s

Students on our waitlist (those who have not had their registration confirmed), please wait at home until you hear from your grade counsellor or administrator.

### **MyEd**

[MyEd](#) opened at noon yesterday and student timetables are available for viewing. Returning Grades 9-12 students can use their most recent MyEd password for login. If you forgot this password, please click on the link "I forgot my password". The system administrator will send you your new password. If you have disabled your account, please email [churchill@vsb.bc.ca](mailto:churchill@vsb.bc.ca) to have your account reset. Resets will take a minimum of 48 hours to process. Once you have successfully logged into MyEd, please navigate to the **My Info** top tab and then **Current Schedule** side tab to view your timetable.

For grade 8 students or those who are NEW to the VSB, please login to MyEd on a computer (not mobile phone) with your student number and the generic password: Dist\$2024. Additional MyEd information can be found [here](#) including instructions for first time users. Grade 8 students will also receive a printed copy of their schedule.

### **Food Services**

Food will be for sale in the cafeteria as of Wednesday, September 6, and our vending machines are available.

### **School Fees**

All school, program, course, workbook, contest, and fieldtrip fees should be paid online. Please click for [schoolcashionline](#) for details and for the [2023-24 Fee Schedule](#).

### **Extracurricular Activities**

Extracurricular sports and other activities will resume in full this fall. More information will come from coaches and sponsors as the year begins.

### **School Forms**

Parents/Students are asked to visit [myforms.vsb.bc.ca](#) to complete important paperwork. You will need your child's PEN (personal education 9-digit number which can be found on the report card or in MyEd under the My Info Tab) and date of birth to complete the following required forms:

- CASL (Canadian Anti-Spam Legislation) Form
- Acceptable Use Policy (AUP)
- External Media Consent 2023-24
- VSB Media Consent 2023-24

Students will receive and bring home a Reunification Form for parents/guardians to complete and sign. Students are expected to return these forms to their 1-1 teacher by the end of the week (Sept. 8). We also need families to verify your contact information in MyEd. Please let us know right away of any changes via email: [churchill@vsb.bc.ca](mailto:churchill@vsb.bc.ca).

### **Health and Safety**

The Vancouver School District continues to stay in regular communication with the Ministry of Education and Child Care, the Ministry of Health, and Vancouver Coastal Health to ensure students, staff, and families are kept informed and safe. Parents and students can view the Communicable Disease Prevention plan and other important health updates [here](#).

### **Lockers**

Lockers have been assigned to all Grade 8 students and information will be given to students by their 1-1 teacher on Tuesday, Sept. 5, after the assembly. Returning Grades 9-12 students will use the locker they had last year. New Grade 9-12 students who want a locker can request one by [clicking on this link and filling in their information](#).

Grade 9-12 students who wish to change their locker location need to fill out a "Request to Change Locker Form" found by the main office door. **Students can submit this form any time, but locker change requests will not be considered until Monday, Sept. 25, 2023.**

School issued locks must be used on lockers. Locks can be purchased through [schoolcashionline](#). Students who have a registered locker must have a lock on it by Sept 15, 2023.

PE lockers must be purchased through School Cash Online and **picked up from the PE office**.

## **Secondary Schedule for 2023-24**

Our school timetable is on a semester schedule, apart from the IB Programme which runs courses year-long.

<b>Semester 1</b>	September 6, 2023 - January 31, 2024
<b>Semester 2</b>	February 5 - June 27, 2024

Students take four courses from September to January and another four courses from February to June. School begins at 8:40 a.m. and finishes at 3:05 p.m.

The [bell schedule](#) includes four 40-minute periods of Flexible Instructional Time per week. Flexible Instructional Time (FIT) is a period of instructional time built into the weekly schedule that gives our students more agency in their learning, goal setting, and time management, empowering student to develop their thinking, communication, personal, and social core competencies. Ultimately, the purpose of FIT is to support the learning and well-being of students by enabling them to have choice in how, when, and where their learning takes place. During this time, all staff will be on site and students will be supported in determining how to best use this instructional time.

This year students and staff will use an on-line system to schedule where FIT will take place. For the first two weeks of classes, students are expected to stay in the class adjacent to the FIT time scheduled: morning FIT on Mondays and Fridays will be attached to the 1-1 class, and afternoon FIT on Tuesdays and Thursdays will be attached to the 1-3 class. Students who do not have a 1-1 or 1-3 class are to report to the cafeteria.

Collaborative time continues to be in place this year. Students do not have to be on-site during this time. Staff will be involved in collaborative work at school during the morning on the following dates: October 03, December 6, February 28, May 1. On these dates, students will report to their first period class at 10:05 am. Collaborative work in the afternoons takes place on the following dates: November 1, January 31, April 3, June 5. On these dates, students will have an early dismissal at 1:45 pm.

See you all on Tuesday, September 5<sup>th</sup> for grade assemblies and hope you are ready for a full school day with classes starting at 8:40 am on Wednesday, September 6<sup>th</sup>. Here is the [bell schedule](#).

Take care,

The SWC Admin Team  
Ms. Haveman, Principal  
Ms. Denise Clark, VP  
Mr. Tom Myring, VP  
Mr. James Francom, VP