

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



October 15, 2020

Greetings, Families!

We are excited to welcome our **Pre-kindergarten through Second Grade** students who chose to return to school for in person instruction! We are eager to see them on **Monday, October 19, 2020**. We are working hard to provide our students with a safe learning environment. Please see below for some updates!

- Our new bell schedule will be from 9:10am-3:07pm. Students can begin arriving as early as 8:55am.
- Teachers will be reaching out to you asking about your dismissal plans. Please let your child's teacher know if your student will dismiss from school via school bus or as parent pick up.
- Students **must** come to school daily with their fully charged iPad, along with needed supplies (textbooks, notebooks, etc.).
 - Children will not share supplies- each child will have their own.
- We are asking families to send water bottles as opposed to using water fountains.
- Social distancing and COVID-19 safety protocols will be in place. There are markers on the floor and signage around the building to help with this.
- All students and staff **MUST** wear a facemask, except when eating.
 - We will provide masks for students and teachers as needed.
- Students and staff will be screened by providing answers to the following:
 - Do you have a cough?
 - Have you been around anyone sick?
 - Temperatures will be taken. (Those persons who have a body index of more than 100.4 degrees Fahrenheit will be sent home.)
- Please keep your learner home if they are exhibiting **any** signs of illness.
- Students will eat breakfast in their classroom. Breakfast will be "grab and go" style as students enter the school building. They will report directly to their classroom. School personnel will be on hand to assist children in finding their respective classrooms.
- Lunch will be eaten in classrooms. Parents who opt to send lunch with their child are asked to limit general allergen foods such as nuts, shellfish and strawberries.
- Outside classroom space will be utilized.
- Recess and brain breaks will be scheduled.
- Students will only mingle with their classmates.
- Handwashing and sanitizing will be required throughout the day.
- Our school will have four custodians who will follow strict cleaning and sanitizing processes daily.
- A school nurse will be on site daily.
- To stay in the realms and procedures for social distancing, parents and visitors will not be allowed in the school building without an appointment.
- Remember Dragon PRIDE- This is an unprecedented time for all of us.

Arrival:

- Morning drop off will begin at 8:55am in the school parking lot. Students arriving via car will enter the building at Door #3. There, they will be screened and given breakfast to report to their classroom. **Masks must be worn to cover the nose and mouth.** Social distancing measures will be in place.

- All students arriving via school bus will enter the building at Door #1. There, they will be screened and given breakfast, to report to their classroom. **Masks must be worn to cover the nose and mouth.** Social distancing measures will be in place.
- Students arriving via car will enter the building at Door #3. There, they will be screened and given breakfast to report to their classroom. **Masks must be worn to cover the nose and mouth.** Social distancing measures will be in place.

Dismissal:

- Dismissal will begin at 3pm.
- Bus riders will remain in their classroom with their teacher. Teachers will have a Bus Manifest. Buses will be called over the Intercom. Students will meet with the designated adult in the hallway to walk them to their bus.
- Students being picked up:
 - Students in Grades 1-2 will report to the school gym. Parents will use Door #5 to sign students out. School personnel will meet you there.
 - Students in Pre-kindergarten through Kindergarten will report to the cafeteria. Parents are asked to utilize Door #2 to sign students out. School personnel will meet you there.
- Once we have information regarding aftercare and a listing of students participating, they will report to the library.

Late Arrivals:

- Please call the school to let us know that your child will be arriving late with the time to expect them.
- Late arrivals will need to sign in and be screened and received by school personnel.
- Students are to report directly to the Main Office to receive a tardy slip and then report directly to class.

Early Dismissals:

- We are aware that there are times when situations occur; however, we ask that you try to keep students at school for the duration of the school day unless it is an emergency. If such should occur, please contact the school secretary with the exact time of your arrival so that we can take the necessary precautions to ensure that you retrieve your child and that we are following our COVID norms.
- Early dismissals will not be honored after 2:30pm.

Our realities are new and present quite the challenge; I commend our school community for its commitment to excellence. If you have received this information in error, please let me know! Even with this change in reality, we remain committed to providing an education that allows your child to develop and ultimately reach his or her full intellectual potential.

Mallinckrodt Academy is always STRONGER TOGETHER!

With Dragon PRIDE,

-Dr. Williams