

*From the Desk of
Mrs. Kathleen Spina,
Principal of Holy Trinity School
September 3, 2020*

September 8, 2020

The opening of school is less than a week away!

Thank you as always for your support and patience as we approach the opening of another school year. Our teachers have been working hard to prepare their classrooms and lessons for this wonderful year. As we move closer to September 8, 2020, please keep our teachers and students in your prayers.

ZOOM MEETINGS:

Check your e-mails. All our teachers will be sending out a zoom link this week, to inform you of their classroom plans for this upcoming year. If you do not receive a link, please contact your teacher as there may be an email address problem.

PreK-Grade 1 will be posting a video with opening week instructions.

Please contact Your School District if you have questions about bus pick-up.

***2020-2021 Pickup and drop off for Holy Trinity Main
Campus:***

MORNING DROP OFF

Due to COVID 19 our drop off and pickup procedures have changed.

For the safety of our staff and children please read these directions carefully.

The Knights of Columbus will be present to help with traffic control

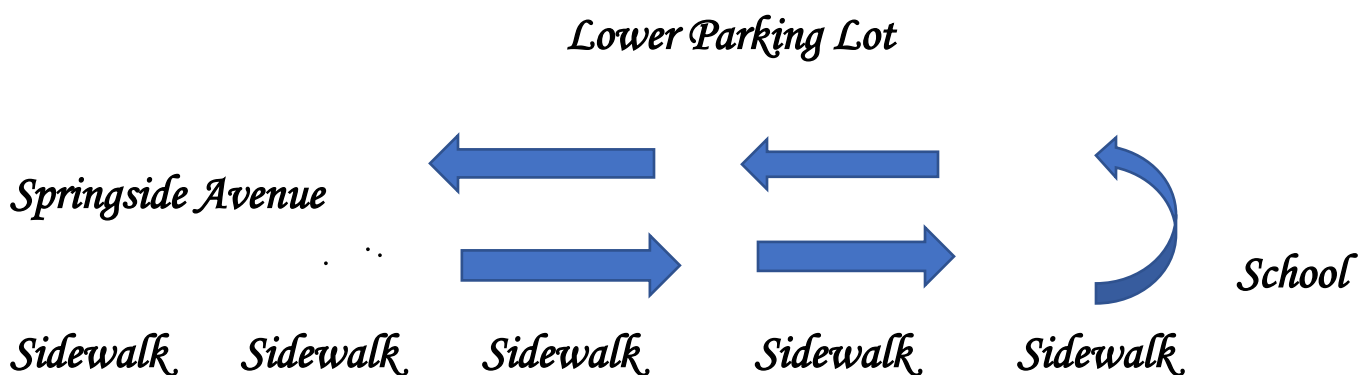
Buses will enter the school property and drop the children off at our main entrance.

All children will be scanned for temperature. If body temperature is over 100.00 the child will be brought to our Guardian Angel Room. Parent will be called, and child will be sent home.

Car Drop Off: Cars are to enter the lower lot via Springside Avenue. Drive to the top of the sidewalk. Child will be scanned for temperature, if the child has a normal temperature, they will leave the car and enter the building through the gym door, if temperature is 100.00 or above, they must be brought home. **NO ONE EXCEPT THE CHILD SHOULD LEAVE THE CAR.** For the safety of our staff please wear a mask on our school grounds.

Parents should not drop the children off at the Main Entrance. This is now the Morning Bus Entrance.

Below is a diagram of our morning drop off.



Pickup Procedure:

Buses will pick up children at the Main Doors,

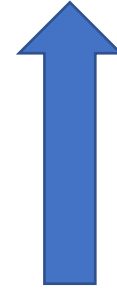
Parents will park in the **Church Parking Lot** (directly in front of the school). Please **DO NOT** get out of your cars. Once buses are gone cars will be directed to drive to the Main Doors. Families will be called; children will exit building and enter cars. All cars must display a visible sign with family name and grade of student.

Example of name and grades:

Esposito 3&7

Please be patient the first days will take time. We will adjust procedures if needed.

Main Entrance



Church Parking Lot



Holy Trinity School Annex Drop Off and Pickup Procedures:

Buses will enter the school property from the Violet Avenue Entrance, and student drop off will be in front of the school on the half circle at our Main Entrance.

All students' temperatures will be scanned as they leave the bus. If a student has a body temperature above 100.00, the student will immediately be brought to our Guardian Angel Room and The Parent or Guardian will be called for immediate pick up.

Students that are car riders will enter the parking lot through the Violet Avenue Entrance. Car Riders are asked to remain with their parent or guardian in their car in the parking lot until all buses have cleared the Main Entrance at the half circle in front of the Holy Trinity Annex. After the buses have departed, car riders will drive up to the main entrance and wait for an aide or staff member to approach your vehicle for arrival. Before your child leaves the car, the Holy Trinity Staff Member will scan your student's temperature to be sure that it is under 100.00. Any student with a temperature of 100.00 or higher will not be allowed to attend school and will be sent home with the parent or guardian, without exception, for the safety of all. Please be sure that face mask procedures are followed by all occupants in the vehicle and be sure that all adults remain in the vehicle at all times.

Students will be brought directly to their class line where their teacher will welcome them. Please be sure that each student has their last name and teacher clearly visible in the front right-hand corner of your car window, for clear identification.

Holy Trinity Annex Pick-up Procedure:

Students riding a bus will dismiss first. After the buses have left the main entrance and departed from the Dorsey Lane exit, car riders will pull up to the main entrance directly in front of the school. Parents or Guardians will need to have the sign or template that states the last name of the student, the teacher and grade. Students will be brought to individual cars for dismissal. At pick-up, adults will be required to show identification. Cars will use the Dorsey Lane exit to leave the parking lot.

Dates to Remember:

September 3rd and 4th Class Zoom Meetings (Check your Email and Spam)

September 8, 2020 – First Day of School

October 3, 2020 - First Holy Communion for 3rd Grade Students (Rescheduled due to COVID-19)

I am honored to serve as the principal at Holy Trinity School. It is truly a privilege to be part of a community who all work collaboratively to help our students become positive role models.

Please feel free to contact me at 845-471-0520 or at kathleen.spina@archny.org

Kathleen Spina