



## *Message to Capilano Families*

February 6, 2022

Happy Lunar New Year! February is already off to a great start with our learning community deepening their exploration of kindness. Many learning opportunities, including virtual author visits, collaborative Black History Month Biography Posters, and outdoor learning programs, are continuing ahead with students participating in them in unique ways to ensure health and safety guidelines are met.

Although many initiatives may appear limited to a day or month, as part of our school plan's goal to explore diversity in our learning community, we learn about how to create a culture of inclusion all year long. Also, we hope to further expand on these explorations this month as we discuss kindness through the opportunities provided by Black History Month, Kindness Week, and Pink Shirt Day. We continue to do this in a variety of ways, from integration of topics related to diversity in our Units of Inquiry to deepening our understanding of social-emotional learning through Second Step to stand-alone topics around Black History also being taught in classrooms. At Capilano, we are going to continue to focus on how we show kindness through our words, thoughts, and actions to all those around us.

We appreciate your collaborative partnership in supporting us towards providing our learners with successful learning opportunities in a safe and compassionate environment. Thank you for continuing to do the Daily Health Check and following protocols about access to the building, including during late drop-off and early pick-ups. For other Health and Safety information, including Travelling Outside of BC, please see information below (same as that shared in January).

Shared in our monthly newsletter are important dates, updates, and a celebration of learning happening at our school. Also, please continue to check our website for up-to-date information: [Capilano Elementary](https://www.capilano.ca)

Thank you to the Capilano learning community for all that you do!

Jeeniece Chand  
Principal

Alaina Denny  
Vice-Principal

### Important Dates

- **February:** Black History Month
- **February 1:** Lunar New Year
- **February 1 – 7:** Eating Disorder Awareness Week
- **Tuesday, February 8:** PAC Meeting at 7pm
- **Monday, February 21:** BC Family Day (No School)
- **February 14 – February 23:** Kindness Week
- **Thursday, February 17 at 11:45am:** Lockdown Drill
- **Wednesday, February 23:** Pink Shirt Day



---

## Capilano News & Updates

---

### District-wide Lockdown Drill

Every year, to help ensure the safety of our students and staff, we have a district-wide Lockdown Drill on Thursday, February 17<sup>th</sup>. More information about this drill is shared in the letter attached at the end.

### Valentine's Day and Family Day

Communication around Valentine's Day and/or Family Day related activities in classroom will come directly from classroom teachers.

### Learning Conferences and Report Cards

#### Learning Conferences: Monday, March 7<sup>th</sup> and Tuesday, March 8<sup>th</sup>

You will be receiving an email from your child's classroom teacher, by **February 22nd**, communicating information on the organization of the conference for your child's class and providing you with an opportunity to sign up for an online (MS Teams) learning conference. Classroom teachers will communicate how they will be available on MS Teams. Student learning will be shared in a variety of ways at Capilano this year, so each class may approach this Learning Conference slightly differently in order to meet the needs of the learners in the class, as well as what is currently being explored by learners. Learning Conferences are set for **Monday, March 7<sup>th</sup>** and **Tuesday, March 8<sup>th</sup>**. On these two days, students will be dismissed early (**Staggered End Times: Kindergarten, Grade 1, Grade 2, Grade 5 at 1:50pm and Grade 3, Grade 4, Grade 6, Grade 7 at 2:00pm**), to provide time for these conferences. Please make sure your children are picked up promptly on these days, as staff members will not be available to supervise students after 2:00pm. Thank you for your cooperation!

Staff are currently completing assessments and preparing report cards for this term. They will be published to families on MyED on **Wednesday, March 9<sup>th</sup>**. An email will be sent to families to let you know once they're posted.

### Band and Strings for 2022-2023 – Registration Open

Is your child interested in Band and Strings? Registration for the 2022/23 Elementary Band and Strings program has been open as of Monday, January 10<sup>th</sup>. The NVSD public webpage for [Band and Strings](#) contains the information for the 2022/23 school year. Early registration is between January 10<sup>th</sup> – March 4<sup>th</sup>, click on the link and find out more! If your child is interested in the Band and String program and your family is wondering about the bursary application to help support their participation, please email Ms. Chand. Thank you!

### Code of Conduct and Second Step

We have been supporting our learners' social-emotional, mental, and physical health through various strategies. This has included the school-wide review of our Code of Conduct and implementation of the Second Step program school-wide. We hope that you will be able to use the language we share in our monthly newsletters to support this learning at home. This month, we ask you to review the importance of being Kind.

Capilano ROCKS (**Respectful, Open-Minded, Cooperative, Kind, Safe**): As part of our Code of Conduct – Capilano we are Kind. Be kind by being caring towards others, treating them as you would like to be treated. And be kind by including others in games and activities, and respecting rules for games. Remember to be kind Capilano!

Second Step Message: Getting along with others helps make our school a happier place. To get along with others, we need to have empathy for each other. Empathy is feeling or understanding what someone else is feeling. This week, be a feelings detective! Try to notice how your classmates are feeling throughout the month. Watch their faces and bodies for clues!



## Health and Safety Reminders

As we all have a role to play in keeping our community safe, we request that folks continue to complete a Daily Health Check. If you or a member of your family is feeling ill or you think you may have been exposed to COVID-19, please stay home and follow the directions of a healthcare provider. On our end, we will continue to reinforce and model the enhanced measures that have been implemented at Capilano.

## Highlights from the Summary of Enhanced Health and Safety Guidelines

Please see my email to the Capilano community containing the Summary of Enhanced Health and Safety Guidelines on Friday, January 7, 2022. Below you only find a few of the highlights relative to families.

- All students and staff are reminded to practice appropriate hand hygiene on a regular basis, wear masks appropriately, respect personal space, and stay home when unwell.
- **ACTION: We kindly request that families consider sending extra masks for their child to keep in their classroom and/or backpack.** We find that learners sometimes lose/drop/damage their masks over the course of the day, so having extra masks easily available to them is helpful. Similar to needing an extra change of clothes when wet at school or bringing their water bottle every day, these measures are beneficial to our learning community. We will have masks provided by the school district in the office should a student or staff member require it.
- **IMPORTANT:** If your child is late to school, we ask that you please drop them off at the front door. **For the next while, we are requesting that parents/guardians please do not enter the school.** There will be a staff member there to walk your child to the office and/or your child's class. If the door is closed and a staff member is not present, please call the office.
- **IMPORTANT:** If your child is needing to be picked-up early from school, we ask that you please wait at the front door and call the office. If you are able to, please provide advanced notice of an early pick-up time via email to [capilano@sd44.ca](mailto:capilano@sd44.ca) and your child's classroom teacher. Please Note: as part of ensuring safety for your child, we check to see that the appropriate adult is waiting at the door for early pick-up. However, we cannot support walking a child to the car as this removes staff from the building for longer periods of time and therefore prevents the office team from being able to support others. Thank you for your cooperation!
- **IMPORTANT:** If your child is unwell, a gentle reminder to please let your child's classroom teacher and the school know via [capilano@sd44.ca](mailto:capilano@sd44.ca) and/or [SafeArrivals](#).
- As per the Superintendent's Update, the North Vancouver School District will "look to use functional closures as a last resort; instead, school and school district leadership would work together to address emerging issues to minimize disruption to in-class learning and transition to online learning, if necessary. It is also important to know that a functional closure would not necessarily impact the entire school (i.e. it may only impact a single class). You can expect us to be in close contact with students, families, and staff and to support those who are impacted by any type of school closure."
- **With awareness that the focus for continuity of learning for the remainder of this school year is still in-person instruction,** if a functional closure were to occur, we would be using Microsoft Teams (MS Teams) to communicate with our learners during that time. As part of the contingency planning for continuity of learning, classes have been created on MS Teams already to help us transition smoothly should the need arise. Your child should have their MS Teams username and password accessible already as they were used for Student-Family-Teacher Conferences earlier this year.
- **ACTION:** As part of our efforts to plan for all possibilities regarding the continuity of students' learning, **we are considering options to support families who may have limited / no access to technology for their child at home.** If this applies to your family, please complete this survey: [Technology Survey 2022 - Planning for Continuity of Learning \(Capilano\)](#). The information you provide will help ensure we are prepared to pivot as efficiently as possible should your child's class have to transition to online learning for an amount of time during a functional closure.
- Please help us by avoiding crowding on our school grounds during school hours.



## Daily Health Check

- All students and staff are reminded of their responsibility to complete a Daily Health Check prior to entering the building. Helpful Resource: [K-12 Health Check App](#)
- All students, staff, and other adults (i.e. visitors) are **MUST** stay home when ill or when required by public health to self-isolate. Helpful resources: BCCDC's [When to get tested for COVID-19](#) and BCCDC online [Self-Assessment Tool](#) call 8-1-1 or their health care provider.
- As a reminder, students, staff, or other adults must stay home when ill or when required by public health to self-isolate, including when waiting for test results.

## Travelling Outside of BC? - From Superintendent's Report (November 25, 2021)

If you plan to travel, please take the time to carefully read these Government of Canada resources. The federal government continues to outline requirements for people travelling internationally, including to the United States and Mexico:

- Students, staff and other adults who are **not fully vaccinated** and have travelled outside of Canada **cannot** attend school until a minimum 14 days after arrival, as part of [federal requirements](#).
- **Fully vaccinated** students, staff and other adults who have travelled outside of Canada may qualify for the [fully vaccinated traveler exemption](#).
- Specific information is also available on the [COVID-19 requirements for fully vaccinated travelers and unvaccinated children less than 12 years of age](#) web page.

## Capilano School Plan

As part of our School Plan, we continue to work on our school goal which is alignment with our [NVSD Strategic Plan](#).

**Goal: Enhancing our Sense of Community through Compassionate Integrity** – By supporting our community's social and emotional well-being and our sense of belonging at Capilano, through mindfulness of:

- Approaches to Teaching and Learning
- Diversity of Students, Families, and Staff
- Community Connections

---

## *Celebrating Capilano*

---

In every month's newsletter, we hope to celebrate the learning happening at Capilano by featuring a grade group. This month, celebrate learning in Grade 4.

In this newsletter, we share a few highlights of learning that the Grade 4's have been engaging in this school year. This includes measuring the perimeter of the classroom, celebrating Lunar New Year, exploring constellations, and learning Indigenous technique of weaving using looms. As well, some photos from Outdoor School – including Farm Studies, Garden Field Studies, and Weaving Cedar Bark. The students loved meeting the goats! See the pictures below.







February 6, 2022

Dear Capilano Parents and Guardians:

Subject: Emergency "Lockdown" Procedure and Practice Drill – INSERT DATE AND TIME OF DRILL

The North Vancouver School District, in partnership with the North Vancouver R.C.M.P., has recently undertaken an annual review of our emergency lockdown procedures. Between February 14 and March 12, all schools in the NVSD will be conducting a practice lockdown drill, which will include the participation of all students and staff. At Capilano Elementary, we will be conducting our lockdown drill on Thursday, February 17<sup>th</sup> at 11:45am.

In preparing this communication, I realize that even the mention of the word "lockdown" can introduce unwelcome thoughts, and raises questions and concerns. On page 2 of this letter, please find a series of Questions & Answers to further explain what a "lockdown" means and our procedures for addressing this scenario, however unlikely, in our schools.

We realize that an actual lockdown scenario is intensely stressful for everyone involved. One of the most common reactions in parents is to be able to reach their child by cellphone. However, as is explained in the Q & A, cellphone communication can put individuals who find themselves in a lockdown situation at greater risk. For this reason, we ask all parents for their cooperation in respecting the law enforcement directive prohibiting the use of cellphones by staff and students during a lockdown.

Both the North Vancouver School District, and our school, recognize our collective responsibility for the safety of students and staff on our premises, at all times. While the incidence of threatening behaviours/incidents in our schools is very, very low, we hope you will find this knowledge of our procedures to be reassuring. Please don't hesitate to discuss this information with myself here at the school. Questions or concerns can also be communicated to Jeremy Church, District Principal for Healthy School, via his email at [jchurch@sd44.ca](mailto:jchurch@sd44.ca).

Sincerely,

Jeeniece Chand  
*Principal*  
*Capilano Elementary*





What is a "school lockdown"?

A lockdown is an emergency procedure designed to protect occupants from an external harm, or contain the movement of occupants when a danger is present in, or around, the building. In a school lockdown, only emergency response teams from law enforcement will enter the school. A "lockdown" means that people must stay where they are and cannot leave until escorted outside by response personnel.

Are there different procedures depending upon the situation?

Yes. There are three different distinctions of "lockdown" that direct how a situation will be addressed:

Level 1 "LOCKDOWN" – The danger is present inside the school.

Level 2 "HOLD AND SECURE" – The danger is close to, but not inside the building

Level 3 "SHELTER IN PLACE" – A risk is in the surrounding area.

How are school staff prepared to handle a lockdown situation?

School-based staff are trained in how to recognize and respond to all three lockdown scenarios.

Why do children have to practice a lockdown drill? Isn't that creating a stressful situation?

Particularly in emergency situations, we are all more confident, less anxious, and better able to cope when we know there is a plan in place. An essential part of the lockdown drill in our schools is for staff to lead conversations about the experience afterwards to reassure students and help them develop new coping and self-calming techniques for the future.

May I communicate with my child during a lockdown?

It's expected that many parents will feel an urgent need to contact their child in a lockdown situation. However, any sound from a cellphone can alert the danger/intruder to the presence of an individual or group, placing them, and everyone in their vicinity, at greater risk. For this reason, students and staff are not permitted to use cellphones during a lockdown situation.

Communications both in and out of a school under lockdown are restricted to law enforcement personnel and their designates—including school principals and school district senior administrators.

During a school lockdown, where can I learn more information?

Recognizing that telephone reception could quickly become overwhelmed by a high volume of calls in a lockdown situation, the School District will update its website as information is released to us through the R.C.M.P..

2022 02 07

