

Mallinckrodt Academy

Of St. Louis Public Schools | A 2017 National Blue Ribbon School
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Dr. Shawn E. Williams, Principal
Ms. Harriet Jackson, Secretary



August 6, 2021

Dear Mallinckrodt Families—

Welcome to the 2021-2022 School Year! We are looking forward to welcoming students back in just a few weeks! The first day of school for the 2021-2022 School Year is on **Monday, August 23, 2021!** We continue to be in interesting times, and but again, we stand steadfast in our commitment to collaborating with you in educating your child!

In the coming days, you will have contacts with your child's teacher. From a school perspective, I wanted to share what is new with Mallinckrodt Academy this year:

- We will have **new team members** joining our staff!
 - A new pre-k teacher has been recommended for hire, replacing Mrs. Zoellner, who moved to 3rd Grade.
 - A new kindergarten teacher has been recommended to replace Ms. Stelmachowicz.
 - Mr. Gregory will be a new 4th grade teacher with us, replacing Ms. Schade.
 - Ms. Schade has also shared a farewell letter, which is attached within this email.

We look forward to learning and growing with our new team members! They bring a wealth of knowledge to our school and we are excited for our learners to meet them!
- **All students will return to in-person instruction.**
 - Students will be socially distanced in the school building.
 - All persons in the school building will wear masks.
 - Sanitation will continue happen throughout the school day, especially in high touch areas such as doorknobs, and handrails.
 - All classrooms will have spare personal protection equipment, including sanitizing wipes, spray and hand sanitizer.
- Parents will need to come to the school to sign for student iPads. We will coordinate a schedule and be in touch with you. More information is forthcoming.

Regarding our return, you should know that we are working hard to keep all students safe.

Virtual Open House:

Each classroom teacher will hold two virtual open house sessions on Tuesday, August 17th (10:00 am and 2:30 pm). Related Arts teachers will record their open house presentation for parents who are unable to attend the live zoom sessions and post to Class Dojo. The zoom links for open house sessions will be emailed to all parents the week August 16th.

School Hours/Entering the Building:

School begins at 9:10 am and concludes at 4:07 pm. Mallinckrodt Academy will open to students at 8:40 am.

- Students arriving via school bus will enter Door #1 (the main entrance on Pernod). There, they will be screened and report to the schoolyard.
- Parent drop offs will be dropped off at Door #3 (back entrance from the school lot.) There, they will be screened and sent to the schoolyard.
- Breakfast for all grade levels will happen in the classrooms.
- Students who are late to school will enter through door #1.

Daily Health Screenings:

Temperatures of students will be taken at the beginning of each school day. Parents are encouraged to ask their child about symptoms of illness before sending them to school. This will reduce the chance that parents will send their child to school when they are ill. The parent will be contacted if a student reports to school and has a temperature of 100.4 or higher. We will have a designated room in the building for that student until the parent arrives. For your reference, the Student Symptom Decision Tree is [here](#).

Designated staff members will manage screening in the main hallway for students late to school. Staff members and all students are required to wear face coverings at all times. Any parent visitors will enter through Door #1 (main entrance). The secretary will welcome them in. The security guard at the main entrance will take temperatures. Each person will report directly to the main office. Temperature scanner and screening questions will be used upon entry to the school building. Please be mindful that visitors outside will not be permitted in the school building and parents will be limited to the main office.

Cleaning and Disinfecting:

Routine cleaning and disinfecting will take place to maintain a safe environment for students, faculty and staff.

- Custodians will clean and disinfect daily (depending on use patterns) frequently touched surfaces and objects such as: Door knobs and handles, Stair rails, school furniture, countertops, light switches and other high-touch items.

Breakfast, Lunch, Recess and Hand washing:

- Breakfast will take place in the classroom each morning when students arrive.
- Depending on the class, lunch will be held in the cafeteria and classrooms to allow students to have sufficient space for social distancing.
 - No more than 3 students will be seated at a table. Seating charts will be used.
- Recess: All students will have recess with their homeroom.
- Hand washing will take place before eating, after eating, before and after group activities.
 - The nurse or classroom teacher will facilitate handwashing lessons with each in person class.

As it relates to transportation, all students that ride the bus should have received a letter from First Student with specific details about your pick up/drop off times. Please call the transportation department at 314.633.5107 if you did not receive your transportation information.

Keep a look out on your email, as more information is forthcoming.

Here are some important numbers to know as we ramp up this school year:

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| St. Louis Public Schools | (314)231-3720 |
| Mallinckrodt Academy of Gifted Instruction | (314)352-9212 |
| Office of Student Recruitment and Placement | (314)633-5200 |
| Office of Gifted Education | (314)345-4548 |
| First Student Transportation | (314)389-2202 |
| Voluntary Inter-district Choice Corporation | (314)721-8657 ext. 3050 |
| Y Care (YMCA South City Location) | (314)644-3100 |

We are excited to learn with your family this school year! Please reach out if you have questions!

Welcome back,

Dr. Williams