

Dear parents/guardians,

We hope that you are doing well at this time.

Now that an announcement has been made stating that Ontario schools will remain closed for the remainder of the 2019-2020 school year, the Provincial Government has permitted schools to return personal belongings to students. The UGDSB, along with Public Health, have provided an outline of how items can be returned to families, including important health and safety policies. Please read carefully the following information to ensure you are aware of the procedures we will be following on Thursday, June 4th, 2020 when the school is open to one adult from each family to pick up student belongings.

If you have any questions or concerns, please do not hesitate to contact your child's classroom teacher or Ms. Spike (shannon.spike@ugdsb.on.ca). We look forward to seeing you, from a social distance, on Thursday, June 4th (rain date: Friday, June 5th, 2020)!

Purpose of collection day: Collecting personal items (e.g., clothes), medications, completed school work, 'Lost and Found' items. etc.

- Library books, textbooks, etc. **may** be returned at this time (a bin will be provided and clearly labelled)

*Chromebooks and other devices sent home for student use will be **collected at the end of June** in a separate process

- Parents must complete the self-assessment tool prior to arrival:
<https://covid-19.ontario.ca/self-assessment/>

What to expect when you arrive at the school:

- Waiting Line:** Pylons to mark 2m distancing in line-up outside of the school/Primary doors at the back of the school. A line will be formed from the back doors to the front parking lot.
- Entrance:** Primary Doors/Back Doors, limited number at a time in the gym (hand sanitizer station)
- Exit:** Gym door - proceed to your car along baseball diamond walkway (arrows on ground) (hand sanitizer station)
- Student items will be bagged and sorted alphabetically in the gym (siblings will be grouped together to ease the collection process)
 - * Bags and other containers are not allowed to be brought from home
- Please scan 'Lost and Found' tables as you exit the gym (additional bags will be provided if required for 'Lost and Found' items)

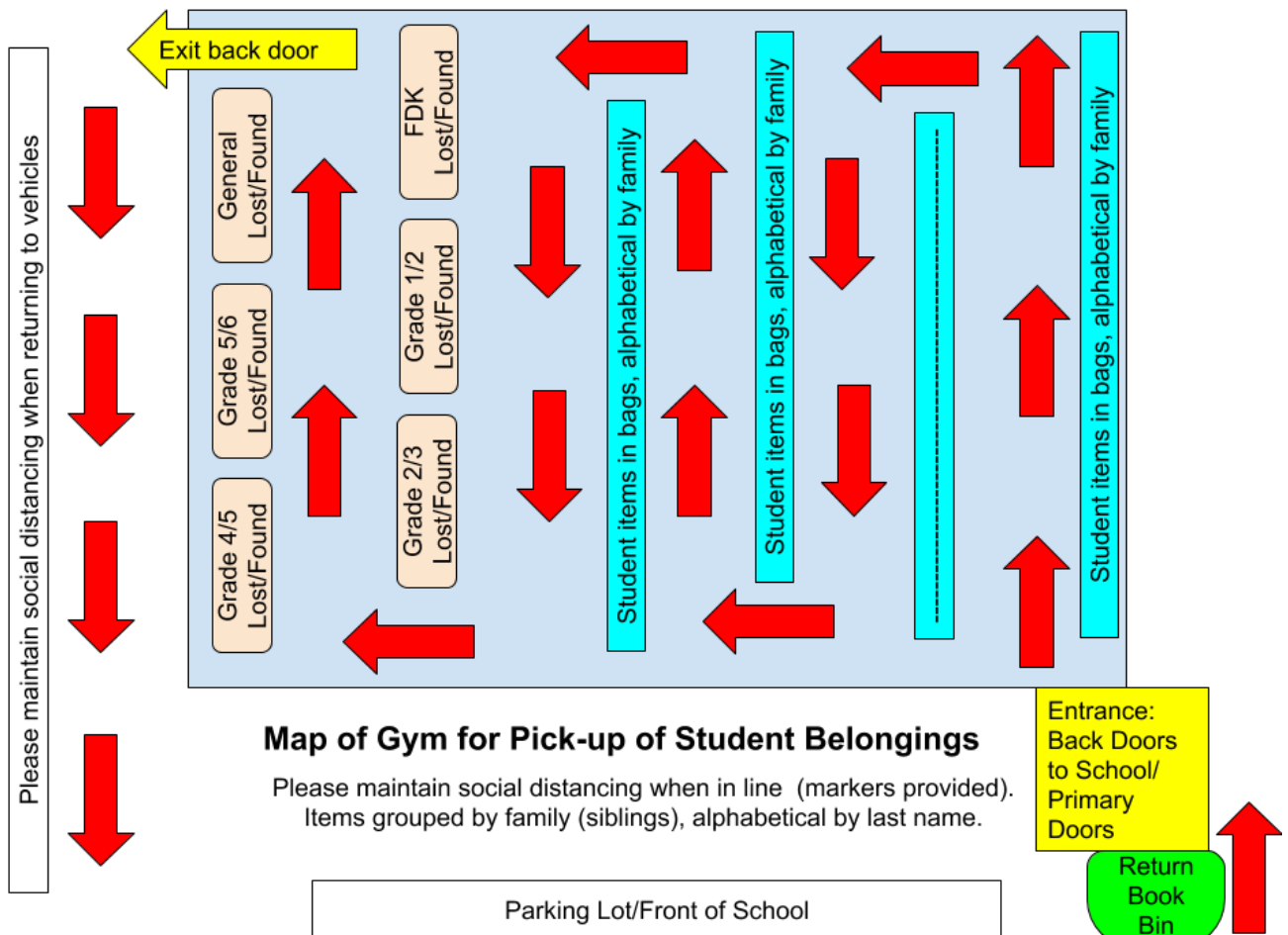
[Video](#): What to expect at the school when coming to collect student belongings

- ☐ Schedule by last name:
 - ☐ Thursday, June 4th, 2020

<u>Time</u>	<u>Family/Child's Last Name (initial)</u>
12:30 - 1:00pm	A - C
1:00 - 1:30pm	D - G
1:30 - 2:00pm	H - L
2:00 - 2:30pm	M
2:30 - 3:00pm	N - S
3:00 - 3:30pm	T - W

- ☐ Rain Date: Friday, June 5th, 2020 (following the same schedule as above)

- ☐ Map of the gym:



COVID-19

Help prevent COVID-19 and other illnesses

You are welcome at school to pick up your child(ren)'s belongings if you:

- Have **no** symptoms (fever, cough, runny nose, sore throat or shortness of breath)
- Have **not** travelled outside of Canada in the past 14 days
- Have **not** been in close contact with a confirmed or probable case of COVID-19

Please remember to practice social distancing and keep a 2-metre (6 feet) space between you and others.

Parents must complete the self-assessment tool prior to arrival:

<https://covid-19.ontario.ca/self-assessment/>

- ❖ One parent/adult per family. Students will not be permitted to enter the building.
- ❖ Hand-sanitizer provided and required upon entry to the building as per Public Health (it will also be provided upon exit if you would like to access to additional hand sanitizing)
- ❖ You are encouraged to wear a mask as per Public Health recommendations but one will **not** be provided for you
- ❖ Access is prohibited to anyone who is exhibiting symptoms of COVID-19 or has had close contact with a confirmed case
- ❖ Classrooms or washrooms are **not** accessible to parents/students during the pickup process
- ❖ There will be no outdoor supervision and the playground is closed
- ❖ Please do not linger and socialize - groups gathering together will not be permitted
- ❖ Please do not wear gloves that have been worn in other locations

FAQ

A parent/guardian cannot come on the date/time scheduled. Can we send another family member? YES - please fill out the following form to provide another adult permission to pick up your child's belongings:
[Permission to Pickup](#)

A parent/guardian cannot come on the date/time scheduled. Can another parent with a child at your school pick our child(rens) belongings up for us? YES - please fill out the following form to provide another adult permission to pick up your child's belongings: [Permission to Pickup](#)

Can our child pick up their own belongings?

No. Only ONE adult per family will be permitted inside the building.

My child has library books to return. Can I bring them?

Yes. There will be a bin in which library books can be placed. The bin will either be outside the school or inside the gym (weather dependent). It will be clearly labelled.

Can Chromebooks be returned at this time?

Chromebooks will not be accepted for return at this time. A separate date will be provided to return Chromebooks, following specific guidelines provided by Public Health and the UGDSB pertaining to the return of technology. Please do not bring Chromebooks to school at this time.

What will happen with unclaimed items?

Any unclaimed items will be posted in the Alma PS Community Google Classroom page, as well as K-6 Google Classrooms, after which any items will be bagged and stored until schools re-open.