



Access to School for Personal Belongings & to Drop Off Borrowed Items

Dear Parents and Guardians,

Thank you for being patient as the board worked with public health to establish the protocol for collecting your children's belongings from the school and returning any borrowed items. Based on the recommendations of Health Canada regarding physical distancing and in consultation with Halton Region Public Health, our school staff will facilitate this process during the day between 9 am and 4 pm on June 22, 23, 24, and 25th.

Pick Up & Drop Off Items

During your scheduled 10-minute appointment, you will be able to pick up any of your children's personal belongings that have been left in their lockers, desks and cubbies, as well as any EpiPens® or other medications.

- All items will have been collected by a staff member and placed in labeled garbage bags.
- We will use a curbside approach to allow you to collect them.
- Multiple entrances will be used to reduce the risk of congregating and allow the process to move as quickly as possible. Please be on time and know which entrance you will be using.

Please note that only parents or guardians will be permitted to arrive at the school site. Students will not be able to access the school or playground. Parents and guardians will not be able to access the building.

We would ask that you please return the following items back to the school at the same time:

- Any borrowed technology, **unless students are enrolled in a summer learning program** and they require the device for learning, in which case, please contact me directly: bouloslo@hcdsb.org
- Special Education Equipment
- Sports uniforms
- Library books
- Textbooks
- Classroom resources

Next Steps

If they have not already done so, our Office staff will be in touch with you via email to provide you with your date, time, and entrance for drop-off/pick up.



Important!

- A curbside approach for pick up and drop off will be offered, with a designated area for items to be dropped off.
- **Please note that only parents or guardians will be permitted to arrive at the school site.** Students will not be able to access the school or playground.
- Prior to your scheduled drop off or pick up time frame, you are required to read the full list of instructions outlined in the: [HCDSB Elementary School Curbside Access for Student Belongings Protocol for Parents/Guardians](#). This protocol explains in full detail what to expect as we provide temporary access to our school.
- The following safety precautions must also be practiced by all individuals visiting our school site to reduce the potential [spread of COVID-19](#).

As always, please continue to follow the advice and recommendations of our [Public Health](#) professionals.

Thank you for your patience and cooperation as we provide temporary access to our school in a safe and secure manner. Stay well, as you continue to take good care of your family.

Lorraine Boulos
Principal