



Ms. C. Ludwig
Principal

WESTWIND ELEMENTARY SCHOOL
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Ms. S. Lai
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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

Good afternoon Westwind families,

I am writing to share some details with you about how we are preparing to welcome all students back to school on Monday, January 10. As you know, the Richmond School District has worked closely with public health officials and has carefully followed their guidance throughout the pandemic. The health, safety and well-being of students, you as families, and staff remains our top priority.

Within our district, we have implemented health and safety measures as advised by public health, and carefully followed the [Communicable Disease Prevention Plan](#) to reduce the risk of COVID transmission in schools. A few of these measures include:

- Encouraged all eligible members of our community to become vaccinated against COVID-19
- Reminded staff and students to conduct daily self-health checks and to stay home if ill
- Provided a supply of 3 layer disposable masks for staff and students to access
- Updated and modified [ventilation systems](#) to upgrade filters and maximize air exchange
- Ensured frequent and regular cleaning including daily cleaning of high touch surfaces
- Limited visitor access to schools
- Shared information with students and staff in our school about hand and respiratory hygiene, proper mask use and spacing out as much as possible.
- Installed portable handwashing sinks in classrooms without sinks, and hand sanitizing stations

This past week staff at our school have taken time to review our health and safety measures and I want to highlight some key items for you as we prepare for Monday:

- Entry and exit to the building: All learners will enter and exit from their exterior assigned classroom door
- Lunch time/breaks/movement in hallways and between classes: Learners are escorted by teachers in line ups that are spaced appropriately.
- Playground schedule (alternating days) to minimize crowding
- Lessons on H&S measures taught to all learners on Jan. 10 for consistent messaging and to set consistent expectations

- Continue to hold school gatherings/events (e.g., assemblies, parent/teacher conferences, etc.) virtually
- Limiting visitors to those that are supporting learning activities
- Munch-a-lunch and snack days are paused

Possible Closure of Schools:

The school and the district will be monitoring student and staff absences on a daily basis and responding quickly if we see numbers of absences due to illness rising significantly. It is possible that at some point, a school may need to temporarily close because of the impacts of the Omicron variant. This could occur for one of two reasons:

- A 'health closure' of the school would be determined by public health officials because of the number of staff and students who have tested positive with COVID-19.
- A 'functional closure' of the school would occur if there is a shortage of available staff and we are unable to keep the school open for in-person learning and safely supervise students.

As each case would be handled individually, it is not possible to predict exactly how long a temporary closure would be in effect, however it is estimated that most closures would be for approximately seven days. A number of factors would need to be taken into consideration in determining the length of a closure. What we do know is while we hope that there will not be a need for a temporary closure, we will work hard to ensure we support everyone who is impacted during such a time.

This week, staff spent time planning how to respond should the school need to temporarily close in the coming weeks. In the event of a closure we will notify families as soon as possible. During a functional closure, we will shift to providing remote learning opportunities for students to ensure continuity of learning and course completion. We also hope to be able to continue to provide in-person support during a functional closure for students with additional needs, such as students with special needs and children of essential workers. This will be dependent on the availability of staff and will be determined and communicated at the time of closure.

We know these days are challenging and uncertain in many ways. You can continue to count on us to keep you informed and do everything we can to meet students' needs. If you have any questions, please do not hesitate to contact me. We look forward to welcoming your children back to Westwind as we navigate the upcoming weeks together.

Catherine Ludwig

Principal - Westwind Elementary

