



Saint Hilary Catholic School

5401 Citronell Ave • Pico Rivera, CA 90660 • (562) 942-7361

Principal *Mr. Louis Johnston* • Assistant Principal *Ms. Alissa Sedano*

Procedure for Assignment/ Material Pick-Up Tuesday, March 17, 2020

The health and safety of all students, staff, and parents is of utmost importance. Therefore, we will be following the recommended CDC protocol (social distancing etiquette) during assignment and material pick-up. Please adhere to the following:

Social Norms:

Keep approximately 3 ft from nearest person

no more than 25 people together

students or personnel who are ill will not be allowed on campus

7:40- 8:00am Only students and school personnel will be let on campus through the front doors **ONLY**. Students will walk straight to their classrooms. TK & Kindergarten students will be walked to their respective classrooms by personnel.

8:00am Teachers will instruct students on required assignments and procedures for distance learning.

8:30am 1st-8th grade students who do not have technology or internet access at home will be able to check-out a school iPad from their homeroom teacher. Please make sure Liability Form is completed accurately. Devices will only be released if forms are filled out correctly. Forms will be available beginning on Sunday, March 15 at 2:00PM. Please pick-up form at the front door of the school prior to assignment/material pick-up day.

For the health and safety of everyone, please adhere to staggered dismissal procedures. According to the CDC Specific Guidance for schools, “staggered

schedules need to be implemented to reduce in person interaction.” Please pick up your child promptly at the designated time in order for dismissal procedures to run smoothly. Should you have any questions for your child’s teacher, please communicate them via Remind or email.

Students will be dismissed through green quad gates accordingly.

<u>Time</u>	<u>Gate 1</u>	<u>Gate 2</u>
8:50am	TK	Kinder
9:00am	1 st	2 nd
9:10am	3 rd	4 th
9:20am	5 th	6 th
9:30am	7 th	8 th

Please note: Parents/Guardians may pick-up their child’s homework and/or technology between 4:00pm and 6:00pm in the front office if their child was not able to attend due to illness.

In closing, please know St. Hilary School is taking necessary steps to ensure our students, personnel, and families remain safe and healthy. It is important that we do not act out of fear, but rather focus on treating everyone in our community with kindness and respect. We encourage you to stay informed with accurate information provided through the Department of Public Health. Also, please continue to monitor Remind and our school website (sthilaryschool.org) for updated information as we receive it.

We thank you for your continued support in your child’s education and our school community.

Yours in Christ,

Ms. Sedano
Assistant Principal