

## Instructional Delivery & Organization

All students at École Windsor Secondary will be enrolled in 8 classes, as per usual. Throughout the year, these classes will be delivered in 43-day quarters, with one class in the morning block and a second in the afternoon block. After 43 days, students will have completed 2 courses and will start a new quarter with two new courses.

Students will be placed in learning groups, where they will be able to interact with one another freely. Physical distancing will be encouraged where possible within the learning group. Learning groups will meet every day, face-to-face, for at least one long block. More information on learning groups will be provided below.

Each day, students will follow the below schedule (times TBD):

### All students (Gr 8-12):

AM X-Block
Flex/Tutorial Time
Block 1
Lunch
Block 2
PM X-Block

### Terms defined:

**Learning Group:** A learning group is a group of students and staff who remain together throughout a school term (e.g. a school quarter) and who primarily interact with each other. A learning group could be made up of a single class of students with their teacher, multiple classes that sometimes join for additional learning activities, or a group of secondary school students with the same courses. In stage 2 the maximum size of a learning group in Secondary schools is 120.

**Quarter:** 43-day period of time for course completion.

Quarter 1 = Block 1 & 2	September 14 – Mid November
Quarter 2 = Block 3 & 4	Mid November – End of January
Quarter 3 = Block 5 & 6	End of January – Mid April
Quarter 4 = Block 7 & 8	Mid April – End of June

**Long Block:** 140-minute block of instruction.

**FLEX Time:** Additional period of time for students to access teacher/staff support daily.

**Face-to-face:** The learning group meets face-to-face and receives in class instruction

**Hybrid Model:** One class of on-line instruction to the entire class, two classes of smaller group face to face instruction, and two classes of remote work per week.

**X-Block:** Courses that are scheduled outside the regular two long blocks on specific days of the week.

### **Learning Groups: Grade 8**

Students in Grade 8 will be placed in new learning groups each Quarter. In Grade 8, learning groups will consist of up to 90 different students. Though students will likely be with the same group for both courses in the Quarter, there is a possibility that they may have different students from within their learning group in both courses.

Students in Grade 8 will be in both their courses face-to-face, this means they will be required to attend two long blocks every day – Monday to Friday. Below is a sample timetable for a student in Grade 8 only:

Monday-Friday	Method of Delivery
Flex/Tutorial Time	Optional for additional support
English 8	All students face-to-face with learning group
Lunch	
Science 8	All students face-to-face with learning group

After 43 days, students will continue in this delivery model with two new courses and a new learning group.

### **Learning Groups: Grades 9-12**

Students in Grade 9-12 will be placed in new learning groups at the half-way mark of each Quarter. One of their courses will be delivered face-to-face, while the other will be in a hybrid model. In Grades 9-12, learning groups will consist of up to 30 different students.

At the start of every Quarter, courses in the morning will always begin with a face-to-face delivery model, while courses in the afternoon will always begin in a hybrid model. When students are in the hybrid model for a course, they can expect to be divided into one of two sub-groups who will meet two times each week, face-to-face and while maintaining physical distance. Students will be working remotely on the other two days of the week. On Mondays, all students in a hybrid course will meet with their teacher online for instruction.

Below is an example of what the *first half of the Quarter for a Grade 10 student would look like:*

Monday	Tuesday	Wednesday	Thursday	Friday
Flex/Tutorial Time	Flex/Tutorial Time	Flex/Tutorial Time	Flex/Tutorial Time	Flex/Tutorial Time
Math 10 Face-to-face	Math 10 Face-to-face	Math 10 Face-to-face	Math 10 Face-to-face	Math 10 Face-to-face
Lunch	Lunch	Lunch	Lunch	Lunch
Socials 10 Online	Socials 10 Group A	Socials 10 Group B	Socials 10 Group A	Socials 10 Group B

At the half-way point of the Quarter, *the delivery model of each students' course will switch*. This is necessary to provide equity for all courses in regard to the opportunity for face to face instruction. Students' timetables will remain the same, while the method of delivery (face-to-face vs. hybrid) will switch. Students will now be with a new learning group (**identified in blue**) in the afternoon course, while the morning will now be delivered in the hybrid model while maintaining physical distance. *During the second half of the Quarter*, here is what the same Grade 10 student's schedule will look like:

Monday	Tuesday	Wednesday	Thursday	Friday
Flex/Tutorial Time	Flex/Tutorial Time	Flex/Tutorial Time	Flex/Tutorial Time	Flex/Tutorial Time
Math 10 Online	Math 10 Group A	Math 10 Group B	Math 10 Group A	Math 10 Group B
Lunch	Lunch	Lunch	Lunch	Lunch
Socials 10 Face-to-face	Socials 10 Face-to-face	Socials 10 Face-to-face	Socials 10 Face-to-face	Socials 10 Face-to-face

We recognize that this is a significant shift from what students and families are used to at our school. We look forward to implementing this new instructional model in our school community over the next few weeks and appreciate your patience as we navigate through these changes.

Students and families may have many questions regarding our new model of instruction. We believe these questions will be answered during student orientation on Thursday and Friday. Should families seek more clarity in regard to our school's new learning group model, please do not hesitate to reach out to your student's teachers, counsellors or grade admin after Monday, September 14<sup>th</sup>.