

April 3, 2020

Dear Parents/Guardians:

The staff at Frank J Mitchell are all very sad that we cannot have our students back in the building, we miss them very much! Our focus though, is to keep everyone safe and healthy so we appreciate your patience and understanding while we work through the new process of learning.

By the end of today, you should have been contacted by your child's teacher to check in and see how everyone is doing. They are all working very hard to line up learning opportunities for you to do with your children at home. Let me re-enforce that these are simple things for you to do at home and that they are not meant to be stressful. Do what you can, when you can, as we know everyone is busy with either going to work or trying to work from home and we do not want to add to your worries. The teachers will continue to check in weekly, in one form or another, and if you are having difficulty with the activities please discuss it with them, they will be happy to help.

The CUPE staff have been in the building this week packing up your children's school supplies and other belongings. All of the supplies are in garbage bags labelled with your child's name on it. In some of the classrooms, students did not have names on shoes so they will be set out on tables for you to pick up. Please only touch items that belong to your child for everyone's safety. The garbage bags will be set out in the staff parking lot in shifts for you to pick up. We are placing them out in alphabetical order so that you will only have to make one trip. Below please find a schedule for **MONDAY, APRIL 6** for pick up.

### ***SCHOOL SUPPLY PICK UP SCHEDULE***

<b>8:30 am</b>	Children who's last names begin with <b>A, B, C, D, E</b>
<b>9:30 am</b>	Children who's last names begin with <b>F, G, H, I, J</b>
<b>10:30 am</b>	Children who's last names begin with <b>K, L, M, N, O</b>
<b>11:30 am</b>	Children who's last names begin with <b>P, Q, R, S, T</b>
<b>12:30 pm</b>	Children who's last names begin with <b>U, V, W, X, Y, Z</b>

Please know that the items will be put out in shifts but will be left outside until 2:30 in case you cannot come at the designated time. At 2:30 the items will be brought back into the school.

Thank you so much for your cooperation in this process.

Please stay safe, stay healthy and stay home as much as possible.

Ms. L. Ehman

Principal, Frank J Mitchell School