



September Message

August 30, 2020

We welcome our returning and new families to St. Philip Elementary School. We are pleased to have you as members of our St. Philip community.

I am honored to be the principal of St. Philip. A huge thank you to all the staff for their endless hours, preparing for this school year. This school will become a second home to your children while we learn together, inspiring minds and building leaders. Thank you for entrusting your children to us every day. Please contact your child's teacher by email if you have any questions or would like to make an appointment to meet.

Our first week of school will be a staggered entry as per our St. Philip School Re-Entry plan. More information regarding the staggered entry will be coming on Tuesday, September 1. Please ensure that you are familiar with the St. Philip Re-Entry plan as the information provided is the most updated information. This information was not available at the time of printing the Student Agenda book (May 2020). An updated Student Handbook will be shared with families as we continue to update it.

Meet the Staff will look different this year as we are unable to gather as a large group. More information will be coming from the classroom teacher how you will be shared this information virtually so that you can "Meet the Teacher", gain information on curricular expectations, and general teacher expectations. We value parent communication as a tool to support all students to achieve to their potential.

We wish you blessings and grace in the coming year and look forward to working with you in making this the best place for your children!

Carm Shim & Janice Stefancik

Principal & Assistant Principal



September Message

Important School Information

School Office Hours

Office hours are from 8:00 am – 3:30 pm. During this time there will be someone in the office to take your calls.

Please leave a message on our school answering machine if you call outside office hours. If your child will be absent from school, please call the office by 8:20am. **If your child is ill, please follow COVID 19 protocols.**

Just a reminder that as per the Division Re-Entry plan, all **visitors to the school are by appointment only**. Thank you for your cooperation!

Milk and Lunch Program

At this time, there will not be a milk or lunch program at the school. All students must bring their own lunch with all necessary utensils. As per the Division Re-Entry plan, parents will not be able to drop off lunch at the school.

Medical Alerts/Medication to Students

On occasion, we have been asked by parents to ensure their child receives prescribed medication. Please be aware that for school staff to do so, parents must complete a **“Request for Administration of Medication at School”** form and have it signed by their family doctor. The school will administer the medication according to the doctor’s prescription, provide safe and limited access, store the medication, and shall keep a record of each student receiving medication. Staff members administering medications will be required to maintain hand hygiene and to wear Personal Protective Equipment, including gloves.

Students who administer their own medications are asked to assist us by ensuring that prescribed pills, liquids, and inhalers are not casually left in student-frequented areas. Students with an EpiPen are always required to have it with them (i.e. fanny pack or small purse) to ensure immediate access if necessary.



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Medical Alert: If your child has a condition that would require special medical attention, please complete the Medical Alert form as accurately as possible and return it to the school as indicated each year. It is important that you keep us informed of any changes in your child's medical status and of any pre-existing illnesses.

Playground and Afterschool

As per the re-entry plan, the playground will be closed before and afterschool. Please ensure that your child(ren) are aware that they can only use the playground during school times. At the end of the day, we ask the students to exit the building quickly while social distancing so that we can prepare for further cleaning of the school. **Please share with the homeroom teacher the arrangement you have for your child(ren) afterschool so that they can ensure the students are released accordingly.**

Lost and Found

As you plan for the return to school, please label all items of clothing (jackets, shoes, boots, etc.) with your child's name. This will facilitate the return of misplaced items. There will be no Lost and Found box this year. Students are asked to bring the minimum to school each day and to label all items. An item without a label will be discarded at the end of the day to limit exposure to staff and students.

Safety

A reminder to families to talk to their child(ren) about safety when crossing the street as it is very busy before and after school. There will not be AMA patrols at the crosswalks until we are able to safely train students and implement the program.

Our staff parking lot is full, and we have just enough spots to accommodate all our staff members. Please do not drop off students in the school parking lot.



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St. Philip School Re-Entry Plan

Please refer to our school website for the school re-entry plan where you will get more information. <https://www.ecsd.net/8037>

School Times

Grades 1-6

Day	AM Time	LUNCH	PM Time
Monday	8:21 AM- 11:50 AM	STAGGERED EATING/RECESS 11:50 AM -12:10 PM RECESS/EATING 12:10 PM -12:30 PM	12:30 PM – 2:58 PM
Tuesday	8:21 AM- 11:50 AM		12:30 PM – 2:58 PM
Wednesday	8:21 AM- 11:50 AM		12:30 PM – 2:58 PM
Thursday	8:21 AM- 11:41 AM		NO SCHOOL FOR STUDENTS
Friday	8:21 AM- 11:50 AM		12:30 PM – 2:58 PM
	Staggered Morning Recess 9:45 AM – 10:00 AM 10:15 AM -10:30 AM		Afternoon Health Break 5 minutes

EARLY LEARNING

KINDERGARTEN

(No instruction on Thursdays)

Half Day AM 8:21 AM – 11:22 AM



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CALENDAR OF EVENTS

2020-2021

As of August 2020

SEPTEMBER	
Tuesday, September 1	Staff Only Day
Wednesday, September 2	Staggered Entry Division 1 (Full day of School)
Thursday, September 3	Staggered Entry Division 2 (Half day of school)
Wednesday, September 2 & Thursday, September 3	Kindergarten Staggered Entry
Friday, September 4	STAFF ONLY DAY – Professional Development
Monday, September 7	Labor Day No School
Tuesday, September 8	First Regular Day of School
Friday, September 11	Virtual School Opening Celebration
Wednesday, September 16	Virtual Meet the Staff
Friday, September 25	Terry Fox Run Format TBD
Wednesday, September 30	Orange Shirt Day

Coming up Events:

- Wednesday, October 7 Virtual Thanksgiving Celebration
- Friday, October 9 School Pictures
- Monday, October 12 Thanksgiving Day NO School
- Thursday, October 29 Faith Development Day for our Division
NO School for Students