



Building Re-Opening Newsletter

From the Director

Dear Parents:

We are excited to announce that in line with gradually easing our Covid restrictions, we are going to reopen the building to parents on Monday, May 2, 2022. The door code will be provided prior to this date. For the remainder of April, we will continue our current drop off/pick-up procedure at the front door of the school.

For those families who were at the preschool pre-COVID, it will be a return to our previous procedure – parents will sign child in/out at the desk in the lobby. Initially, the sign-in/out will be manually on paper. Eventually, we will transition to our electronic fingerprint scanner system. For families that joined us during our COVID restrictions, using fingerprints to sign

Mark your calendars:

April 26 and April 28

Parent/ Child

Spring Open House

May 11

Summer Camp Meeting

May 13

Thanks A Latte

May 27

Last Day of Montessori

Classes

May 30

School Closed

Memorial Day

your child in/out will be a new experience for you, but we will help guide you through the procedure.

There is an art to saying “goodbye”. Create a routine and keep it brief. Plan a little extra time until you see how the separation is happening. Your child will take the clues from you so... be positive. The shorter the goodbye, the easier it will be for both you and your child. Wait to say goodbye until you mean it and once you have said goodbye to your child, it is time to go. If the transition is difficult, a staff member is willing to assist if you let them know. You can always call school to check on your child if you have concerns after you leave.

PLEASE do your part to ensure the safety of every child and Hope family. **Please do not use your cell phone while on the parking lot or in the building.** Drive slowly....under 10 miles per hour while on school property and be aware of pedestrian traffic, children should be walking into school accompanied by an adult. Also, please do not leave younger or older children unsupervised in your car.

Please realize that this new procedure will add a few more minutes to your morning and evening routine, so plan accordingly. We appreciate your patience and understanding while we all work together to ensure a smooth transition period to the new procedures.

Welcome back to the building!

Theresa

May 31 - June 3

Interim Week

June 6

Summer Camp Begins

New Arrival & Dismissal Procedures

Beginning on Monday, May 2, we will implement our revised procedure: Building hours will be 7:00 a.m. until 5:30 p.m. PARENTS WILL BE REQUIRED TO WEAR MASKS WHILE IN THE BUILDING.

Breakfast will be offered to those children arriving **before 8:00 a.m.** If you find you are running late, please make other arrangements for breakfast.

At morning drop-off:

Parents will enter the lobby, using the door code on the keypad. You will sign your child in at the front desk (manually or electronically), walk your child to the steps if eating breakfast, and then proceed to take your child's belongings to the **classroom door**. If your child is not eating breakfast, you will escort him/her to the **classroom door** where a staff member will assist you and your child, and then please exit the building via the front door. A note on the Classroom Location Board at the sign-in desk will let you know if the class is outside on a designated playground area. In that case, **parents will exit the building through the art room atrium to access the playground areas to take your child to his/her teacher. It is important that you make contact with your child's teacher prior to leaving your child with the class.** You will exit the building through the art room atrium door, and then proceed to the parking lot through the front entrance. If you have your child's bag or other belongings, please drop them at your child's **classroom door** prior to leaving the building.

If you arrive after 9:00 a.m., please sign in your child and then bring him/her to the office, and a staff member will escort him/her to their classroom to minimize disruption of the classroom work period.

At afternoon pickup:

After entering the building using the door code on the keypad, you will sign out your child in the lobby, go to the **classroom door**, and a staff member will bring your child and belongings to you. A note on the Classroom Location Board at the sign-in desk will let you know if the class is outside on a designated playground area. In that case, **parents will exit the building through the art room atrium to access the playground areas to pick up your child. It is important that you make contact with your child's teacher prior to leaving with your child.** You will exit the building through the art room atrium door, and then proceed to the parking lot through the front entrance. If your child needs to get something from his/her classroom, you may walk your child **to the classroom door** and have the child enter the classroom to retrieve the item/s. We ask that you please respect our policies and remain at the classroom door while your child gathers his/her belongings; then exit through the front door. **Please do not call ahead to the office to ask the**

classroom to get your child ready. Also, please be prompt in picking up your child by 5:30 p.m.

When we reinstate our electronic sign in/out procedure, we will be fingerprinting all individuals who are authorized to pick up your child on a regular basis. Additional information will be provided when we are ready to implement registration.

Summer Camp Orientation ZOOM Link

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