

Deer Island Community School - Student Personal Belongings Retrieval Plan

Date – Thursday, May 7th

Time – School is open for staff at 8am and will close at 4pm. Retrieval time for parents/guardians will be 10am-4pm. Those parents who are unable to come during these hours can make alternate arrangements with the Principal by emailing or calling. (506-321-9115)

Procedures/Guidelines:

- 1) Teachers, EAs, the custodian and the administrative assistant will arrive at the school at 8am and follow the entry guidelines set forth by the Department of Health. After entering the building safely, staff will be directed to a designated washroom where they will wash their hands. All staff will assist in the bagging up of all personal belongings for all our students. These bags will be labeled and placed in the lobby in alphabetical order.
- 2) Parents/guardians are asked to arrive no earlier than 10am to pick up their child's belongings. We will set up a 'Drive-thru' process whereby parents/guardians will pull up to the front of the school and a staff member will bring the bagged items out to the vehicles. All those arriving at the school are asked to remain in their vehicles for the duration of the pick-up.
- 3) Any sneakers/shoes/boots found in other areas of the school will be placed on a table outside as you drive up. All other lost and found items will remain inside the school until we return in the Fall.
- 4) All staff members are encouraged to wear masks and will practice social distancing while in the building and when bringing bags to vehicles. We also encourage parents/guardians to wear masks as well.