



Centre d'éducation aux adultes de Hull *Hull Adult Education Centre*

185, rue Archambault, Gatineau, Québec J8Y 5E3
Tél. : (819) 595-1226 Fax : (819) 776-4126 E-mail : aehull@wqsb.qc.ca

ORIENTATION LETTER

Welcome new and returning students to the Hull Adult Education Centre!

Welcome new and returning students to the Hull Adult Education Centre. We hope you had a safe and enjoyable summer with family and friends. The staff and I look forward to the upcoming school year and helping you achieve your personal and academic goals.

Please read the following letter very closely. Due to COVID-19 we have had to implement many different policies and protocols, which will affect how educational services will be offered.

You have been selected to start on **August 28, 2020 at 8:45 am** and are part of **GROUP « A »**. Please be on time. Students arriving late will be told to come back for the following orientation in October

All students **MUST ATTEND THE ORIENTATION!** If you are not able to attend or do not show up, your start date will be delayed until the next orientation date. Please contact the school **NOW** at 819 595-1226 ext. 620006, if you cannot attend.

Arrival at the Hull Centre (8:15 am to 8 :45 am). The Orientation will finish at 12:45 pm

All students will be met outside at the main entrance of the Hull Centre by staff members upon arrival. Students will not be allowed to enter the building until they have sanitized their hands and put on a face covering (mask). Students will need to provide their own face covering or mask. Please respect social distancing (2 meters) while waiting outside the building. Each student will be given a ticket that will indicate which classroom they will need to report to for orientation. The orientation workshops will cover the following topics.

Topics

1. Digital Student Handbook, BAND, Centre Website
2. Covid-19 Protocols, How to use PPE and Attendance Policies
3. Getting on Teams
4. General Policies and Procedures
5. Student Support Services - Guidance
6. School Tour
7. Buying Books, Profile Signatures, Photos and Sanitization of Common Spaces

Students who's paperwork is missing or expired will be denied entrance to study at the Hull Adult Education Centre



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WHAT DO I NEED TO BRING WITH ME?

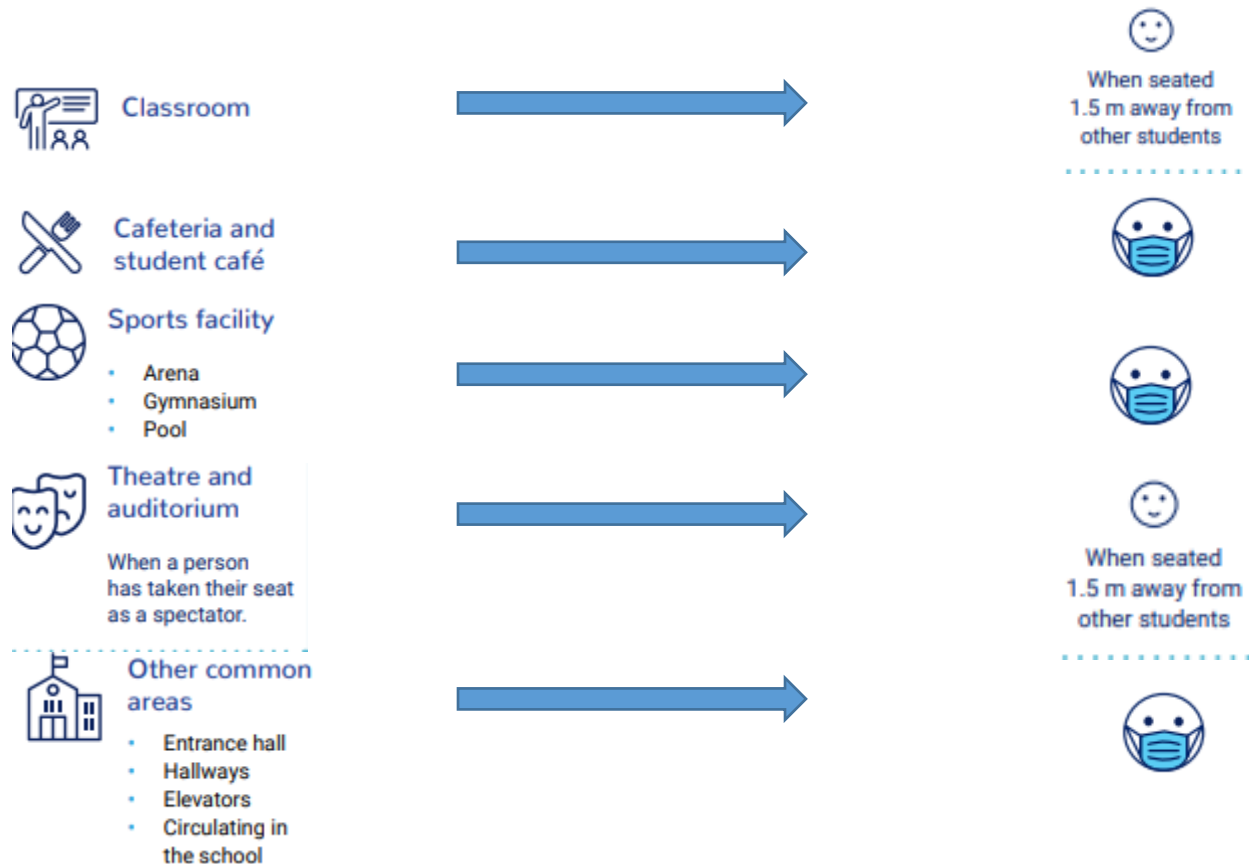
New Students: If you were born in Canada, but haven't done any studies in the province of Quebec, you must provide an ORIGINAL LONG FORM BIRTH CERTIFICATE with your parents' names indicated.

Students UNDER 18 years old: You will have a timeline of 2 days to get your registration documents signed by a parent or legal guardian.

If not born in CANADA: The student must provide a PERMANENT RESIDENCY CARD or CANADIAN CITIZENSHIP CERTIFICATE

Returning Students: If you are a returning student and have registered with a PERMANENT RESIDENCY CARD, you will have to provide it to administration to make sure the card isn't expired.

COVID -19 PROTOCOLS WITHIN THE HULL CENTRE



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