

DATE: September 1, 2020

Memorandum

To: Parents and Guardians

From: Alexander Cap, Principal, Holy Cross School

Subject: Update on HCS Schedule (Staggered Entrance and Exit)

As indicated in my previous letter that I would keep you informed of any changes that may impact on Holy Cross School and your child including updates from the Manitoba Government regarding school matter. Kindly be advised of the following important changes that **MUST** be followed:

Staggered - Entrance and Exit schedule

1) All Pre-k and K to 8 grades will meet at the rear of the school (Parking lot) with designated signs posted on various pillars. Teachers are assigned to meet and greet each grade level. Teachers will then request their class to follow them to the specific entry doors. Please be aware that we have students entering and exiting the school at three (3) entry/exit locations.

1A) As students align to their specific posting's they must maintain a safe distance. Teachers will be there to ensure proper implementation. Parents need to adhere to the specific entry times to avoid congestion and traffic.

Entry time Pre-K 8:15 am – 8:20 am (supervised by the teachers) + V.P. / Principal

Exit time Pre-K. 2:45 pm – 3:00 pm (supervised by the teachers)

(Enter/Exit the building at the rear Administration doors)

Entry - Kindergarten 8:35 am – 8:45 am (supervised by the teachers) + V.P. / Principal

Exit - Kindergarten 2:40 pm – 2:50 pm (supervised by the teachers)

(Enter/Exit the building at the school Gym doors)

Grade 6,7,8. 8:35 am – 8:45 am (supervised by the teachers) + V.P. / Principal

Exit - Grade 6,7,8 2:45 am – 3:00 pm (supervised by the teachers)

(Enter/Exit the building at the Middle doors)

Enter - Grade 1,2,3,4,5 8:45 am – 9:00 am (supervised by the teachers) + V.P. / Principal

Exit - Grade 1,2,3,4,5 3:00 pm – 0:00 pm (supervised by the teachers)

(Enter /Exit the building at the Middle doors)

2) Should you need to drop off your child earlier than the time frame that is posted above, then you must drop off your child **ONLY** at the front gymnasium door. Please remember the child must be registered in the Before and After School program which starts at 7:00 am. All parents entering the gym doors to drop off or pickup their child **MUST** wear a protective mask. A staff member will be present to welcome students at the door.

3) Lunch and School Supplies

Due to COVID 19, it is strongly encouraged that parents provide a **cold lunch** for their child on a daily basis.

We strongly recommend that at the beginning of the school year and especially the first few days that your child does not bring at once all their school supplies. We prefer that supplies be staggered on a daily basis.

4) Resource Info regarding Screening of your child (Prior to attending school)

Parents will be expected to screen their children for COVID-19 related symptoms, and all flu and cold related symptoms, including but not limited to: runny noses, sore throat, cough, fever or chills, shortness of breath, fatigue or weakness, body aches, loss of smell and taste, headache, gastrointestinal symptoms abdominal pain, diarrhea, vomiting, feeling very unwell. Please note that children have been more commonly reported to have abdominal symptoms, and skin changes or rashes. Please click on the **Government of Canada link** to familiarize yourselves with COVID-19 screening. **Children will not be allowed to attend school with any of these symptoms.** Any child found having symptoms upon arrival at the school or suspected of having developed any of these symptoms during the school day, will be removed from other children immediately and placed in isolation for immediate pick-up by a parent or someone on their designated emergency contact list.

You will be kept informed should any further updates come from the Manitoba Government regarding school matters.

God Bless and thank you for your support.

Alexander Cap, B.Ed., M.Ed.
Principal, Holy Cross School