

St. Nicholas Catholic School

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we are gifted with each other

Dear Parents/Guardians,

I hope this letter finds you well. As we prepare for the end of the school year we would like to give families the opportunity to retrieve any personal student belongings. In addition, families are asked to drop off any school materials/resources (textbooks, library books and technology) during this day. There will be two opportunities to retrieve belongings on Tuesday June 29th, 2021. In order to facilitate this process, this will be an asynchronous learning day for all students. Ms. Cruz's fully remote class will be synchronous for a portion of the morning.

Please see options below:

1. Option 1: Student retrieval Tuesday June 29th - AM
2. Option 2: Parent retrieval Tuesday June 29th - PM

Students, staff and attendees of the retrieval day should self-screen on the day of the event using the provincial COVID-19 school and child care screening. <https://covid-19.ontario.ca/school-screening/>

Option 1: Student Retrieval

Students will have the opportunity to pick up their belongings. Students will pick up all their belongings and drop off any school resources (textbooks, library books, technology). Students will also have an opportunity to say farewell to their classmates and teacher before the summer break. Notes: All health & safety protocols will be followed (mandatory masks, distancing, hand washing etc). Each class will have a designated 30 minute time slot. Time will also be accounted for between various time slots to ensure distancing and avoid congestion in the school, playground and parking lot. Parents are asked to remain on site (parking lot) in order to pick up their children at the end of their designated time slot.

Schedule:

OPTION 1 - Student Retrieval

Date: TUESDAY JUNE 29th 2021

Class	Time	Location	Description
FDK: Ms. Tatangelo/Ms. Torresano	8:30-9:00	FDK Yard	Students will enter the FDK yard and be given instructions by their teacher and ECE. Students will pick up a bag of their belongings, drop off any school materials (if applicable).
Grade 1: Ms. Macaluso	8:30-9:00	West Yard	Met by teacher. Students will pick up their belongings, drop off any borrowed technology or resources.
Grade 2: Ms. Di Prima	8:30-9:00	South Yard/Entrance	Met by teacher. Students will pick up their belongings, drop off any borrowed technology or resources.
Grade 5: Ms. Ashworth	8:30-9:00	Enter Building - East Door	Students enter the building and proceed to their class. Students pick up belongings and drop off student textbooks, resources and technology.
FDK: Ms. Sciulli/Ms. Clayton	9:15-9:45	FDK Yard	Students will enter the FDK yard and be given instructions by their teacher and ECE. Students will pick up a bag of their belongings, drop off any school materials (if applicable).

Grade 2: Ms. Gatti	9:15-9:45	South Yard/Entrance	Met by teacher. Students will pick up their belongings, drop off any borrowed technology or resources.
Grade 3: Ms. Cortinovis	9:15-9:45	West Yard	Met by teacher. Students will pick up their belongings, drop off any borrowed technology or resources.
Grade 7: Ms. O'Brien	9:15-9:45	Enter Building - West entrance	Students enter the building and proceed to their class. Students pick up belongings and drop off student textbooks, resources and technology.
FDK: Ms. Bertuzzi/Ms. Hunter	10:00- 10:30	FDK Yard	Students will enter the FDK yard and be given instructions by their teacher and ECE. Students will pick up a bag of their belongings, drop off any school materials (if applicable).
Grade 4: Ms. Senior	10:00- 10:30	Enter Building - East/West Door	Students enter the building and proceed to their class. Students pick up belongings and drop off student textbooks, resources and technology.
Grade 6: Ms. Barrett	10:00- 10:30	Enter Building - East/West Door	Students enter the building and proceed to their class. Students pick up belongings and drop off student textbooks, resources and technology.

FDK: Ms.Lietaer	10:45 - 11:15	FDK Yard	Students will enter the FDK yard and be given instructions by their teacher and ECE. Students will pick up a bag of their belongings, drop off any school materials (if applicable).
Grade ³ / ₄ : Ms. Polsinelli	10:45 - 11:15	Enter Building - West Door	Students enter the building and proceed to their class. Students pick up belongings and drop off student textbooks, resources and technology.
Grade 8: Ms. Anderson	10:45 - 11:15	Enter Building - West Door	Students enter the building and proceed to their class. Students pick up belongings and drop off student textbooks, resources and technology.
ISA: Ms. Mikkelsen	10:45 - 11:15	Enter Building - East/West Door	Students enter the building and proceed to their class. Students pick up belongings and drop off student textbooks, resources and technology.

Parents are asked to not enter the school yard and to respect all Health and Safety protocols outlined on our Board website and Re-Entry plan (<https://www.ycdsb.ca/reopening/>) . Parents/Guardians picking up their children are asked to maintain social distancing and wear a face covering when on school property.

OPTION 2 - Parent Retrieval

Parents/Guardians that would like to pick up student belongings and drop off school materials on behalf of their child(ren) are asked to follow the list (organized by surname) on the afternoon of June 29th. Staff will be helping with supervising and within the building for this process.

We ask the following parameters be strictly followed by the parent retrieving school items:

- Enter and exit the building through the main front doors only.
- All parents/guardians must wear face coverings and/or masks when entering the school.
- Maintain a minimum 2 meter/6 feet distance at all times, as they enter and exit the building, directed by staff supervisors
- Before entry, review and adhere to the instructions on the [self-screening poster](#) posted at the front entrance.
- Please report your arrival and departure time to the designated staff member (Ms. Zambito) at the front door of the building,
- Please proceed directly to the designated classroom(s).
- Only gather additional materials from your own child's work space (desk, coat rack)
- Return any school-owned items (textbooks and technology) that are no longer needed to a designated table in the classroom.
- All bagged items are to be taken home (not discarded at school)

Parent Retrieval Schedule:

<i>Tuesday June 29th, 2021 - PM</i>	
Designated Time	Family Name
12:30-12:50	Surname - A-C
12:50-1:10	Surname - D - F
1:10-1:30	Surname G -K
1:30-1:50	Surname L -P
1:50-2:10	Surname - Q-V
2:10-2:30	Surname - W-V

If you have any questions regarding the retrieval day please don't hesitate to contact the school.

Sincerely,

C. Zorzi

Mr. Zorzi