



# Handbook for School Success

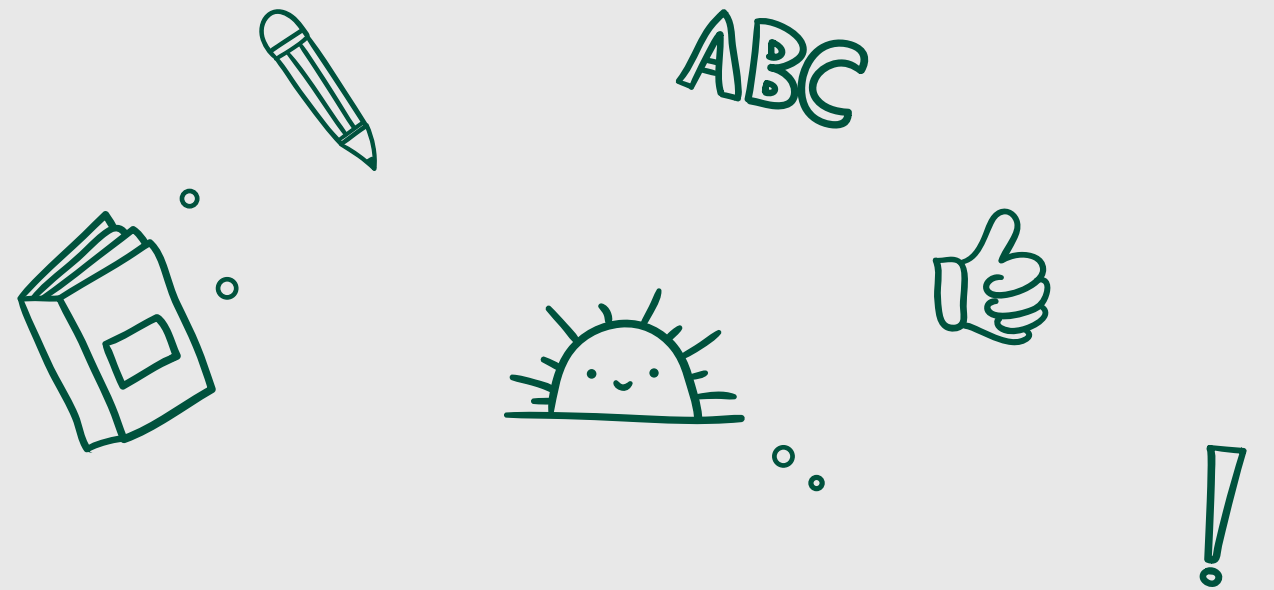
2022-2023



Lambton Kent  
District School Board  
*Student Achievement* ✓ *Community Success*

# Table of Contents

<b>BACK TO SCHOOL .....</b>	<b>3</b>
Welcome Back to School.....	4
School Year Start Dates.....	5
<b>OPERATING OUR SCHOOLS .....</b>	<b>6</b>
COVID-19 Screening and Etiquette.....	7
Visitors.....	7
Transportation .....	8
Lunch and Food Services .....	10
Child Care.....	10
Field Trips, Extracurricular Activities and Large Gatherings/Assemblies.....	11
Championing Anti-Oppressive Education.....	11
Mental Health and Well-Being.....	12
<b>TEACHING AND LEARNING .....</b>	<b>13</b>
Secondary Programming .....	15
Graduation Requirements.....	15
Cooperative Education, OYAP and SHSM .....	15
Virtual Learning.....	16
Self-Contained Classes.....	16
Virtual Learning - Elementary.....	17
Virtual Learning - Secondary .....	18
<b>STUDENT SUPPORT SERVICES.....</b>	<b>19</b>
Student Support Services.....	20
Medically Fragile Students.....	20
Individual Education Plan .....	20



# Back to School



# Welcome Back to School!

The Lambton Kent District School Board (LKDSB) is looking forward to welcoming students to the 2022-2023 school year.

LKDSB elementary and secondary schools will reopen in September with full-time, in-class learning following the traditional timetable and entry/exit procedures and virtual learning program for those who opted in. As with previous years, information from the Ontario Ministry of Education and local and provincial Public Health will be used to ensure the safe operation of schools, in consultation with LKDSB educators and education workers, and our communities. Please note that hand hygiene, cleaning protocols and ventilation measures, including the HEPA units currently in use in occupied spaces, remain in place to support the maintenance of clean and safe school environments. At the time of publishing, mask wearing is not required at school or on student transportation by students, staff or school visitors; however, voluntary use of masks is welcome. Staff and administrators will continue to promote the safe operation of schools in alignment with the current public health directions.

We understand that the school year may potentially include additional COVID-19 safety measures, based on the direction of local and provincial Public Health and Ministry of Education. We are optimistic this school year will have significantly less disruptions than the previous two school years, but are prepared for the possibility and commit to communicating any disruptions with you as early as possible.

The health and well-being of students and staff continue to be top priorities for LKDSB. The plan to support the safe operation of schools is a shared responsibility between LKDSB staff, local Public Health, family households, students and Chatham-Kent Lambton Administrative School Services (CLASS).

We understand that some families may have further questions after reading what is outlined in this handbook. Should you have specific questions about your child, please contact your school.

Additional information is posted at [www.lkdsb.net](http://www.lkdsb.net)

By working together, we will foster success for every student every day and continue to support the safe operation of schools.



# School Year Start Dates

## STUDENTS IN GRADES 1-12

All Grade 1-12 students, including Alternative Learning and Life Skills Program (ALLP); Education and Community Partnership Program (ECP); Intensive Support (IS); OPTIONS; and Transitions 2 students, will return to in-person learning on Tuesday, September 6.

## JUNIOR/SENIOR KINDERGARTEN

All Senior Kindergarten students will begin full-time attendance on Tuesday, September 6.

Junior Kindergarten students will have a staggered entry, beginning Wednesday, September 7 with half of the students attending for one day. The remaining Junior Kindergarten students will attend on Thursday, September 8. All Junior Kindergarten students will attend daily beginning Friday, September 9.

Junior Kindergarten parents/guardians should prepare to make alternative child care arrangements for the first week of school based on this schedule.

## ELEMENTARY VIRTUAL LEARNING PROGRAMMING

The first day of school for students engaged in the virtual learning elementary program is Tuesday, September 6.

Principal Erin Van De Wiele of McNaughton Avenue Public School, where all elementary virtual learning students are registered, will be in contact with families prior to the start of the school year.

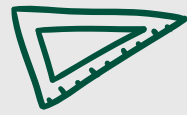
## SECONDARY VIRTUAL LEARNING PROGRAMMING

The first day of school for all students engaged in the virtual learning secondary program is Tuesday, September 6.

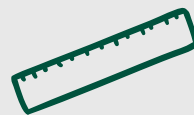
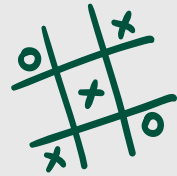
Principal Murray Hunt of Lambton Kent Composite School, where all secondary virtual learning students are registered, will be in contact with families prior to the start of the school year. Students will receive their Semester 1 timetable via email (@lkdsb.com account). Teachers will send an email to students prior to the start of school in September for instructions on how to engage with their class.

View the [Elementary calendars](#) and [Secondary calendars](#) for the 2022-2023 school year.





# Operating Our Schools



## COVID-19 Pre-Screening and Etiquette

Prior to attending school, it is strongly recommended that all students, staff and visitors complete the [daily COVID-19 School Screening assessment tool](#) and its directions must be followed. Following Public Health guidance, individuals should stay home if they are feeling ill to prevent the spread of illness.

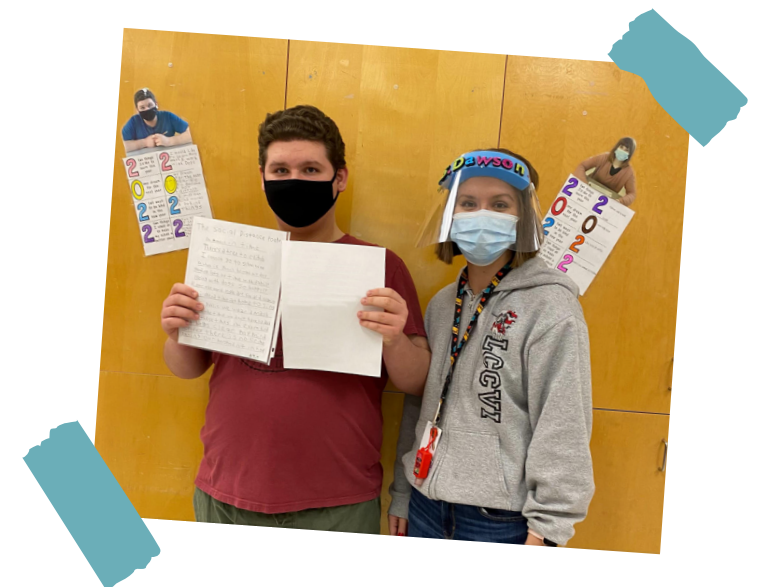
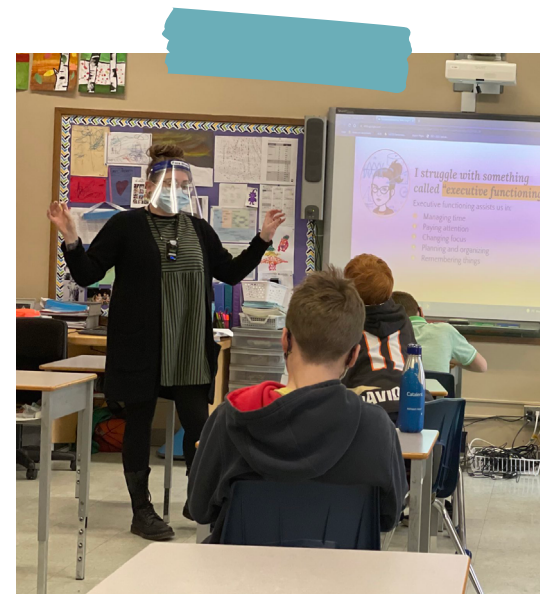
Staff members will continue to follow COVID-19 health and safety protocols so that appropriate action can be taken if students develop symptoms during the day. Students who arrive at school with symptoms or develop symptoms during the day will be sent home and will be expected to follow the directions of the COVID-19 School Screening assessment tool regarding the return to school timelines.

Masks are welcome but not required for students on school board property or on student transportation unless directed by the daily COVID-19 School Screening assessment tool or provincial or federal guidelines. Should a student wish to wear a mask and are unable to provide one for themselves, please contact the school office who will provide a mask for the student(s).

Proper hand hygiene is one of the most effective strategies to prevent the spread of most respiratory viruses, including COVID-19. Students and staff will be encouraged to wash their hands regularly, practice proper respiratory etiquette (such as sneezing into their elbow) and avoid touching their face, eyes, nose and mouth. Hand sanitizer and soap at sinks will continue to be available throughout the school.

## Visitors

Prior to attending school, all visitors and family members are strongly encouraged to complete and follow the directions of the [daily COVID-19 School Screening assessment tool](#).



# Transportation

Chatham-Kent Lambton Administrative School Services (CLASS) works with LKDSB on overseeing and implementing student transportation.

[Visit the CLASS website for more information about student transportation for the 2022-2023 school year.](#)

CLASS is planning service for all eligible students; there is no need to register for bussing. Confirm your eligibility for transportation on the CLASS website. Students will be assigned a bus seat.

CLASS is accepting 2022-2023 courtesy seat applications online through the [Parent Portal](#). A courtesy seat is an approved seat on a bus for students that are:

1. Residing within the minimum distance required for transportation eligibility;
2. Require transportation to an alternate location other than home;
3. Are attending a school outside of their designated attendance area.

Parents/guardians of students eligible for bussing who will not be using the service are asked to [opt out/decline transportation](#) to help ensure ridership assignments are accurate.



## INCLEMENT WEATHER-RELATED BUS CANCELLATIONS FOR SECONDARY SCHOOLS

During the school year, there may be times when school buses are cancelled in particular zones or system-wide due to inclement weather. In the event school bus transportation is cancelled in a bus zone or system-wide, all LKDSB secondary students attending the school, regardless of whether they ride a bus to school or not, will engage in remote, teacher-led virtual learning on that day and the secondary school will be closed to students for in-person learning.

[Read more and see the complete list of secondary school bus zones.](#)

When individual buses are cancelled (e.g. mechanical issues) or delayed (e.g. fog day), secondary schools will remain open to students. If buses in other zones for the school are cancelled, but the buses in the zone where the school is located are operating, the secondary schools will remain open for in-person learning.

**Important note:** Elementary schools remain open to students for in-person learning on bus cancellation dates.

## FIRST TIME BUS RIDERS

Families are invited to review the First Time Rider Program to learn about school bus safety.

A [First Time Rider Program school bus safety video](#) is available for families and students to view online.



# Lunch and Food Services

## ELEMENTARY

Students will be required to bring their own lunch and snacks. Elementary students with parent/guardian consent will be permitted to leave school property during lunch.

While school water fountains will be available for use, students are encouraged to bring refillable water bottles. Food will be available in the main office for students who forget their lunch.

It is expected that student nutrition programs will continue for the 2022-2023 school year.

## SECONDARY

Cafeteria food services are not available at all secondary schools. Students should check with their school to determine availability of cafeteria food services. Where cafeteria food services are not available students should bring their own food or plan to purchase food off campus.

Students are encouraged to bring refillable water bottles. Food will be available for students who forget their lunch.

It is expected that student nutrition programs will continue for the 2022-2023 school year.



# Child Care

LKDSB partners with a number of child care providers who provide child care options in our schools.

Chatham-Kent Lambton Administrative School Services (CLASS) works with LKDSB on overseeing and implementing all child care initiatives, and ensuring that child care and before- and after-school programs are available to support our students and families.

[Visit the CLASS website for more information about child care.](#)



# Field Trips, Extracurricular Activities and Large Gatherings/Assemblies

Field trips, student gatherings, assemblies, extracurricular activities and athletics are an essential component of the school experience which enrich classroom learning. LKDSB staff and community members have consistently volunteered to lead these activities when conditions permit. We are pleased that these activities will be available, following relevant provincial and local public health requirements.



# Championing Anti-Oppressive Education

LKDSB is committed to embracing diversity and eliminating discrimination and harassment. Part of this commitment involves recognizing that everyone has the right to be treated with respect and dignity. Everyone has the right to learn, teach and work in an environment that is free from oppressive barriers.

We are committed to upholding the human rights of every person each and every day. We also recognize that schooling and education plays an integral role in preventing and working toward eliminating discrimination and harassment in society more broadly. Our dedication is about nurturing the potential of all students, which benefits everyone.

[Learn more about Equity and Inclusive Education.](#)

# Mental Health and Well-Being

Students' mental health and well-being is important to supporting student success. We understand that students may be struggling with mental health concerns, such as anxiety and depression. In preparation for the return to school in the fall, members of our school teams will be available to support students and families.

As part of the ongoing efforts to support students' mental health and well-being and the transition back to school in September, LKDSB is providing additional mental health and well-being supports and resources.

[Learn more about mental health and well-being student supports.](#)

[Email a LKDSB Mental Health Professional for support](#)

*(please include your name and school location)*

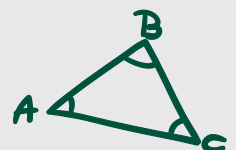
LKDSB collaborates with community partners to deliver culturally relevant supports for students. [Find community resources in Chatham-Kent and Sarnia-Lambton.](#)

Our staff continue to receive training and resources to support them to understand how to identify students who may be struggling and who may require additional mental health supports to assist them to be successful. If you feel your child requires additional supports, or if you are new to the LKDSB, please reach out to your school to learn about what transition supports are available.



$$ax^2 + bx + c^2 =$$

# Teaching and Learning



## Teaching and Learning

We are excited to return to typical academic and extracurricular programming for the 2022-2023 school year. Secondary schools will operate with a typical semester system (four courses per day for the full semester).

All elementary and secondary teachers will have an online presence to facilitate student learning in the event students need to transition to remote learning (e.g., bus cancellations due to inclement weather for secondary schools or school closures due to unforeseen circumstances). In the event of a temporary transition to remote, teacher-led virtual learning, educators and education workers will provide instructions to students using their typical means of communication.



## Programming: Secondary

### ONTARIO SECONDARY SCHOOL DIPLOMA (OSSD) GRADUATION REQUIREMENTS

The 40-hour community involvement graduation requirement and the Ontario Secondary School Literacy Test graduation requirement has been reinstated for students graduating in the 2022-2023 school year and beyond.

As announced by the Ministry of Education in February 2022, Ontario secondary students will be required to complete two online courses as part of their secondary school diploma requirements impacting all students who entered Grade 9 in September 2020 or later.

[Learn more about online learning graduation requirements.](#)

### CO-OPERATIVE EDUCATION, OYAP AND SHSM

To the extent that work placements are available, all cooperative education (including specialized co-op) and Ontario Youth Apprenticeship Program (OYAP) students will attend work placements.

As always, co-op teachers conduct site visits and placement assessments to ensure that it is a safe environment, that students are following protocols specific to the site and are in accordance with the Ministry of Education curriculum. Sector-specific training and certification will be provided prior to the work placement for OYAP students. Cooperative education is a key component of the Specialist High Skills Major Program, OYAP and Dual Credit Program.





## Virtual Learning

Students who choose full-time virtual learning will be engaged in remote learning five days per week. LKDSB will assess whether there are students who need access to a device or Internet and take steps to distribute school resources to ensure students can stay connected, wherever possible, to learning. For students who have previously been issued school board devices, it is essential these are returned prior to the school year for upgrades and maintenance. These can be reissued once upgrades and maintenance are performed.

**Important Note:** In order to promote stability within classrooms, enrolment in the virtual learning program is intended to be a permanent year-long commitment and families will not be able to opt-in or out of in-person and virtual learning during the 2022-2023 school year. Exceptions would be considered on a case-by-case basis and accommodation would be based on space availability and may vary school-to-school and grade-by-grade.

### SYNCHRONOUS AND ASYNCHRONOUS VIRTUAL LEARNING

#### **Synchronous learning: Learning that happens in real time.**

Synchronous learning involves using text, video, or voice communication in a way that enables educators and other members of the school or board-based team to instruct and connect with students in real time.

Synchronous learning does not constitute supervision and the school board cannot be held responsible for student behavior/accidents that occur while students are engaged in virtual learning.

#### **Asynchronous learning: Learning that is not delivered in real time.**

Asynchronous learning may involve students watching pre-recorded video lessons, completing assigned tasks, or contributing to online discussion boards.

## Self-Contained Classes

Families with elementary and secondary students in self-contained classrooms may elect to participate in virtual learning. Students will engage in a combination of asynchronous or synchronous (during school hours) learning. Daily attendance is required.

Where appropriate, educators will provide more opportunities than the minimum requirements for synchronous learning for students with special education needs, based on their individual strengths and needs, and provide differentiated support and instruction.

Educators will continue to provide accommodations, modified expectations and alternative programming to students, as detailed in their Individual Education Program (IEP). If it is not possible to meet a student's needs through synchronous learning, educators and families will work together to find solutions. Families are encouraged to reach out to their school team to discuss their child's transition back to the school setting.

## Virtual Learning: Elementary

Virtual learning requires daily attendance for 300 minutes each day, and includes all curriculum areas and frequent, live contact with a teacher during school hours.

Students will be enrolled in a virtual course facilitated through McNaughton Avenue Public School. Virtual learning classes will not be associated with students' home schools. The Principal of McNaughton Avenue Public School, Erin Van De Wiele, will communicate with all virtual learning students before the start of school. Students are under the administration of McNaughton Avenue Public School while they are participating in virtual learning instruction, as well as have access to academic and well-being supports.

### DAILY MINIMUM STUDENT LEARNING TIME BY GRADE LEVEL

#### **Kindergarten:**

- 180 minutes of live (synchronous) learning
- 120 minutes of on-demand (asynchronous) learning

#### **Grades 1-8:**

- 225 minutes of live (synchronous) learning
- 75 minutes of on-demand (asynchronous) learning

Students will have frequent, live (synchronous) contact with their teacher. Live learning supports the well-being and academic achievement of students with immediate feedback from teachers and student to student interaction. Live learning will include whole class, small group and individual interactions.

For families who have elected to participate in the virtual learning option, the requirements for synchronous learning may be accommodated on an individual basis. Exceptions to the synchronous learning minutes should be discussed with the virtual learning Principal.

Students will participate in online virtual learning using LKDSB provided platforms:

- SeeSaw (Kindergarten-Grade 6)
- Google Classroom (Grade 4-Grade 8)
- Google Meet Video Conferencing (Kindergarten-Grade 8)



## Virtual Learning: Secondary

Students will be registered as Lambton Kent Composite School (LKCS) students and follow the same modified semester model and bell schedule as students participating in in-person learning at LKCS. Virtual learning will require 75 live online minutes of synchronous instruction per period. Virtual extracurricular activities (e.g., Key Club, Art Club, etc.) will be available.

Students are under the administration of LKCS while they are participating in virtual learning and will have access to academic and well-being supports. LKCS Principal, Murray Hunt, will communicate with all virtual learning students prior to the start of school.

Students who choose virtual learning will be enrolled in D2L/Brightspace. Student attendance will be taken daily in each period of a student's timetable.

For secondary students in Grades 9-12, the majority of class time in each 75-minute period will be synchronous, similar to in-person classroom settings.

Students may be exempted from the minimum requirements for synchronous learning on an individual basis. Requests for an exemption must be made in writing. To support meaningful access to education, alternative learning approaches will be put in place for all exempted students. Exempted students will be provided with a daily schedule or timetable per course.



## Student Support Services



## Student Support Services

School teams will organize available resources to support the needs of the students within their school. Sensory supports continue to be available for student use. Itinerant special education supports such as Speech and Language Pathologists, Psychoeducational Clinicians and our High Needs Team will be scheduled at the school and service will be provided outside of the regular classroom area, respecting all necessary safety requirements.



LKDSB partners with community agencies, such as Pathways Health Centre for Children and Children's Treatment Centre of Chatham-Kent, to support students and provide services in the school setting. School teams will work directly with community agencies to establish the schedule for service. Service will be provided outside of the regular classroom area, respecting all necessary safety requirements.

## Medically Fragile Students

For students who are medically fragile, consultation with the school team, including community agencies and families will take place to create and implement plans to support the health and safety needs of the student and the staff who work with them.

## Individual Education Plan

For all students with special education needs, accommodations and/or modifications will be implemented as outlined on their Individual Education Plan (IEP). In developing and updating IEPs, changes to the learning environment and remote learning needs will be considered. Family consultation is a critical component of the IEP development and families are encouraged to work with their child's school team to review and update the child's IEP.



We are committed to keeping you informed throughout the school year.

For up-to-date information, contact your child's school, visit the [LKDSB website](#) or the [Parent/Guardian Resources page](#).

We look forward to a safe and successful 2022-2023 school year!

