Hello Parents and Caregivers,

I want to thank you for being a part of a successful first full day. I know that the change in procedures and policies surrounding the Covid-19 pandemic have been hard and please know the staff at EK want to make it an amazing year for the students. I will be sending out a more formal back to school newsletter but wanted to send out the drop-off and pick-up routines we have planned for this year.

**Drop off:**

Supervision start at 8:20. Please refrain from entering the school ground before this time. Please enter the school ground via the crosswalk and then through the adjacent walkway to your child(ren)’s designated class line-up area (see below). Once your child is in their line up, we ask that you leave the school grounds as quickly as possible. Below are the areas in which each class should meet and line up. If you are unsure when you get onto the grounds we will have two staff members outside to direct you to the right location.

Div. 1 Ms. Stahlstrom (Gr. 3,4,5) Line up in the undercover area on the east wall (X-marks the spot)

Div. 2 Ms. Messcu (Gr. 2/3) Line up along the south building by the east facing doors (closest to the library).

Div. 3 and 4 grade 1’s and 2’s: For the next two weeks you will be with Ms. Leslie and Ms. Moser as the Kindergarten’s finish up their gradual entry. Please line up on the paved walkway in front of the office windows (east side).

**Pick up:**

Div. 1 & 2 students will be escorted to the walkway and then dismissed once they see their parents in the parking lot. There is no need to come across the parking lot to pick as the students can cross with the aid of our school Crossing Guard. The exception to this is if parents have younger siblings in Div. 4 & 5.

Div. 4 (Leslie) & 5 (Leclerc): Parents will come and line up on the paved walkway and wait for the teachers to dismiss from the building. Div. 4 (Leslie), parents please line up on the east side of the pavement. Div. 5 (Leclerc) please line up on the west side of the pavement.

***Please note the playground is not to be used at afterschool is finished for the day. Also, there is to be no one entering or exciting from the parking lot, please use the walkway.***

Thank you for your patience and understanding with all of these changes. We are doing our best to respect social distancing policies as well as create a positive and welcoming environment for our school community.

Kind Regards,
Alison Leslie