

Ottawa, September 2, 2020.

Dear parents and guardians,

As I'm writing this, all our staff is mobilized to finalize the preparations for the start of the school year. We all look forward to meeting or reconnecting with your children, whether they will be joining us in person or are enrolled in virtual school. This is certainly a special start to the school year, but rest assured that it will be welcoming, caring and safe.

Student email accounts

Please note that your child's email account password has been reset as per our usual back-to-school procedure. Teachers typically hand out student account information at the start of the school year. However, due to current circumstances, a new feature has been added to the [Parent Portal](#) to facilitate the distribution of passwords. Account information is available in the *Démographie* section. Should you encounter any problems, your child's teacher can support you.

School transportation

As a preventative measure, each *Conseil des écoles publiques de l'Est de l'Ontario* (CEPEO) student who benefits from school transportation has been assigned a seat, in which they must sit on each trip throughout the school year. We ask that you consult the *Démographie* section of the [Parent Portal](#) to find out the seat assigned to your child and to inform them. It is important that your child respects this seat assignment in order to respect instructions of the public health authorities.

We also remind you that wearing a mask is compulsory for all kindergarten to grade 12 students on school buses.

For any questions related to school transportation, we invite you to contact the [Consortium de transport scolaire d'Ottawa](#) or the [Consortium de transport scolaire de l'Est](#).

REMINDER - Gradual return to classes

We remind you that the return to school for students attending in person will be gradual, between September 3 and September 9. The principal of your child's school has sent you the first week's schedule.

The start of the school year for students enrolled in the Schools Virtual Learning Program (P.A.V.É.) begins on September 8. All parents of students registered with P.A.V.É. received a communication on August 31, including details of [typical weekly schedules](#).

We invite you to regularly consult the [P.A.V.É. website](#) to find out about the latest updates.

For any questions about P.A.V.É., we invite you to contact us at inscription-pave@cepeo.on.ca

REMINDER - List of reminders and self-testing

We invite you to read this [list of reminders](#), which will allow you to have all the information at hand for the first day of school. This list will be updated regularly and is available on our [Back to School Portal](#).

You will need to complete your child's self-assessment every day before arriving at school. The self-assessment is available in [English](#) and [French](#), on the Government of Ontario website, on our [Back to School Portal](#), and on your child's school website.

REMINDER - Ottawa Public Health Resources

Ottawa Public Health has posted a series of [back-to-school resources for students, parents and school staff](#), along with [Frequently Asked Questions \(FAQs\)](#). We encourage you to consult them.

REMINDER - Protocol for suspected or confirmed cases of COVID-19

We again encourage you to read the government's guidelines for handling COVID-19 cases in schools ([Follow the link](#)).

If a sign or symptom of COVID-19 were to be detected in a student or staff member, he or she will be placed in an isolation room and will be monitored by a staff member equipped with personal protective equipment, while waiting to leave school. The isolation room will be closed and located in a location which is easy to monitor. Since the symptoms of COVID-19 are varied, the government advises sending students home as soon as they feel sick. The child's parents or guardians will therefore be immediately notified and must come and collect the child.

Students with symptoms are not allowed on school buses and other school transportation vehicles.

Screening tests will not be compulsory for students sent home. The government advises a minimum of 14 days isolation and to see a doctor. If the child is tested and the result is negative, he or she can return to school within 24 hours of the symptoms ending.

In the event of a confirmed or suspected case of COVID-19 at school, the administration will notify the local public health unit. The local public health unit will ensure contact tracing and identify cohorts at high risk of exposure and whose isolation is necessary.

The school administration will keep a register of individuals in the school on a daily basis. This register will facilitate contact tracing by public health authorities, should a case of COVID-19 be confirmed.

It is important to clarify that in the event of a confirmed COVID-19 in a student or a CEPEO staff member, the CEPEO and schools will have to post information on the number of cases affecting schools on their website. The confidentiality of the identity of the affected person (s) will be

preserved and CEPEO will collaborate with public health authorities and follow all [operational guidelines for the management of COVID-19 in schools](#).

REMINDER - Students in self-isolation

Any student in self-isolation at home (in the event of suspected or confirmed cases of COVID-19) will receive a schedule from their teacher in order to continue their learning. Your child's school will provide all the details for this.

REMINDER - Back to school guide

We again invite you to regularly consult the latest updates to our [back to school guide](#) available on our website. There you will find all the information relating to going back to school in person and virtually.

In closing, thank you for your exceptional cooperation over the past few months. The CEPEO is fortunate to have such a committed school community determined to ensure the well-being of children. Together, let's make the next school year a success!

If you have any questions, we invite you to contact your child's school.

I wish you and your family an excellent start to the school year!

Sylvie C. R. Tremblay
Director of Education