



Dear Parents and Guardians,

With CUPE's notice of strike action, we are sharing with you the changes that will be required at Covenant Christian School. In the absence of School Secretaries, Educational Assistants, Librarians, and other Technicians, school operations will require several adjustments.

As we navigate these temporary changes together, we are reminded of God's faithfulness and provision in every season. Philippians 4:6 encourages us, *"Do not be anxious about anything, but in every situation, by prayer and petition, with thanksgiving, present your requests to God."* We trust that He will guide us through this time, providing strength, patience, and wisdom for our staff, students, and families.

Parents, if you have grandparents who typically are involved in the school, please feel free to share the following information to them as well.

### **Front Office Hours**

During job action, our office hours will be reduced to begin 15 minutes before the start of the school day and end 15 minutes after the end of the school day. Our new office hours will be 8:20 am - 3:30 pm

If you drop your child off outside regular drop-off times, please ensure they get inside the school before you leave. This may take several minutes.

### **Phone System**

The office's ability to answer phones will be limited throughout the day. We ask that you contact the school via email at [ccs@blackgold.ca](mailto:ccs@blackgold.ca) to leave messages, or if you have any questions. These messages will be checked throughout the day. Last-minute phone calls may be missed. Please give the office ample time to respond, or contact your child's teacher directly. Teachers will only be checking their emails periodically throughout the day as they are with students.

***Please also limit phoning in to pick up your child 10-15 minutes before the end of day bell. While we will try our best to accommodate, these calls may be missed.***

### **Attendance**

To report your child's absence, please complete the following [Google Form](#). While we appreciate email notifications to homeroom teachers and/or the office, using this form greatly assists us in ensuring accurate attendance each morning. We also kindly ask that absences be reported as early as possible. Thank you for your cooperation.

**School Entry and Exits**

Students should continue to access the school through their regular doors. Those students who arrive outside regular or dismissal times shall continue to enter using the main doors. Students will continue to have the same access to the school at the beginning and end of the day as well as recess times.

Parents, please understand that wait times to get into the building may increase slightly. Please have patience.

**Student Item Drop-Off:**

If you need to drop off a student's lunch, clothing, or other items, a designated table will be set up at the office. Please label items clearly and fill out the provided sheet indicating the student's name and classroom.

**Transportation/Student Pick-Up and Drop-Off**

Busses will continue to run normally for the duration of the Union's job action. However, there may be slight delays in pick-up and drop-off times. In addition, parents may find that picking up or dropping off their child or children may take longer than normal due to picketing activity. While we do not expect picket action at CCS, parents are encouraged to talk to their children about potential delays and safe driving practices related to picket lines.

**Meal Programs**

Hot Lunch will continue as usual, though there may be some delays as our administration becomes familiar with the programming. We recognize how important this service is to many families and are committed to ensuring it runs as smoothly as possible. Thank you for your patience and understanding.

Please ensure your child has all necessary utensils and supplies in their lunchbox for their meal. While we will continue to provide food for students who forget or do not have lunch, wait times may be longer during this period. Thank you for your understanding.

**Library/Learning Commons**

Due to job action, the library/learning commons will be temporarily closed. As part of our contingency plan, this space will be repurposed for students, and library time will be unavailable during this period. Library book sign-outs will be paused until further notice; however, all books can still be returned using the designated return box in the library.

**Behavioural/Academic Expectations and Supports**

It is important to note that many of the in-person supports children typically receive such as behavioural, social/emotional, and academic accommodations, may be limited. While we cannot guarantee the same level of assistance and support, we will do our best with the resources available.

In rare cases where concerns arise, we may contact you and ask that your child be picked up immediately.

**Extra-curricular/Co-curricular Activities**

Due to reduced staffing levels, field trips and extracurricular opportunities may be limited. While we are making every effort to ensure most activities proceed as planned, some trips may need to be modified or canceled.

**Supervision**

While there may be changes in the staff supervising students before school, recess, lunch recess, and after school, we want to assure you that student supervision remains a top priority. Regardless of personnel adjustments, students will continue to be carefully monitored and supported to ensure their safety and well-being at all times.

**School Council**

Our parent volunteers are incredibly important to us. We anticipate that our meetings will continue as usual.

**Class Disruption**

With over 500 BGSD employees participating in job action, we anticipate a significant impact on school operations. This may include changes to programming and classroom configurations. Periodic disruptions are expected due to potential staff shortages, which could require adjustments such as combining classes, holding assemblies, or implementing team teaching. Our top priority remains providing a safe and supportive learning environment for students. While we are confident in our contingency plan, we recognize that flexibility will be necessary, and adjustments may be required as circumstances evolve.

We will continue to provide updates as new information becomes available. Please monitor school messages and refer to <https://www.blackgold.ca> for further updates.

We appreciate your patience and cooperation during this time. If you have any questions or concerns, please do not hesitate to contact us at [ccs.blackgold.ca](mailto:ccs.blackgold.ca) or 780-986-8353

Sincerely,

Mr. Donavin Simmons  
Principal, Covenant Christian School