### From the Principal's Desk



September 3, 2020



### Holy Spirit School Inspiring Minds/Igniting Hearts 2020/2021

"Protect the Creation; Praise the Creator"

# Two terrific orientation days - check! One more terrific orientation day to go!

The faculty, staff, and administration have been thrilled to welcome your students into the building these past two days! And we are looking forward to the arrival of the Prekindergarten through Grade 2 students tomorrow.

Please remember this is a student only orientation. We will have plenty of faculty to assist students getting into the building and to their classrooms. The car line begins at 7:40 am.



The afternoon pickup was pretty rough on Wednesday, between the funeral parking and a wifi issue, it was slower than we had hope. Today's line was fairly smooth and efficient. Please remember it will certainly be slower than we are accustomed to next week when we are dismissing the entire school in the afternoon.

It will be very helpful if families remember to hang their car tags from the rearview mirror so that we can see the number. These tags will be in the family packets that are coming home with your oldest or only student on their orientation day.

All of the emergency care forms, etc. are due back to the school on Tuesday, September 8th.

I continue to encourage families to remember that we are all in this together at this point!

It is important to think about the places you are going and the number of people your children are exposed to as they return to the school setting. Most importantly though, it cannot be reiterated enough - if your child says he/she is not feeling well, please error on the side of caution and keep him/her home.

Thank you again for joining us on the journey of 2020/2021. We are so very thrilled to have your students here with us and we look forward to a wonderful year.





-Maureen Ashby

Principal

### Required Symptom Screening Questionnaire

We continue to work on an App for the daily health screening. Students must continue to arrive at school each day with a paper copy of the completed form. We are asking for the paper copy for now as trying to manage emails from families at the start of each day is not workable or practical for the staff.

Required Symptom Screening Questionnaire - 8.27.2020

## **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.

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

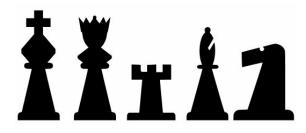
Each night there will be two sessions. The first will be from 6:30 pm - 7:00 pm and the second will be from 7:15 pm - 7:45 pm.

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.

## **Ready to play chess?**

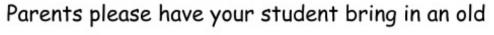


Our friends at Silver Knights have a great online chess program for our families! They teach new beginners all the way up to advanced tournament players! Registration and more information can be found at <u>chess.skenrichment.com</u>, and if you use coupon code hs2020 you get 50% off your first month!



## Morning Care and Extended Day

Information is available on the school website.



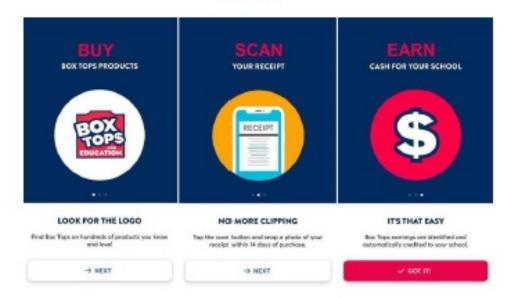
### T-shirt or a smock for Art Class



Thank You Mrs. Liss Art Teacher



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







Open the app and find 'Settings' in the main menu (iii). Tap on WrazonSmile' and follow the on-screen instructions to

If you are not already an AmazonSmille member, sign up on your web browser. Simply select your favorite charity to start generating donations, at no cost to you.

Download or update to the latest version of the Amazon Shapping app on your phone. You can find it in the App Store for IOS or Google Play for Android.

turn on Amazor/Smile 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!



## **Parish Happenings!**



## **Community Happenings!**



### **FAMILY FOLDER**

The following flyers may be found in the folder



labeled "September 3, 2020" on the website. For your convenience, some flyers are repeated.



School Flyers:

1. Box Tops/Amazon Smile/Harris Teeter Rewards

Parish Flyers:

- 1. That Man is You
- 2. Blood Drive
- 3. Parish Renovation Phase 1

Community Flyers: