

STAHS Pick Up of Essential Student Items and Learning Tools

Due to the extended school closures in Ontario, **STAHS will have essential items** (i.e. inhalers, prescription glasses) **and learning tools** (i.e. Chromebooks to facilitate online learning) **available for pick up on the following dates:**

Wednesday, April 1

1:00-3:30

Thursday, April 2 & Friday, April 3

8:30-12:00/1:00-3:30

Pick-up will be **by appointment only**. No access to the school will be granted.

Pick-Up Procedure:

Monday, March 30th or Tuesday, March 31st by 5:00 pm – CONTACT SCHOOL VIA EMAIL

Parent/guardian must **email the following information to sta@kcdsb.on.ca** as part of the pick-up request:

- **student name**
- **student grade/homeroom teacher (if applicable)**
- **items required for pick-up**
- **location of items (locker, classroom)**
- **any date or available time during the pick-up period that doesn't work for you**

Tuesday, March 31st (all day) and Wednesday, April 1st (AM) – RECEIVE PICK-UP TIME AND DATE FROM SCHOOL

- **a school staff member will contact you with a pick-up date and time**

Wednesday, April 1st (PM) to Friday, April 3rd by 3:30 – PICK-UP ITEMS ON ASSIGNED DATE AND TIME

- **retrieve your child's essential items and learning tools during your assigned day and time slot**

Health and Safety Rules:

- pick up is limited to a maximum of 5 people every 15 minutes
- items will be placed on tables 2 metres apart
 - outside the front doors of the building, weather pending
 - between the doors which will be propped open to allow for air flow if the weather isn't agreeable
- respect the schedule
- if you arrive early, wait/park in the parking lot until your pick-up time starts
- have one family member only walk to the building to retrieve student items
- once you have retrieved the items, vacate the area immediately
- maintain a safe physical/'social' distance of 2 metres (6 feet) between you and others
- do not congregate or linger on the school property
- this is a one-time occurrence; the school will not be accessible after this date
- have someone pick up your items for you if:
 - you have travelled and are in self-isolation
 - you are experiencing symptoms of illness