

Subject: Key Points for the First Day of School and 2021/2022 year for WES

Hello Everyone,

We'd like to start out by asking you to read through the [Back to School](#) Information from Buffalo Trail Public Schools. You probably already received this information, but we are resharing the link in case you haven't.

Below are some quick reminders specific to our school for the first day that will hopefully answer some of your questions and make the day run smoother. We are asking that only one parent comes into the school with their child on the first day if they need your help.

What Door Do I Use?

- Parents coming into the school need to use the main doors by the office, this includes the first day of school if you are coming into the building with your child(ren).
- Students entering on their own can go to their regular doors to enter the building and a staff member will greet them and help guide them to the right place. The entry doors have been changed to accommodate social distancing.

Kindergarten is the South Entrance (Yellow Doors)

Grades 1 is the south east entrance, look for the stairs

Grade 2 and 4 will be the east middle entrance where the long walkway is.

Grade 3 will be the north east entrance in the corner of the building near the gym.

Grade 5 is the North West door by the gym on main street.

Grade 6 is located on the west side between grade 5 and the main entrance.

What date is my child's first day?

We are holding staggered entrance dates in all grades.

- **For Kindergarten students**, you have already been given a staggered entrance date of either September 1, 2, 3, or 7th. Please attend the day you've been given. Regular programming starts on September 8th or 9th depending on the program you are in.
- **For Students in Grades 1 to 6** if your last name starts A to J, your first day is September 1, 2021, and you will not attend September 2nd. If your last name starts K to Z your first day of school is September 2, 2021, and you will not attend on the 1st. Everyone will attend together on Friday, September 3, 2021.

Bell Schedule:

- Our school day starts at 8:43 AM and ends at 3:27 PM.

Water Bottles and Lunches:

- Students should bring a filled water bottle labeled with their name and class to school each day. We do have refill stations that can be used throughout the day.

- We would like to limit unnecessary visits to the school, so students should bring their lunch and snacks with them to school every day in the morning. Sharing items between students is not permitted.

Morning Procedures:

- **Each morning, children will need to line up at their entrance door upon arrival at school. They will not be able to play on the playground before or after school.** This is due to the need to reduce mingling of children from different school cohorts. We encourage parents to have their children arrive at school as close to the 8:43 entry bell as possible.

Parents and Visitors - Please Call Ahead and Check in at the Office When You Arrive:

- This applies after your child's first day of school.
- If you need to come into the building we are asking that all parents and visitors call ahead.
- As usual, only the main outside doors near the office will be unlocked during the day.
- All parents and visitors will be required to complete the COVID screening as per the Back to School Plan, wear masks, and use the hand sanitizer.
- When you enter the building, you will need to stop in the office to check in. Please do not walk through the school. We will call your child to the office, or send them outside to meet you if requested.

COVID Self Assessments, Face Masks, Hand Sanitizer:

- Before entering the school, all parents will be required to fill out a COVID Self-Assessment. You can complete the self-assessment form either by scanning the QR code to the right and filling it out on your phone, or by using the IPAD at the main doors of the school. **This assessment will be required each and every time you come into the building during the school year. Students do not have to fill this out each day.**
- Students will not have to fill out the assessment online, but parents are expected to run through the [COVID Self-Assessment checklist](#) with their children every morning before school.



Stay Home if You're Sick

- We cannot stress this enough, if you or your child are not feeling well, please stay home and follow the current covid guidelines. If you aren't sure what the guidelines are, phone the school office.

We know there is a lot to go over, and we really appreciate you working with us to ensure the continued health and well-being of all our students, staff, and community.

Take Care,

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