



Holy Spirit Catholic Elementary School

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September 2nd, 2022

Dear Parent(s)/Guardian(s),

Welcome to the 2022-2023 school year! We hope you had a restful and relaxing summer with family and friends. Please note that this Tuesday, September 6th, 2022 is a PA Day, there is no school for students. Therefore, we look forward to welcoming our students back on the first day of school: Wednesday, September 7th, 2022.

As we look forward to the next school year together there are some important updates and information I would like to share with our community. We continue to prepare to safely reopen our school with a focus on the well-being and safety of our students. As we did last year, we will encourage proper hand hygiene, respiratory etiquette, HEPA filters in the classrooms as well as enhanced cleaning protocols. Please note that the wearing of masks continues to be optional at this time.

For our upcoming school year, information will be communicated on our school website, Twitter, and email. Please take an opportunity to review the information below on our school start-up. Our school's success is only made possible thanks to the collaborative efforts of students, parents, and staff and we are looking forward to a successful and rewarding school year together.

Yours in Catholic Education,

Mr. A. Modica

Principal

Holy Spirit CES September Start-Up

Class Placement and the First Day of School

- All families will receive an email on Tuesday, September 6th, 2022 after 4:00 p.m. with their class placement and room number.
- Our classroom teachers and support staff will be outside on the first day of school to help support students in finding their teachers. Supervision begins at 8:10 am and school begins at 8:25 am.

Before Arriving At School

- Students should perform daily COVID-19 screening before arriving at school using the [Provincial Screening Tool](#).
- Please ensure that your child is dressed appropriately for the weather.

Kiss and Ride Reminders



- Should you wish to park and drop off your students, there are a limited number of parking spaces available at the front of the school.
- If you have a low-profile car, please stop a safe distance away from the curb to ensure your door opens safely. Please do not block the bus loop (indicated with a white x), as buses will need to exit as part of their scheduled day.
- Please wait for your turn to drive to an available spot in the Kiss and Ride area and have your child/children exit the car with their belongings on the right-hand side of your vehicle. Once the student is a safe distance away, ensure it is safe and pull out of the Kiss and Ride to exit the area.
- If you do not feel comfortable at this time using the Kiss and Ride, please park in a parking spot. If there are no parking spots available, please park on the street (by-law permitting) and safely walk your child to school.

Kindergarten Information

- Students can be dropped off at the gate of the kindergarten pen and their teacher, ECE, and support staff will welcome them for recess
- Once parents and caregivers drop off their children, we ask kindly that you immediately leave the area to avoid congestion
- This will be the morning drop-off routine each day
- Supervision begins at 8:10 am and school begins at 8:25 am
- Kindergarten students are asked to bring indoor shoes and a change of clothes in a bag (labeled with your child's name).
- Kindergarten students can be picked up at the end of the day in front of the Kindergarten Yard where they were dropped off

Grades 1 to 8 Information

- The Primary Yard (Grades 1 to 3) is beside the staff parking lot area. We ask that parents remain behind the yellow gate and not enter the field or play area.
- The Junior/Intermediate Yards (Grades 4 to 8) are located beside the Kindergarten play area. We ask that parents stay on the grass/park area on that side to avoid congestion and for the safety of our students in our play areas.
- We kindly ask that parents and caregivers immediately leave the area after dropping off their child/children.
- On the first day of school, teachers will show their students where and how to line up in the morning and for recess. They will go over many of the everyday routines of the school day.
- At the end of the school day, please note the doors from which students will be exiting:
 - Primary students will exit from the Primary Doors (Grades 1 to 3)
 - Grades 3/4 to Grade 5 will exit from the Before and After Care doors that are adjacent to the staff parking lot
 - Grades 5/6 to 8 will exit from the Jr./Intermediate Doors

Visitors

- Parents/guardians should continue to book an appointment to visit the school, please contact us by telephone or email.
- Visitors to a school should:
 - perform a COVID-19 self-screening before arriving at school using the [Provincial Screening Tool](#);
 - use hand sanitizer upon entry;
 - sign in and out in the Visitor Log;
 - report to the designated reception area.

Volunteers and Programs

- More information regarding our hot lunch program and volunteer programs will be sent at a later date.

Indoor Shoes

- All students are encouraged to bring indoor and outdoor shoes that are labelled

Medical Forms

- If your child/children have medical needs such as an anaphylactic allergy, asthma or require the use of prescription or non-prescription medication, please visit our school website to download and fill out the forms prior to the start of school: <https://hst.ycdsb.ca/>

Safe Arrival

- Absences and lates must be reported using our Safe Arrival System
- Before bell time for the current day please call **1-855-865-7862** or online at <https://go.schoolmessenger.com>
- If you are reporting absences or lates after the start of the school day (8:25 am), please contact the main office directly.
- Please ensure that you have a pick-up plan in place in the event that your child is not feeling well and needs to be picked up.

Lunch

- As part of our allergy plan, please remind students not to share food, utensils, or drinks and must sanitize their hands before eating.
- Parents/guardians are allowed to drop off lunches/snacks during the school day - however, students are encouraged to bring their lunch with them or go home for lunch.
- If you are dropping off a lunch, please ring the buzzer and place the labelled lunch on our hot lunch table
- Delivery services such as Uber Eats are not allowed

Suggested September Materials

- A refillable water bottle to be used at our water filling stations (fountains are closed)
- Students are asked to bring a lunch and 2 snacks from home with them in the morning.
- Personal school supplies such as pencils, pens, markers, erasers, scissors, pencil sharpener, glue, pencil case, pencil crayons, ruler, etc...
- Indoor shoes
- Teachers will communicate to their classes should there be other items needed in a class letter
- Students in Grade 1 to 6 will receive an agenda on the first day of school. The cost of the agenda is \$7.00 and can be paid by cheque (made payable to Holy Spirit Catholic Elementary School) or cash in a labelled Ziploc bag

Students Receiving Special Education

- Students with Individual Education Plans will continue to receive support through our Core Resource Teacher and Alternative Programming Teacher.
- Educational Assistants and Educational Intervenors will also be working with students on alternative programming.

Transportation

- Wearing a mask is not required at this time and is optional for students
- Please arrive 10 minutes before your scheduled time during the first two weeks of school while waiting and entering the bus
- Schools will continue to undergo enhanced cleaning
- Please check the [School Bus City website](#) for your child's route and pick-up/drop-off time and location.
- If you have any questions, please feel free to contact us at the school office and we will do our best to support you.
- Kindergarten students will be walked by their ECE to their buses at the end of the day
- Kindergarten and Primary students will be given a bus tag to indicate their bus number and stop on the first day of school

**Thank you for your cooperation and support as we work together
to keep our children safe.**