



# County Central High School

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## *Exceptional Education*

**Principal: Ms. Leanne Hellman, B.Sc., B.Ed., M.A., M.Sc.**  
**Vice-principal: Mr. Donauvon Monts, B.Ed.**

August 20th, 2020

Dear Parents & Guardians:

As the start of a new school year approaches, I'd like to share some important information with you about start-up, new procedures, and what the new year will look like for our students. I recently shared two documents on our school's website for your review: 1) the updated **CCHS School Handbook**, which outlines the day-to-day procedures and guidelines; and 2) the **CCHS School Re-Entry Plan**, which provides modified procedures and outlines the safety measures we are putting in place during the pandemic. I invite you to read these documents and ask that you pay particular attention to the re-entry document, as there are several changes to the way we normally operate.

In an effort to help students ease back into the building, we will be having a staggered start to the school year:

- ➔ **Grades 7 & 12**      **Wednesday, September 2nd**
- ➔ **Grades 8 & 11**      **Thursday, September 3rd**
- ➔ **Grades 9 & 10**      **Friday, September 4th**
- ➔ **All Students in Class Tuesday, September 8th**

Over the first three days, students will come to school for one day as per the above schedule. All students will return to regular classes together on Tuesday, September 8th. It is our hope that this schedule will allow us to go over COVID-19 protocols, safety measures, and expectations for students in smaller groups, and will allow us to provide a proper orientation for our new students - especially our Grade 7s.

Upon arrival at the school during the staggered start, students are asked to report to the following rooms when it's their day to be here:

Grade 7	Room 215
Grade 8A	Room 212
Grade 8B	Room 207
Grade 9	Room 208
Grades 10-12	Flex Room (formerly the Computer Lab)

Staff will be available to help direct students to their assigned rooms, and will then spend some time reviewing the re-entry handbook and orienting students to our new procedures. We will then guide students through their day, introducing new teachers, signing out textbooks, and starting classes. Once in class our first priority will be to get an understanding of where each student is in relation to the curricular outcomes, and determine which outcomes may need to be revisited and reviewed.

Students will receive their timetables once they are in their designated rooms at the beginning of their first day. Any students in Grades 10-12 wishing to make a timetable change or needing to fill empty blocks are asked to pick up a Course Change Request Form from outside the Main Office, complete the form, and hand it into the Main Office. Students will then be called down one at a time to meet with an administrator. For the sake of accurate student counts, we request that students waiting for a course change attend the classes that are listed on their schedules until a new schedule has been provided.

I sincerely appreciate your help with our school reopening. Together, I am confident that we can keep our students safe by following expert advice, keeping the virus out of our building, and preventing the spread of the virus within our school community. If you have any questions about the documents that have been shared with you, please don't hesitate to get in touch with administration.

Sincerely,

Leanne Hellman