



Espirito Santo Parochial School

143 Everett Street, Fall River, MA 02723 Rev. Maurice O. Gauvin, Pastor
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July 29th, 2020

1st Day of School Procedures

Dear Espirito Santo School family,

Due to current conditions, we are in need to modify procedures for the 1st day of school, in order to reduce the possibility of illness, and to protect our school community. Also, this notice reminds parents of drop-off & pick-up procedures. Please note the following details:

Drop-Off of School Supplies

In order to preserve the safety of the students & faculty, we have scheduled drop-off times of school supplies before the 1st day of school. **Parents will not be allowed to enter the building to deliver materials to classrooms on the 1st day of school.** School supplies should be dropped off on the following days:

Wednesday, August 26th from 5:00pm – 7:00pm

Friday, August 28th from 9:00am – 11:00am

Saturday, August 29th from 10:00am – 12:00pm

Please label the bag/box of school supplies with your child's name and grade so it gets delivered to the correct classroom. The items will be brought to the classroom ahead of their arrival to school. For Grades 2-8, the masks for the students to wear during the day should be here at this point. You can pick these up when you drop off their school supplies.

1st Day of School – Drop-Off

Morning Care: Morning care will take place in the church hall, starting at 7:00am. Parents will ring the buzzer, and a staff member will greet you at the door. At this point, the staff member will screen the child to ensure that they are not displaying symptoms of illness. The staff will sign in your child, and bring them into the church hall. Once the day begins, staff will bring them to their respective classrooms. **Parents will not be allowed to enter the building.**

Pre-School: PS will use the traditional entrance, which is the door to the left of the main doors. Parents will ring the buzzer, and a staff member will greet you at the door. At this point, the staff member will screen the child to ensure that they are not displaying symptoms of illness. The staff will sign in your child, and bring them to the classroom. **Parents will not be allowed to enter the building.**

Pre-Kindergarten: PK will be in the church hall. The church hall is located across the street from the school. Parents will ring the buzzer, and a staff member will greet you at the door. At this point, the staff member will screen the child to ensure that they are not displaying symptoms of illness.

The staff will sign in your child, and bring them into the church hall. **Parents will not be allowed to enter the building.**

Kindergarten: Kindergarten (for the 1st day only) may enter via the front doors of the school, starting at 7:40am. A staff member will be present at the door to screen the child, and bring them to the classroom. **Parents will not be allowed to enter the building.** After the 1st day of school, students will be dropped off at the back door via the car drop-off route. Please enter via the large gate on Alden Street, and follow the loop to the back door. A staff member will be present to welcome your child. Once your child exits the car, please exit the parking lot via the small gate on Alden Street.

Grades 1-8: Students will be dropped off at the back door via the car drop-off route, starting at 7:40am. Please enter via the large gate on Alden Street, and follow the loop to the back door. A staff member will be present to welcome your child. Once your child exits the car, please exit the parking lot via the small gate on Alden Street. **Parents will not be allowed to enter the building. Also, students should not be entering via the front doors unless the student is walking to school, or is late (arriving after 8:00am.)**

Pick-Up Procedures

Pre-School: Dismissal will begin as early as 2:00pm. Please ring the buzzer at the PS door, and identify who you are picking up. A staff member will bring the child to the door, and the staff member will sign them out. **Please do not enter the building.**

Pre-Kindergarten: Dismissal will begin as early as 2:00pm. Please ring the buzzer at the church hall door, and identify who you are picking up. A staff member will bring the child to the door, and the staff member will sign them out. **Please do not enter the building.**

Grades K-8: Pick-up will still occur via the back door. Please enter the parking lot via the large gate on Everett Street, and pull all the way down the parking lot. Please do not stop in the middle of the parking lot. Dismissal of grades will have to be staggered, and will occur at the following times. It is important that you do not arrive too early than the scheduled time, to reduce the amount of traffic.

Grade K: 2:15pm
Grades 1 & 2: 2:20pm
Grades 3 & 4: 2:25pm
Grades 5-6: 2:30pm
Grades 7-8: 2:35pm

After-Care: After-care will take place in the church hall. Students will be brought over to the church hall, once dismissal is complete. To dismiss a student from after-care, parents will ring the buzzer, and a staff member will greet you at the door. The staff will sign out your child, and bring them to you. **Parents will not be allowed to enter the building.**

These procedures will remain in place until further notice. Thank you for your cooperation and assistance to make this process safe for our school community.

Sincerely,
Mr. Andrew J. Raposo
Principal