

OUR LADY OF SORROWS SCHOOL



In Faith and Love we build Christian Community

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E-mail: office@myolosschool.com Website: www.ourladyofsorrows.ca

Newsletter Reminders 2021-2022

OFFICE HOURS

Please note that our office hours for the 2021-2022 school year will be as follows: 8:00 a.m. to 3:30 p.m. Our after-school supervision ends at 3:05 p.m. No gatherings are allowed in the playground.

OFFICE EMAIL

For all absentees and inquiries, please email office@myolosschool.com.

RECESS AND LUNCH BREAKS

Primary and Intermediate grades will have the same recess breaks. Lunch breaks will continue to be staggered.

All Grades

Morning recess 10:00 – 10:15 a.m.

Grades 1, 2, 3, 4

Lunch recess 11:55 - 12:20 p.m.

Grades K, 5, 6, 7

Lunch recess 12:25 - 12:50 p.m.

****Please ensure all students are prepared with proper jackets and footwear daily.**

****No sharing of snacks or lunches. Please ensure you are packing all necessary items in their school bags. Please include a water bottle daily.**

****At this time and until further notice, there will be no birthday treats or special occasion/holiday treats.**

STUDENT MORNING DROP OFF

As in our June re-start, we will be introducing longer drop-off times (8:35 - 8:50 a.m.) and pick-up times (2:45 – 2:50 p.m.) to prevent crowding. Masks must be worn by parents in all public places, and in the pick-up and drop-off zones when physical distancing cannot be accommodated.

***There is no playtime outside, PRIOR to or AFTER, the drop-off times. Students must go straight to classes and then straight home.**

All school students will enter from the west lot doors prior to entering the building. Parents can walk them through the Triumph or Slocan gates, however, the Pender gate will be drive – through and out only!

PLEASE FOLLOW THE DROP OFF CONES AND SIGNS!

Pre-school families will drop-off at the Slocan entrance gate next to the Preschool. See Pre-school letter.

PICK- UP PROCEDURES

We will be allowing parents of students in Grades K, 1, 2, 3 and 4 to park and pick-up in the lot from 2:35 - 2:45 p.m. These parents are encouraged to park closest to their child’s classroom exit door, i.e., K, 1, and 2 on the south side of the lot (closer to the Turner Street gate) and grades 3 and 4 on the North Side (closer to Pender Street). Primary students will be walked out and released to their parents either in the lot or at the gates. Parents must remain in front of or in their cars. Parents are asked to please wear masks outside the cars and to maintain social distance.

Parents of students in Grades 5, 6 and 7 must be picked up outside the gates. These students will be dismissed at 2:50 p.m.

Again, we are asking for your support to please drive slowly through the parking lot for the safety of everyone.

AFTER SCHOOL CLUB NEWS

Our After School Club starts **Tuesday, Sept 14th** (Mon, Tues, Weds only from 3:00 – 4:30 p.m.). The cost for this is \$5.00 per 30 minutes per student until 4:30 p.m. In the event you are late for pickup (after 4:30 p.m.), the cost will be an additional \$10.00 per student per 30 minutes.

We will no longer be accepting same day attendance requests. All students must register for at least one regular day and can then drop in any other days (M-W). Please email the office (office@myollosschool.com) if you are interested in using this service.

After School Club will be located in the Gym. Children are to be picked up at the Gym. You can access the Gym by entering the school parking lot off Pender Street. Once you arrive at the Gym, please wait at the door and we will bring your child to you. **Please do not enter the Gym to assist your child.**

UNIFORMS

Please read the Policy Manual, which is included in the students’ Agendas. See page 5, item #5. Teachers will be starting uniform checks by next week. Please ensure all uniform items comply with the Uniform Policy. As of October 1st, your child was required to come school in regular (not summer) uniform.

Please Note: Sweaters or vests are mandatory for all school functions such as Masses, School Assemblies, Para-liturgies, and Fieldtrips when representing the school.

MONTHLY AND WEEKLY NEWSLETTERS

This year, we will continue with the weekly newsletter and monthly calendar. In order to keep you up to date on issues and remind you of special dates, there will be a weekly bulletin sent home via email as well as posted on our website: (www.ourladyofsorrows.ca). This will usually be sent every Wednesday, so please ensure you check your emails regularly. If there is a change in your email address, please contact the school and provide us with the new one as soon as possible. The monthly newsletter will be sent home with the oldest child as a hardcopy.

VISITORS

All visitor contact must be by phone, email or appointment due to COVID protocols.

For the safety of our students and staff, all visitors and parents are required to report to the school office upon arrival where a "Visitor" tag will be issued if needed. We ask that all parents/visitors only use the main school entrance on Slocan Street to enter the school. During instructional time, parents are not to go to their child's classroom. Any supplies or lunches (labelled with child's name and grade) are to be left at the office. It is your child's responsibility (**not the office staff**) to retrieve their lunch or supplies from the school office. We also wish to restrict calls home for supplies and lunches, so please have your child review daily routines and help them to prepare for their day prior to bedtime. We encourage your children to bring all necessary items to school daily.

NEW NOTIFICATION METHOD FOR ABSENTEES & LATE NOTICES

If your child is going to be absent or late, our two preferred methods of notification are as follows:

1. visit our website (<https://ourladyofsorrows.ca/lates-absences/>) and fill in all the requested information. Please note the new top tap 'LATES & ABSENCES'; or
2. email us at office@myollosschool.com.

If you do not complete one of the options above, upon your child's return to school, you must send a note to the classroom teacher explaining the reason for the absence. Please ensure you include all dates absent. If you have more than one child, we require a separate note for each one. This information is required for our annual Attendance Audit which determines our government funding for the year.

EXTREME WEATHER AND SNOW WEATHER PROCEDURES

If you are unsure of what to do on a snow day, review the Extreme Weather and Snow Procedures instructions which are located under the *Documents – School Information & Procedures* section on our homepage (www.ourladyofsorrows.ca). Please do not call the school after 8:00 a.m. as all the information will be available online. Our website will be updated by 7:15 a.m. as it is difficult to predict how extreme the weather will be. Thank you for your diligence.

NEIGHBOURHOOD PARKING

Please be kind and respect all local parking and road speed signs for the safety of the children! Out of respect for our neighbours, DO NOT park in front of their houses or block driveways.

Especially, do not backup or drive the wrong way in drop-off zones. Please leave enough distance between cars!