

# St. Patrick's Religious Education

## Drop off and pickup procedures

### Main points:

- Enter the school driveway from the Greenwich Road Side.
- Masks must be worn at all times by everyone who enters the building.
- Only the front door can be used for entering or exiting the building (except in an emergency).
- All students must complete the Health Screening Form before entering the building. If any answer is "Yes" or you have a temperature of 100.4 or higher you may NOT enter the building.
- The completed Health Screening Form must be brought to class and handed in at check in when the student's temperature is taken.
- Everyone entering the building will have their temperature taken and must complete the Health Screening Form.
- The playgrounds are closed.
- The restrooms are closed to the public. Only registered students and volunteers may use the restrooms.
- Students should bring their own water bottles. No snacks or food allowed.

## Afternoons

### Drop off

Drop off will begin at 3:30.

1. Students and parent/guardian will line up at the main entrance keeping socially distant from others. A parent/guardian MUST stay with the child until they have passed the screening process. Drop off is NOT allowed.
2. Each student will present their completed Health Screening Form at the check in table and have their temperature taken. If they pass they will proceed to the Gym and the parent/guardian will depart the building. No parent will be allowed in the gym during check in.
3. Students will be monitored in the gym where they will line up by grade and stay socially distant from others.
4. At 3:45 the Catechists and Aides will pick up the students from the gym to escort them to the classroom.

## **Dismissal**

Pickup at 5:00 pm

1. A note must be brought to class if the student will be picked up by anyone other than a parent.
2. Catechists and aides will bring the students to the gym where they will lineup by grade keeping socially distant
3. Parent/guardians will enter the building by the front door, sign their child out from the gym and exit promptly by gym door.
4. Everyone must immediately leave the building after pickup.
5. Gathering is not allowed.
6. Playground is closed

## **Evenings**

### **Drop off**

Drop off will begin at 6:15.

1. Students will line up at the main entrance keeping socially distant from others.
2. Each student will present their completed Health Screening Form at the check in table and have their temperature taken. If they pass they will proceed to the Gym.
3. Students will be monitored in the gym where they will line up by grade and stay socially distant from others.
4. At 6:30 the Catechists and Aides will pick up the students from the gym to escort them to the classroom.

## **Dismissal**

Pickup is at 8:00 PM.

1. Students are dismissed from their classroom and should go directly to the front porch of the school.
2. Students may only exit through the front door.
3. Parents should pull into the driveway from the Greenwich Road side and wait on line to pick up their child(ren).