



École Gerald McShane School

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ENTRY & DISMISSAL OF SPORT CONCENTRATION STUDENTS WINTER 2020-21

November 25, 2020

Dear Parents,

As you are aware, due to restrictions brought about by the Covid pandemic, it was necessary to make changes to the entry & dismissal procedures of sport concentration students this school year. In light of the winter season soon approaching, the school will be offering the following accommodations to parents of sport concentration students who do not attend daycare in order to facilitate the transport of equipment to and from school as of Monday, November 30, 2020.

Morning Entry:

- Students will have the option to enter the school via the daycare entrance door between 7:40 a.m. and 7:45 a.m.
- Students arriving before 7:40 a.m. will not be allowed to enter the school before that time.
- Students arriving after 7:45 a.m. will have to use the main office entrance located on Maurice Duplessis.
- Upon entry, students will be directed to the equipment storage area to drop off their equipment and will then proceed to their morning entry yard.

End of Day Dismissal:

- Students who require to bring their equipment home at the end of the day will be escorted by a Staff Member to the equipment storage area in order to retrieve their equipment.
- Students will be escorted by a Staff Member to the daycare entrance door 5 minutes before dismissal (2:30 p.m.).
- Parents must be on time to pick up their child(ren). Students who are not picked up by 2:35 p.m. will be sent to daycare and parents will be charged the daily sporadic daycare fee for that day.

Safety & Security Measures:

The safety and security of our students is our first and foremost priority. Consequently, the following guidelines must be followed:

- Parents will be permitted to park on the far end of the parking lot.
- Parents are not to double-park in the parking lot nor are they to park along the sidewalk along the narrow part of the parking lot. (please see diagram)
- Parents are highly encouraged to physically escort / pick up their child to/from the daycare entrance door.
- Parents and students are to walk along the sidewalk of the parking lot to make their way to/from the daycare entrance door. (please see diagram)
- Parents are not to park in the lot before 7:40 a.m. nor after 7:45 a.m. Please keep in mind that our staff has priority in the parking lot as they need to report to their assigned duties in the morning which is to supervise our students.

The safety and security of our students and staff is our first and foremost priority. Therefore, we count on your collaboration in following the above mentioned guidelines.

Kind Regards,

S. Rebelo
Principal
Gerald McShane Elementary School

