



Marymount Academy International

5100 Côte St. Luc Road
Montreal, Quebec, H3W 2G9
Tel.: (514) 488-8144 - Fax: (514) 488-8183



August 21st, 2020

Dear Parents,

Firstly, welcome back to another school year at Marymount Academy! We sincerely hope that this summer has been a time spent with family and close friends; and has been a period of relaxation and recharging for all. As we've had for the past few months, these times continue to be a unique and unprecedented experience. In spite of any uncertainties, we are indeed looking forward to seeing our students, in person, once again!

As you can imagine, this school year will certainly be different than any other, so we wanted to bring you up to speed on the necessary changes and adaptations to ensure a safe and successful one.

As you are likely aware, it had been decided by the Ministry of Education (MEES) that all Secondary students will be returning to classes this fall. We have been working hard to take all possible measures to ensure a safe re-entry of students back into the building. We must follow all protocols and directives from both the MEES and the EMSB, and will take every measure to ensure a balance of consistent in-class instruction, and reduced risk. Our comprehensive plan can be broken down into a few categories, as shown below:

1. Class Instruction/Pedagogy:

- **All Secondary 1, 2 and 3** students will attend class on a regular, **full time** basis. There will be no online learning for these students.
- **Secondary 4 and 5 students** will attend school **50% of the time**, and will be expected to work from home during the other 50%. They will follow an 18 day schedule (as opposed to the regular 9 days schedule) and be in class every second day.

Teachers will make materials available to students online prior to teaching the particular lesson or topic, so that even if a student is not in school, they may work on the material and, the following day, will have an opportunity to receive guidance and instruction from the teacher. This approach is similar to the *Flipped Classroom* model, which has been in use in various schools worldwide for a number of years. More can be found about this model [here](#).

2. Organization/Daily Schedule

- In order to best abide by the safety protocols from Sante Publique, we have slightly reorganized the school day. The new daily schedule will be as follows:



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8:45 – 9:00	Students enter the school
9:00 – 10:15	Period 1
10-20 – 11:45*	Period 2
11-:45 – 12:45	Lunch
12:50 – 2:05	Period 3
2:10 to 3:25	Period 4

**Students will be permitted a 10 minute in-class break during period 2. For this year, we will not have a mini-day on Wednesdays.*

- There will be a specific entrance, specific section of the building, and specific set for washrooms for the different levels:
 - o **Secondary 1 students** will occupy the 1st floor, enter/exit through the west side entrance, use the west side staircase, and use the washrooms next to the cafeteria.
 - o **Secondary 2 and 3** students will occupy the 2nd floor, enter/exit through the back (school yard) doors, use the central west staircase, and use the washrooms on the 2nd floor (boys) and next to the library/art area (girls).
 - o **Secondary 4 and 5 students** will occupy the 3rd floor, enter/exit through the front entrance, use the central-east staircase, and use the washrooms on the 3rd floor (girls), and in the lower gym area (boys).
- All students will eat lunch in their homeroom classes. The cafeteria will be open for service, but students are not allowed to eat in the cafeteria. They can buy their lunch and return to their homeroom to eat. Secondary 3, 4 and 5 students are permitted to leave the school grounds for lunch, whereas Secondary 1 and 2 students may only go outside to the school yard after eating their lunch. Students must use their designated entrance upon returning from lunch.
- Microwaves will not be available for use, so students are recommended to bring a cold lunch if they are not buying a cafeteria meal.
- Students will not be permitted to use lockers. All clothing and materials will be carried with the students throughout the day. We recommend only taking needed books and materials, and using a single, divided binder for notes.
- All extra-curricular and sports activities (apart from physical education class) are suspended until further notice.



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3. Sanitary Measures/Health Protocols

- The primary rule is that students will be kept with their homeroom group as much as possible throughout the day. The homeroom becomes the students' "bubble", and so long as they are only interacting within that bubble, masks are not mandatory.
- Students will remain in their homeroom classroom for the majority of the school day. Teachers will move from class to class, rather than having large numbers of students circulating in the hallways.
- Students must maintain a minimum 1 metre distance from others at all times. There must be a 2 metre distance between teachers and students.
- When entering, exiting and navigating around the building, students are encouraged to move in single file (rule of keeping to the right), and to maintain a minimum of 1 metre distance from others.
- Masks are mandatory whenever a student is outside of class. This includes entry to and exit from the building, washroom visits, transitioning for other classes, movement to and from the cafeteria, or any other time outside their classroom. *****Students must bring their own masks, as they are not provided by the school.**
- **Though masks are not mandatory inside the classroom, students are free to wear them during class time. This is at the discretion of the student and their parents.** Should the protocol from Sante Publique change, we will notify you immediately.
- Hand sanitizer stations will be set up at each entrance, near washrooms, in the cafeteria, and in the corridors. Students must sanitize their hands and wear their mask, upon entry to the building (at all times).
- Sanitization will be done in common touch areas every 2 hours by our caretaking staff. This includes entrance doors, stairwell rails, washroom doors and fixtures. Teachers will also sanitize desks and doorknobs at the end of the period where a new group of students is to enter the classroom.
- Teachers will be using masks and/or visors while teaching.



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- An isolation room has been set up for students who may display COVID symptoms during the school day. The protocol around students/staff who are symptomatic is attached to this letter.
- Students or staff who are exhibiting symptoms of COVID-19 or living with a person who has symptoms of COVID-19 (confirmed or suspected case) or those who have travelled outside of the country in the last 14 days **must stay home.**
- Parents will be notified immediately upon the confirmation of a positive case of COVID 19 in the school.

As these measures are a new reality for all of us, we expect there will be a transition period where both students and staff will be getting used to these new routines. We will do our best to be adaptable, communicative and flexible, whenever needed.

Should you have any questions, please do not hesitate to contact us.

On a different note, a reminder to all parents that our uniform supplier has changed. Uniforms can be purchased directly online from **Pro Action Uniforms** at the following link:

www.proactionuniforms.com/code=MAR01

You must first create an account, and you will then be given full access to the inventory of items. **Please note that orders are done online only. Fittings at their office will not be possible, and any orders placed now will not be available for the first day of school.** If a student does not have a uniform for the first day of school, they can come to school in a plain white polo or button up shirt, and black dress pants. No jeans/track pants/sweats please!

We are certainly facing a year of new challenges, but we see these as new opportunities to meet the needs of our students, and we genuinely appreciate your cooperation and partnership in making this a successful year!

Sincerely,

J. Fequet
Principal

L. Fiumidinisi
Vice-Principal