

August 27, 2020



Holy Spirit School
Inspiring Minds/Igniting Hearts
2020/2021
"Protect the Creation; Praise the Creator"

Letter from Dr. Vorbach, Superintendent of Catholic Schools and New Procedures

Below you will find a letter from Dr. Vorbach, Superintendent of Catholic Schools for the Diocese of Arlington and a liability waiver that we, as principals, have been asked to distribute to families. Please be certain to read both the letter and waiver and return the signed waiver as soon as possible per the instructions below.

Additionally, as you might expect, the new school year will bring with it some new procedures that have to be in place when we open our doors. For those who are accustomed to "the old way", we will all be learning together, so certainly practicing our patience and kindness in the car line during arrival and dismissal will be important.

In the spaces below you will find different blocks with pertinent information as we move

into our orientation week.

I hope you find the information useful as we await students returning to the building.

A significant number of events have been added to the school calendar. Please be sure that you are checking that for updates and upcoming activities.

-Maureen Ashby

Principal

Required Agreement for Diocese of Arlington Catholic School Students

The following letter and liability waiver have been drafted by the Diocese of Arlington. All families must sign and return the attached prior to your student(s) coming to school for orientation.

Signed copies of the waiver may be scanned and emailed to Waiver@holyspiritflames.org

[Superintendent's letter to parents - August 2020](#)

[Required Agreement for Diocese of Arlington Catholic School Students](#)

Required Symptom Screening Questionnaire

Per Holy Spirit School's reopening plan, as well as, requirements of the Diocese of Arlington, all students, staff, and any potential visitor to the school (parent, contractor, etc.) must complete a symptom screening questionnaire.

Holy Spirit School has contracted with rSchoolToday for the development of a school specific APP which will allow us to collect information electronically such that we will be able to verify during the morning car line that the questionnaire was completed prior to arrival at school.

Despite our best efforts, I am not confident that the APP will be up and running in time for next week's orientation days.

Therefore, until you receive further instructions, please complete the attached form for each of your children each day and provide the paper copy to the faculty/staff member on duty during morning arrival.

[Required Symptom Screening Questionnaire - 8.27.2020](#)

Reminder:

Student Orientation Days

September 2 - 4, 2020

We will have **student-only** orientation days on September 2 - 4, 2020 to let students get their feet wet and give them a chance to meet their teacher(s), get to know their classmates, bring in their school supplies, etc.

Middle School (Grades 6-8) - Wednesday, September 2nd - 8 - 11:30 am

Grades 3-5 - Thursday, September 3rd - 8 - 11:30 am

Grades Pk - 2 - Friday, September 4th - 8 - 11:30 am

Students should be in their regular school uniform.

Students in grades PreK - 5 may bring a healthy, nutritious snack with them (cheese stick, fruit, veggies, crackers/pretzels). All snack items must be easy for students to open themselves. All snack items must be in a container labeled with the student's name and the current date.

As always, the classrooms are **nut free!**

Morning Arrival Procedures

Arrival procedures are subject to change.

All Holy Spirit School students will be dropped off using the car line at the front of the school.

Assigned teachers will be outside for morning duty by 7:40 am. All classroom teachers will be in their classrooms ready to receive students. The teachers on outside duty are responsible for traffic control, monitoring students as they exit cars and surveying the general school campus looking for unusual cars/people on the campus.

Teachers will load a predetermined number of cars into the drop-off zone.

Staff members will approach each car and confirm with the driver as to whether the predetermined daily health check has been performed.

All students will leave cars on the right-hand side directly to the sidewalk. Parents must not get out of their cars. No one should park in the drop-off lane at any time. In order to facilitate distancing of students, the next set of cars will not begin to unload until the first set of children are set to enter the building.

Upon arrival, all students must be wearing a mask.

Students in Pre-Kindergarten and Kindergarten students will enter the building via Exit 11. Students in Grades 1-8 will enter the building via Exit 1. All students will proceed directly to their classrooms.

Hand hygiene stations will be set up at entrances of the school so that children can clean their hands.

A reduced number of teachers will remain outside from 8:00 to 8:10 am to facilitate entry of

students.

Students who arrive after 8:10 am must be walked to the front doors by an adult. All family members will wait outside of the building until such time as verification of health assessment can be made by a staff member. All family members, including the adult, must be wearing a mask or face covering. As students are permitted to enter the building all protocols outlined above will be observed.

Afternoon Dismissal Procedures

Dismissal procedures are subject to change.

At the start of the academic year, all families will be provided two placards which contain the family's last name and a family number. These placards are to be displayed in the front windshield of the car.

Classes for the day end at 3:00 pm when the bell rings.

At 3:05 pm the Prayer Bell rings and all students are expected to be packed up, standing behind their desks and ready to pray. Any afternoon announcements are made at this time. All students must be wearing a mask when entering the hallway and through the dismissal process.

The back driveway (outside of Exit #9) will be used by Pre-Kindergarten families.

The upper lot will be used for Kindergarten dismissal and Vanpool participants.

*Prior to student dismissal, orange cones and yellow chains are set in order to block off incoming traffic to the upper parking lot. Teachers on duty ensure that all cars are stopped and turned off prior to any student entering the upper lot area. Any parent who arrives after the upper lot area is sealed will be directed to the carpool lane. Students will not be released to parents who are waiting outside of the chains.

The lower lot will be used by all other families.

All staff and students must be wearing masks while traveling in open hallways and as the dismissal process is completed.

Pre-kindergarten

The Pre-kindergarten teachers and aides will lead students to Exit 9 as soon as afternoon prayer is complete. Weather permitting, all students will exit the building and wait in distanced spaces for cars to pull up. If students must wait indoors, they will be physically distanced in the hallway.

Siblings of Pre-kindergarten students will be called at the conclusion of prayer. Those students on the Primary Wing will exit the building via Exit 9. Students on the Intermediate or Middle School wings will exit the building via Exit 9. All siblings will follow the same procedures for physically distancing while waiting to be picked up.

Kindergarten

All Kindergarten families must be parked in the upper lot by 3:05 pm when the chains will be closed.

At the conclusion of afternoon prayer, all Kindergarten students will be escorted by their teachers to the upper parking lot. Students will be walked to the kindergarten section of the parking lot and dismissed to individual cars in order to allow parents to stay in cars. Parents will be responsible for opening car doors and securing children into appropriate restraints. Siblings of Kindergarten students will be called at the conclusion of prayer. Those students on

the Primary Wing will exit the building via Exit 11. Students on the Intermediate or Middle School wings will exit the building via Exit 1.

A staff member will monitor siblings as they make their way to the appropriate car.

Vanpool

Participants in Vanpool must be parked in their assigned spot by 3:05 pm when the chains will be pulled to close the lot.

Following the dismissal of the Prekindergarten and Kindergarten students and siblings, Family Numbers for those families participating in Vanpool will be displayed on the ActivPanels in classrooms in groups. Once a sufficient period of time has been given, the next grouping of Family Numbers will be called. This process will continue until all Vanpool groups have been dismissed.

Those students on the Primary Wing will exit the building via Exit 11. Students on the Intermediate wing will exit the building via Exit 2. Middle School students exit the building via Exit 1.

Walkers

Students who are considered “walkers” will be called from the classrooms after Vanpool is finished. Students will be met at the front office by a staff member who will escort them to the edge of the school campus.

Students and the staff member will exit the building via Exit 10. They will travel up the sidewalk, across the edge of the upper parking lot, to the sidewalk on Woodland Way.

Lower Lot Car Line

All families picking up in the car line will enter the campus from Woodland Way and proceed to the lower lot where they will line up from the bottom to the top of the parking lot following all posted directional signs. Faculty members will be in the parking lot recording the Family Numbers in order of arrival.

Following the dismissal of all Vanpool participants, Family Numbers for those in the car line will begin to be displayed on the ActivPanels in the classrooms. Students will be dismissed as numbers are called with sufficient time between groups.

Those students on the Primary Wing will exit the building via Exit 9. Students on the Intermediate wing will exit the building via Exit 2. Middle School students exit the building via Exit 1.

If there is an 11:30 am dismissal, the last class of the day will end at 11:15 am. The Prayer Bell rings at 11:30 am and the same procedures are followed. Cars needing to be in the upper lot, must be in place by 11:20 am.

Back to School Nights

Back to School Nights will be held:

September 15 - Grades 1 and 2

September 16 - Grades 3 - 5

September 17 - Grades 6 - 8

Each night there will be two sessions. The first will be from 6:30 pm - 7:00 pm and the second will be from 7:15 pm - 7:45 pm.

For students in Grades 1 - 5, the homeroom teachers will send out a sign-up list for each session so that we may limit the number of parents in the rooms at any given time. Children will not be permitted to attend.

For students in Grades 6-8: the first session will be for parents of students in grades 6 and 7; the second session will be for parents in grade 8 so that we may provide necessary information regarding the transition to high school. The sessions for middle school will be held in the gymnasium.

General remarks from school administration will be prerecorded and made available to families.

Vanpool

Traditionally, information/signups for vanpool come home in the beginning of the year family packets.

With the new dismissal procedures that will be in place, we would like to have as many vanpool participants as possible already assigned to their spots going into the first days of school.

Attached is the vanpool information/registration sheet for this year. For those who are new, please read the information carefully to see if you "qualify" for a vanpool slot.

Completed forms may be sent back via email to Mrs. Lori Martin at frontoffice@holyspiritflames.org

[Vanpool 2020 Letter](#)

Visit our
website

Morning Care and Extended Day

Information is available on the school website.

Parents please have your student bring in an old
T-shirt or a smock for Art Class



Thank You
Mrs. Liss Art Teacher



All Holy Spirit School students need to have three (3) masks and one (1) face shield in reserve at school at all times.

Students should bring the masks and face shield on their orientation day in a clear Ziploc bag labeled with the student's name.

Each day students should come to school with a clean mask already on in order to enter the school building!



Headphone/Earbuds

All Holy Spirit students will need a personal set of headphones/earbuds throughout the year for use in the computer lab and with the Chromebooks and iPads.

For health purposes we are requesting that all students provide their own headphones/earbuds.

Parents may choose the device based on comfort for your child.

Please though do not purchase overly expensive equipment. Earphones/earbuds should be brought the first day of school in a clear plastic Ziploc bag with the student's name clearly written on the bag.

*Note that the better choice for the younger students is headphones as the earbuds do not tend to fit correctly and fall out.

Student
Council

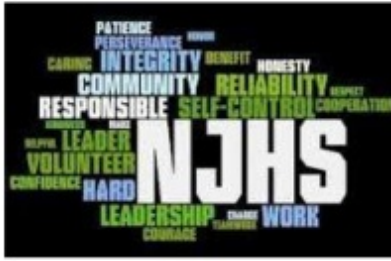
The Student Council is looking for the Officers for the 2020-2021 school year!

**Are you in Grades 6-8?
Are you interested in giving back to your school community?
Are you interested in helping to plan many of our school activities?**

Then, the Student Council is just for you!

**See the attached interest form.
Questions? Email Mrs. Webb (twebb@holyspiritflames.org)**

[Student Council Interest Form](#)



NJHS

*NJHS is looking for Officers for the
2020-2021 school year.*

Are you a current member or new inductee?

*Are you interested in being a leader, role model & making
a difference?*

*Do you want to help plan your inspiring service projects
and other fun events throughout the school year?*

See the attached information.

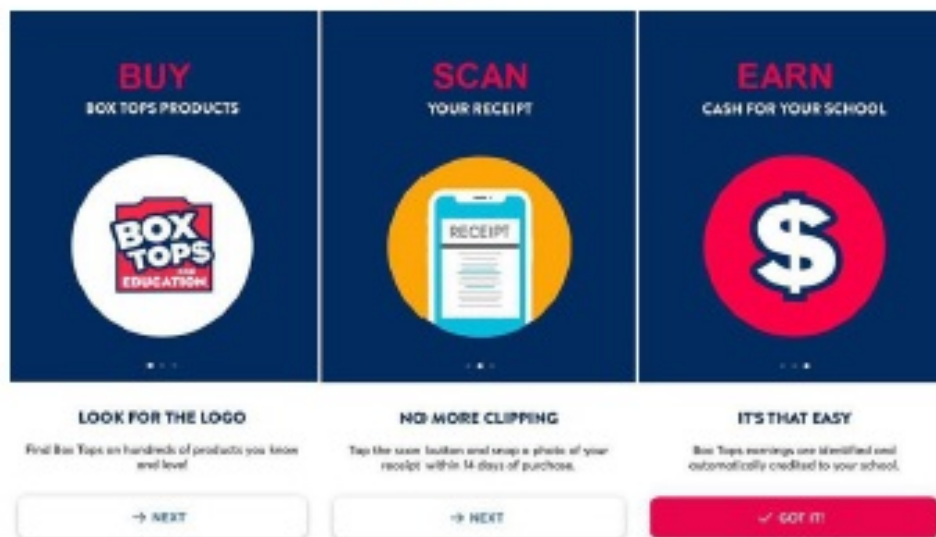
Questions? Email Mrs. Lencz (clencz@holyspiritflames.org)

NJHS Interest Information & Officer Duties

NJHS Officer Information



School supply shopping is the perfect time to download the Box Tops App and scan those receipts to get money for Holy Spirit. The app is simple and easy to use and is available in the App Store and Google Play! Once you download the app and select Holy Spirit as your school you can:



The app will keep track of the box tops for you and will also clue you in to special deals to earn more box tops!

We will still be accepting regular clipped box tops as well! Some products will let you scan and clip box tops for double earnings!

Email PTOBoxTops@holyspiritflames.org for any questions!

Helping Holy Spirit Has Never Been So Easy!



Amazon Smile is a simple and automatic way for you to support Holy Spirit every time you shop at no cost to you. When shopping online, simply go to www.smile.amazon.com and Amazon Smile will automatically donate 0.5% of your eligible purchases to Holy Spirit.

To get started, log into <https://smile.amazon.com> using your usual Amazon account log-in and chose "Holy Spirit Catholic Church Annandale, VA" as your charity.

How to turn on AmazonSmile in the mobile app

1

Join AmazonSmile

If you are not already an AmazonSmile member, [sign up](#) on your web browser. Simply select your favorite charity to start generating donations, at no cost to you.

2

Get the app

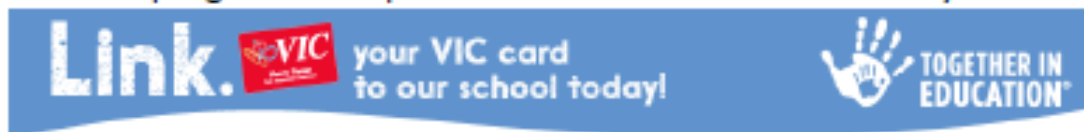
Download or update to the latest version of the Amazon Shopping app on your phone. You can find it in the [App Store](#) for iOS or [Google Play](#) for Android.

3

Turn on AmazonSmile

Open the app and find 'Settings' in the main menu (☰). Tap on 'AmazonSmile' and follow the on-screen instructions to turn on AmazonSmile on your phone.

Beginning August 1, Holy Spirit joins Harris Teeter's Together in Education program to help raise funds for our school. It's easy and FREE!



Connect your Harris Teeter VIC card to our school's Together in Education account.

Online

1. Log in to your Harris Teeter profile at the top of harristeeter.com
2. Click on My Account once logged in
3. In the Together in Education section, type the school name in the School Search toolbar
4. Once the school name generates, click on the school name and then Add a School
Note: it is easiest to type the school code listed above into the school search bar

App

1. Go to "My Account" and click "Together in Education"
2. Type in the school name in the search bar

In-store

Ask your cashier to link your VIC card to our school's TIE code.

Mass Link

Let the school link for you!
We just need your last name and VIC card number/ phone number and we will link your card.

Holy Spirit's TIE
Code is 1307



Parish Happenings!

Donate Food!
DRIVE THRU
 to benefit the St. Lucy Food Project

August 28
10:00am-2:00pm
 Lower Parking Lot



The St. Lucy Food Warehouse will be set up in the parking lot to accept "non-contact" drop off of food donations. Those donating will not ever have to get out of their cars - they will drive by and drop their donations into large boxes which will then be "lift-gated" into the St. Lucy Warehouse food truck.

Can you Volunteer to help direct traffic?
www.holyspiritchurch.us

THAT MAN IS YOU!
 BECOME A MAN AFTER GOD'S OWN HEART

Saturday Mornings
Fall Session Begins September 12th
7:00 - 8:30 AM
 In the **Quinn Room, School Building**

For more information, contact
 Deacon Nick LaDuca at denladuca@holyspiritchurch.us
www.holyspiritchurch.us/tmyi

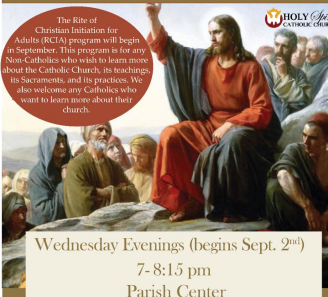
Wherever you are in your spiritual life,
 Jesus Christ wants to encounter
 you right there...
and take you further.



TMYI
www.thatmanisyou.org
HOLY SPIRIT
 Catholic Church


Interested in becoming
Catholic
 or learning more?

The Rite of Christian Initiation for Adults (RCIA) program will begin in September. This program is for any non-Catholic who wish to learn more about the Catholic Church, its teachings, its Sacraments, and its practices. We also welcome any Catholics who want to learn more about their church.



Wednesday Evenings (begins Sept. 2nd)
7-8:15 pm
Parish Center
 Also Available Live Streamed, See Parish Website
 For more information:
 Email Deacon Nick LaDuca at denladuca@holyspiritchurch.us

INOVA Save Lives • Give Blood



INOVA
 Inova Blood Donor SERVICES

Saturday, Sept. 12th
6:45 - 11:45 AM
School Cafeteria
Enter by School Door 2

Make your lifesaving appointment today!
Questions?
giveblood@holyspiritchurch.us

Photo ID required. Allow one hour for donor visit.

HOLY Spirit
 CATHOLIC CHURCH

HOLY Spirit
 CATHOLIC CHURCH

We are Excited to Announce
Phase 1 of the
Parish Renovation Project
Begins September 14, 2020
The Sanctuary



Timeline

- Begins September 14 and will be completed by Dec. 1, 2020
- The Church will remain open but will not always be conducive to undisturbed prayer

Details

- Current Mass, Confession, and liturgical schedules will be unaffected
- The sanctuary will be placed off and a temporary one created in place of the first few center pews

When finished we will have a renewed and more beautiful sanctuary, better lighting, and a new sound system.
 Please continue to pray for the success of this project.

Community Happenings!



Cub Scouts

Pack50@
HolySpiritChurch.us

We're Still Scouting!

Join Today!





Boy Scouts

[www.Annandale50](http://www.Annandale50.MyTroop.us)
[.MyTroop.us](http://www.Annandale50.MyTroop.us)

FAMILY FOLDER

The following flyers may be found in the folder

labeled "August 27, 2020" on the website. For your convenience, some flyers are repeated.



Family
Folder

School Flyers:

1. Box Tops/Amazon Smile/Harris Teeter Rewards

Parish Flyers:

1. St. Lucy Food Project Food Drive
2. That Man is You
3. RCIA
4. Blood Drive
5. Parish Renovation - Phase 1

Community Flyers: