

January 6, 2021

Good morning,

I hope this email finds you and your family safe and well. It's hard to believe that we haven't been in school since Friday, November 13th! ***I know all of us at ICS look forward to seeing our classrooms filled with students on Monday, January 11th! ICS will follow the same protocols and guidelines that were used in the first half of the school year. The whole Return to Learn document can be located on the ICS website at <https://www.immaculate-conception.net/> if you would like to review it.*** I am listing below general information that will be important as we return to school next week. Please do not hesitate to contact me if something is unclear or you have any questions/concerns.

***Please note that 2nd quarter report cards will be emailed out to families on Friday afternoon. We will not be sending paper copies this quarter.***

***Pre-Screening*** - Every day a pre-screening will be completed with your child/ren.

- Upon arrival a temperature check will be completed, if your child has a temperature of 100.4 or higher your child will be sent home.
- We recommend taking your child's temperature before bringing them to school to minimize any risk.

***Social (Physical) Distancing*** - All Classrooms will be set up to provide the greatest distance possible of social separation for all students. Please continue to have conversations about why this is important and ways to still engage with classmates while still practicing CDC guidelines during this break to avoid confusion when students come to school.

***Face masks*** - At this time Face masks will be required of all students and staff at arrival, in classrooms, dismissal, and during building movement.

- ICS will have disposable face masks available if a student forgets to bring one. In regards to mask please review the following
- Please arrive at school with a mask and have another (back up) mask to be placed in the front pocket of your backpack
- Masks must be clean, fit the student appropriately covering both their mouth and nose.
- We ask that masks have no phrases on them or offensive images. No scary faces, skulls or crossbones, etc... However, they may support a sports team (Ex. ICS logo or your favorite team of choice) or another theme (Ex. gymnastics, cars, dogs, unicorns, etc..) Masks can be any color, as long as they are respectful, have no phrasing written across the mask, and are not distracting to others.
- Masks may be cloth (please wash daily or weekly depending on your child) or disposable.
- Please know we will do everything we can to make this work for our students (safe face mask "breaks" and common sense).

***Sanitization Stations*** - All Classrooms will have sanitization stations and highly used surfaces in the building will be sanitized often.

***Transportation*** - At this time Monmouth/Roseville and United will provide transportation to Immaculate Conception School (except Wednesdays for United bus riders). Due to ICS having full days of school, parents will need to provide transportation from school. I know they will be limiting bus capacity to 50 so please keep that in mind and plan accordingly.

***Lunch*** - At this time we plan to have students eat lunch in the cafeteria, with the exception of 3-year-old Preschool and 4-year-old Pre-k students. We will be adding more tables and minimizing the seating at each table to allow for physical distancing. Students, as they have in the past, will only be seated by students in their cohort (grade level). As a reminder

lunches will be provided free to all students as USDA Waiver is extended to June 2021. However, you your student brings a cold lunch and wants a school milk that is a charge of \$.40.

**Water Fountains** - ICS is having three bottle filling stations installed to our school water fountains. Students will need to bring water bottles to be refilled throughout the day. The water fountains at this time will not be in use and will only be used to fill reusable water bottles.

**Classrooms and hallways** - will be organized to best practice social distancing (as much as possible). Students' desks will be spread out and hallway traffic will be organized to best ensure social distancing (as much as possible).

**School Mass** - **We will continue to have School Mass on Thursdays.** We will have two School Masses (morning and afternoon) to allow for physical/social distancing at church. Please remember on Thursdays to have your student/s wear their Mass uniforms, which are a navy blue polo with the ICS logo in the left corner and Khaki pants or skirts.

*\*Also as of right now to make sure we are consistent with capacity numbers School Mass will only be for the students and staff at ICS.*

**Middle School Physical Education Classes** - ICS middle school students **will not change** for Physical Education classes. We will communicate in advance if we transition to changing for P.E. so parents can purchase P.E. uniforms.

## **Drop-off and Pick-up procedures**

**Arrival Procedures:** Each morning...

- Students, faculty, and staff must wear a face mask upon arrival at school.
- **School doors will open at 7:40 a.m.**
- **Tardy bell: 8:00 a.m.** (All school doors locked - Students enter through main front doors)
- Students enter through designated grade level doors and report directly to their homeroom.
  - **3-year-old Preschool - 3rd-grade students need to be dropped off at the main school entrance**
  - **4th and 5th-grade students need to be dropped off at Becker Hall entrance**
  - **6th, 7th, and 8th-grade students need to be dropped off on on the Northside side of the building at the Middle School entrance**
    - ***Please note that Archer Ave will be a one-way street heading East before and after school. The street will be closed from 7:40 a.m. to 3:30 p.m.***
- Appointed staff members will perform wellness/temperature checks before students enter the building when weather permitting.
- Students will immediately sanitize their hands before entering the classroom at the sanitation station.

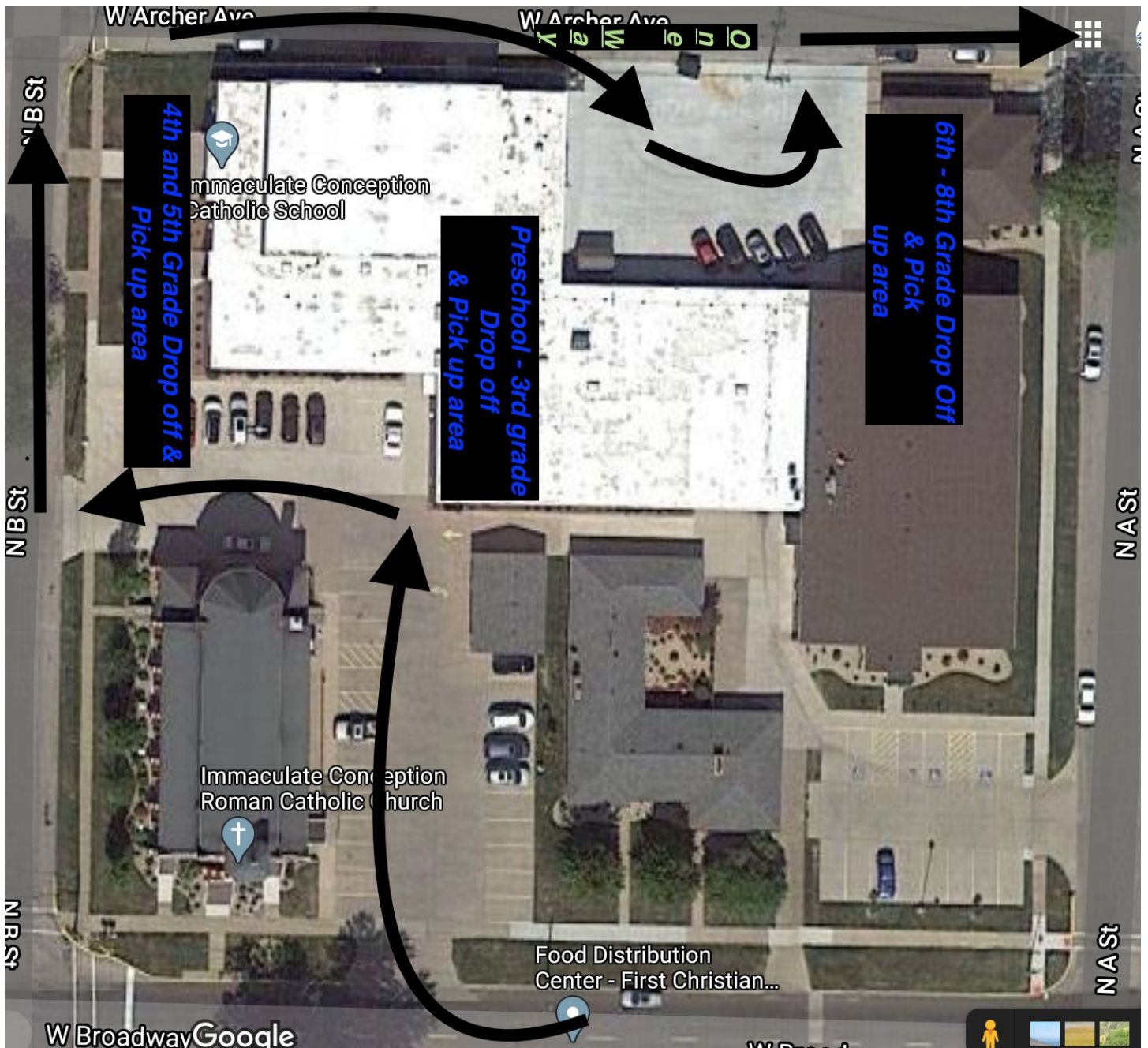
**Dismissal Procedures:**

At dismissal time...

- Students will exit through the designated grade level doors they used for entry.

- *Preschool - 3rd - Main school entrance*
- *4th & 5th Becker Hall entrance*
- *6-8th Middle School entrance*
- Teachers will accompany students outside as they exit the buildings.
- Families are encouraged to work out a dismissal plan with their children in order to *discourage congregating by parents and/or students on school grounds after school.*
- **Staggered dismissal times:**
  - **2:45 - 3-year-old preschool, 4-year-old Pre-k, 4th grade, and 8th-grade students**
  - **2:50 - Kindergarten, 3rd, 5th, and 7th grade**
  - **2:55 - 1st, 2nd, and 6th grades**

*Drop off areas highlighted below*



*\*Please note if you have a Preschool - 3rd and a 4th/5th-grade student just drop them off at the main entrance area and those students can walk to Becker Hall entrance.*

*\*If you only have a 4th/5th-grade student please just drive up North B and drop them off at Becker Hall entrance*

*\*Archer Avenue will be one-way heading East for Drop-off and Pick-up. For the rest of the school day, the street will be blocked off.*

**ICS Communication** - ICS will continue to communicate primarily via email, text messages, and FACTSIS. The weekly newsletter and other documents will be emailed Friday afternoon. If you do not have the FACTSIS would highly recommend getting it.

Again, all of us look forward to seeing our students in the building next week! If you have any questions please do not hesitate to contact us! Stay safe and we'll see you soon.

Sincerely in Christ,

Randy Frakes, Principal