

August 7, 2020

Dear Port Elementary Parent/Guardian(s),

As the first day of school is right around the corner, we all know our elementary school will look different in many ways this year. If you haven't already read the communication from Superintendent Cronan, please do so immediately, as it has the most up-to-date information about school re-opening procedures and learning options districtwide. Here at the elementary school, I would like to share some other details and information about how our school day will look a little different as well.

Our school day will still begin at 8:25am. Students will not be allowed to enter the school building until 7:45am. At that time, they may eat breakfast or go to a designated area on the playground until the bell rings at 8:22am. Please do not drop your child off before 7:45am as there is no supervision for students before this time and the doors will be locked.

Students will spend their entire day separated by classrooms and grade levels. Students will be moving at different times through the hallways, eat during staggered lunch periods, and play on assigned rotating areas of the playground in order to keep distance.

During the school day, no visitors or volunteers will be allowed in the building other than in an emergency situation (picking up a sick child, etc.). If you need to speak with your child's teacher, counselor, or principal, please call or email and make arrangements for a phone or virtual conference.

The end of the day procedure will stay very similar to previous years. Bus students will be released first and after the busses have left the premises, parents will be allowed to pull in front of the school to pick up their students. We will release students by grades in order to keep distance. All students must exit the building at the end of the day. No students will be allowed to sit in the lobby or the office and parents may not enter the building unless they have a specific reason or permission.

We realize that some of these changes might not be easy, but please understand that we are doing our best to make sure all students are safe while they are here at school. We may need to make adjustments along the way, and we appreciate your patience and understanding during these unprecedented times. We are so very excited to see our students back in our building and classrooms learning! We look forward to seeing you at our drive through back-to-school night on August 26th from 3:30-5:30pm.

Sincerely,

Cara Christy