



From The Principal's Desk

August 30th, 2024

Important Dates Coming Up:

- No School – Monday, September 2nd due to Labor Day.
- **Open Parent Night: September 3th @ 6:00pm:**
 - Our open parent night will begin in the church. Fr. Gauvin will lead us in a prayer service and provide greetings to our families for a successful school year. From there, I will speak to parents regarding our school year ahead. From there, we will dismiss families to the school to meet with their classroom teachers. All are welcome and encouraged to attend!
- MAP Testing (Grades K-8) – Starts Monday, September 9th for three weeks.

New Announcements

Welcome to Our New Staff: We would like to welcome Ms. Samantha Leandro to our team! She will be joining our special education team. She can be contacted at sleandro@es.dfrcs.org.

Documents to Be Returned: Please return the packet of forms, if you have not already.

Uniform Reminder: The uniform policy for the school can be found [here](#). Please note that the **white polo shirts** are no longer part of the uniform, as those were phased out last year.

Pickup (K-8): Thank you for your patience during pickup. Please be sure to pull down the parking lot, so we can allow all cars to enter. Also, please allow teachers to dismiss the children, and avoid calling out for the student. We want to make sure that the teachers connect the student with the correct adult.

Message from Nurse Turcotte: I just want to reiterate to all that Espirito Santo is a nut free school. We have many students with severe peanut and tree nut allergies, and the entire school is nut free. Please do not send in any snacks or lunch foods with peanuts, this includes Nutella. If there are any questions, let me know. Thank you!

1st Fundraiser of the Year: Packets went home on the 1st day of school. Please be sure to sign up online and get started! The timeline for the fundraiser is short, so please sign up today! If you have any questions, please contact Mrs. Pacheco in the office.

School Mass Schedule: The schedule for school masses can be found [here](#).

CORIs: If you are a new parent, or a returning parent who would like to volunteer for field trips this year, you must complete the CORI process, along with the Safe Environment Training. These forms will be made available during both open houses, but I will link them below for you. The 1st field trip will be PS/PK in October. Please provide time for these forms to be processed. They are good for one year from its approval date. **Please complete the CORI now, so it is good for the school year.**

- [CORI Form](#) - Please complete the form, and provide a copy of your current License or Passport.
- [Code of Conduct](#) – Please complete the form.



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- [Safe Environment Training](#) – For adults who have not been CORI'd by the school before... Please provide copies of both certificates, which include Safe Environment Training and 51a Training.
- [Rhode Island Release](#) – If you are an RI resident, you must complete this form as well.

Announcements from Prior Memos

Lunch Program/September 2024 Menu: <http://www.espiritosantoschool.org/wp-content/uploads/Espirito-September-2024-menu.pdf>

School Calendar: The school calendar can be found [here](#).

Tuition Statements: Tuition payments are due at the beginning of each month, per the tuition agreements that were mailed to you. You can mail your payment to the school. You can also schedule your payments with bill pay through your banking partner, where they will be mailed to the school on your behalf. *This year, we have added the ability to process card payments, using the Square system. Please note that a convenience fee is added using this method.*

Uniforms: In addition to Donnelly's Clothing, we will continue to work with Advanced Embroidery in New Bedford, as another vendor that will help supply our polo uniform shirts & gym clothing. You can see the listing here: <http://www.espiritosantoschool.org/wp-content/uploads/Advanced-Embroidery-Ordering-List.pdf>. Please begin to prepare for the school year, as delays are likely due to supply chain issues. ***Please note that uniforms are only allowed from Donnelly's & Advanced Embroidery. Custom made items are not permitted.***

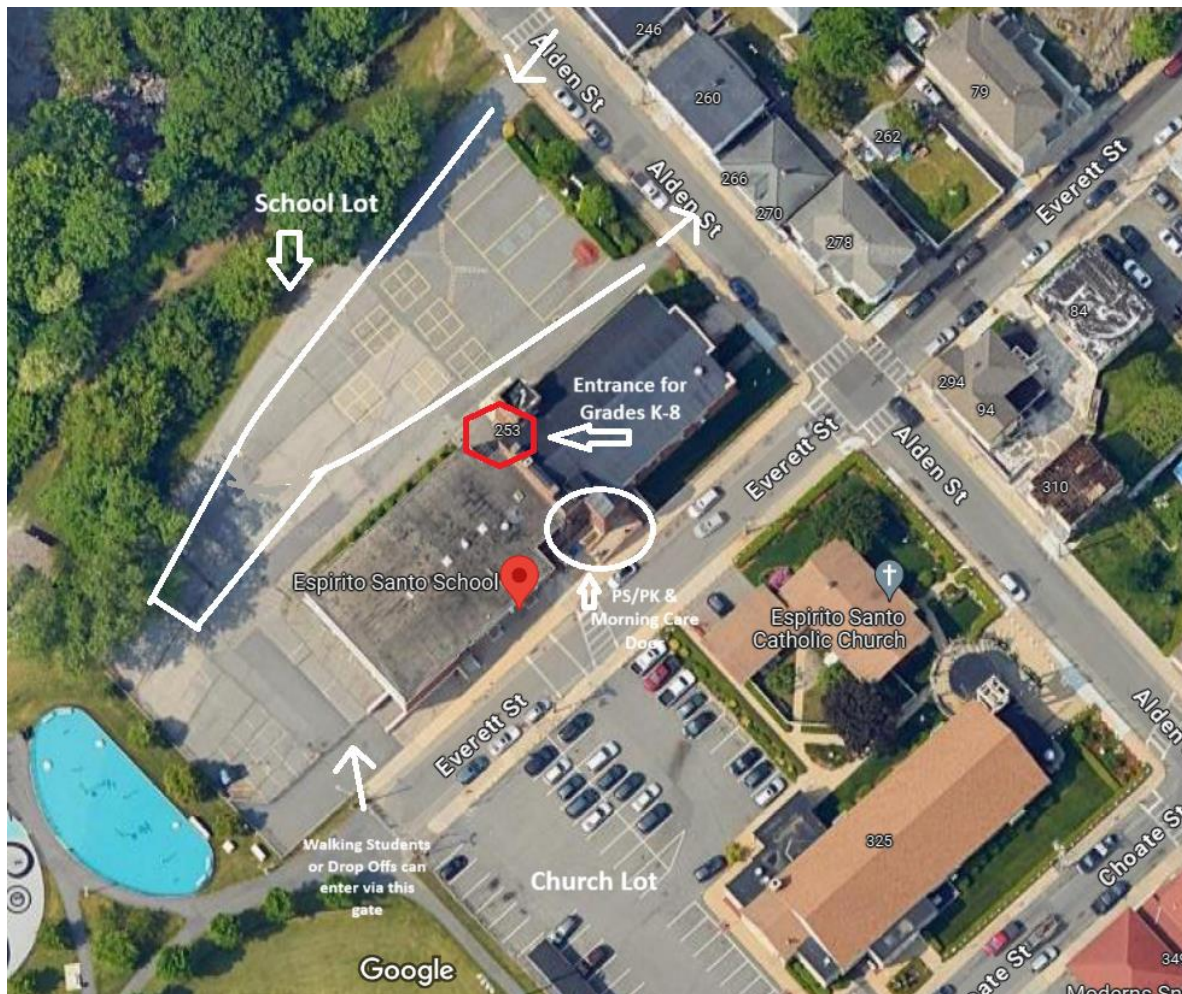
Drop-Off & Pickup Procedures: In order to make drop-off and pickup as seamless as possible, please review the following information. Please share this with those who may pick up your student. Your cooperation is greatly appreciated!

Drop-Off: For students in PS/PK, they will enter via the PS/PK door, located up the brick stairs to the right of the main doors of the school. Once you arrive at the door, please ring the buzzer. A staff member will greet you and sign your child in. Parents will not be permitted to enter the building. Please park in the church parking lot, and **do not park in the rectory driveway.**

Students in Grades K-8 will continue to arrive at school via the back door in the school parking lot. The doors will open at 7:40am. Parents will enter the large gate on Alden Street, and make a U-shape car line. Once your car is along the side of the building, please allow your child to exit the vehicle and walk within the coned off area. You may exit the parking lot through the smaller gate on Alden Street. There will be staff present to assist students. Parents will not be permitted to enter the building. Students should not be entering via the front doors unless the student is walking to school, or is late (arriving after 8:00am). Please make every effort to be on time, so that the day begins smoothly.



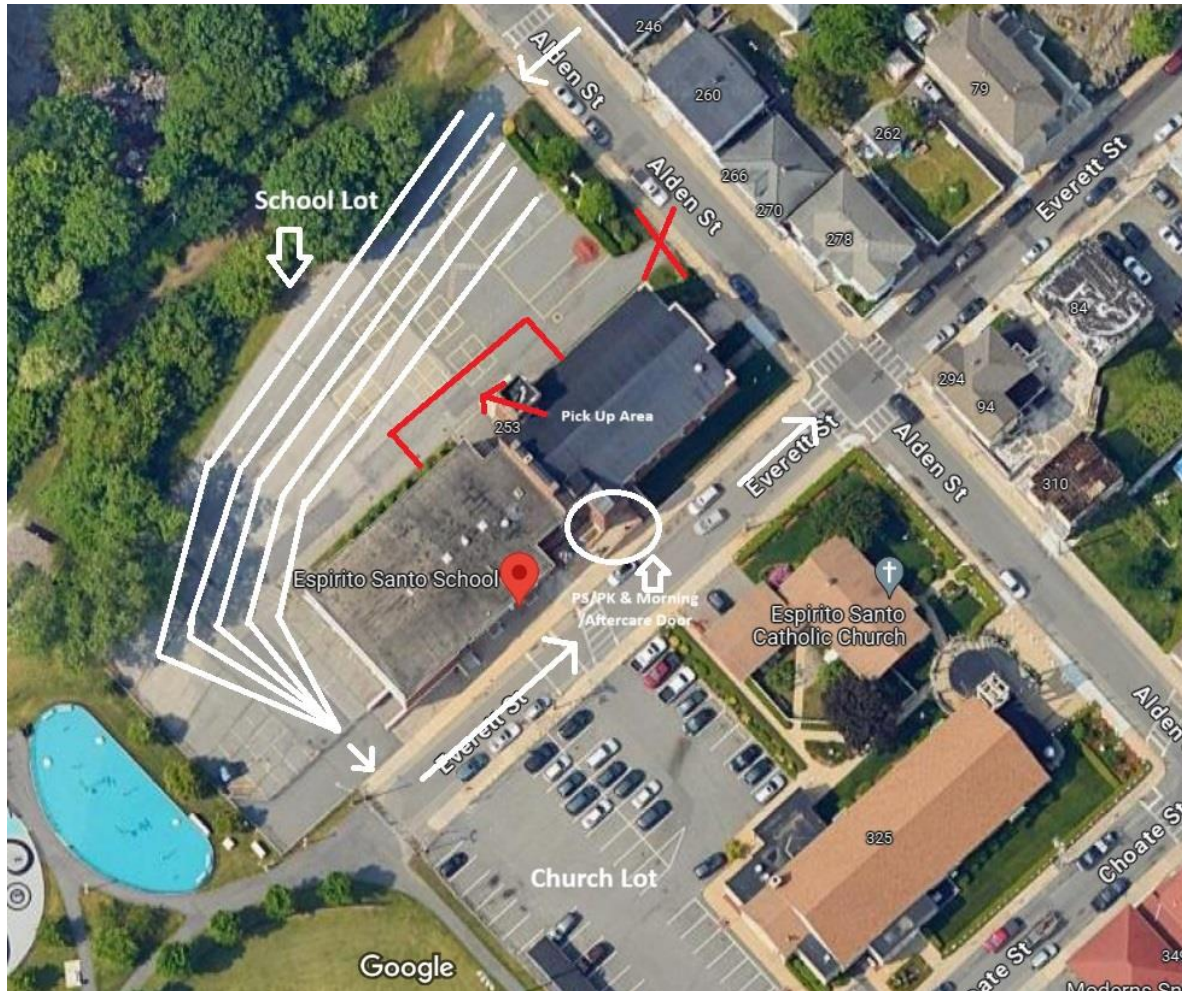
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Dismissal: For students in PS/PK, dismissal begins as early as 2:00pm on full days, 11:00am on half days. Please ring the buzzer at the PS/PK door, and a staff member will assist you. For students in Grades K-8, dismissal will take place in the back parking lot. Please enter via the large gate on Alden Street, and make multiple car lines. It is very important to pull all the way down the parking lot. **Do not stop in the middle of the parking lot, or weave in/out of traffic.** We want to ensure that our students are safe. There will be a coned area where teachers/students will stand. You must exit your vehicle, and pick up your child from their teacher. Students are not allowed to run across the parking lot. Once you and your child have entered your vehicle, proceed down the parking lot, and up Everett Street. Please be reminded that the intersection of Alden & Everett Streets is a 3 way stop.



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Dismissal times are as follows:

- Grades K-3: 2:20pm (full day), 11:20am (half day)
- Grades 4-8: 2:30pm (full day), 11:30am (half day)

Morning & After-Care: Morning care begins at 7:00am. After-care runs from 2:30 - 5:00pm. Parents may check in their student for morning care and dismiss their student from after-care at the PS/PK door.

If you have any additional questions, please reach out to me, or the school office. Enjoy the final days of summer.... we can't wait to see you!

Sincerely,

Mr. Andrew J. Raposo

Principal