

**2020-2021 FAITH FORMATION  
ST. JOHN THE EVANGELIST PARISH CENTER**

**ARRIVAL AND DISMISSAL PROCEDURE**

We will stagger starting dates for the following grade levels.

September 20 – Grades 1 – 8

November 1 – Confirmation

January 10 – Grades 9 and 10

**SPECIFIC INSTRUCTION FOR ADULTS**

- ✓ Teachers arrive in class 10 minutes prior to student arrival.
- ✓ Masks are required at all times by staff, teachers, parents and students.
- ✓ Health Screening Checklist will be collected from parent for their child upon entrance to the building.
- ✓ Health Screening Checklist will be collected from staff, teachers and hall monitors upon entrance to the building.
- ✓ Temperature scanning will be done upon entry.
- ✓ If restroom is used, nearest hall monitor will be asked to sanitize by spraying stall and sink area. Wiping dry is not necessary. One person permitted at a time
- ✓ Parent must exit parish center once student is directed to their classroom.
- ✓ Cafeteria door will be unlocked at 12:30pm for dismissal. **Parent may then enter and follow blue taped 6' distancing route throughout the cafeteria.** *(Chairs are available in the cafeteria if needed, but must not be moved.)*
- ✓ Upon arrival for dismissal parents are asked to please give your child's name to the monitor in the cafeteria. At dismissal the monitor will call your child from the gym to meet you.
- ✓ Parent and child exit through rear parking lot door.

**SPECIFIC INSTRUCTION REGARDING STUDENTS**

**Grades 1, 2, and 3**

- Parent and student enter through rear parking lot entrance.
- Proceed to cafeteria monitor – **student to use rear cafeteria staircase at arrival and dismissal. Students must follow blue taped 6' distancing route throughout the cafeteria.**
- At dismissal - teachers bring students into cafeteria proceeding to the gym where they will line up by grade with teacher.
- At dismissal - parent will re-enter building through cafeteria entrance following blue taped 6' distancing route throughout the cafeteria.
- Dismissal will be 10 minutes earlier for grades 1, 2, and 3 to allow time to arrive in the gym before other students.

**(following page for Grades 4 – Confirmation)**

### **Grade 4 and 5**

- Parent and student enter through rear parking lot entrance.
- Proceed to cafeteria monitor. Student will be directed to use **front lobby hallway staircase for both arrival and dismissal**.
- Parent will re-enter building through cafeteria entrance for dismissal.
- Dismissal - teachers bring students into gym where they will line up by grade with teacher.

### **Grades 6 and 8**

- Parent and student enter through rear parking lot entrance.
- Proceed to cafeteria monitor. Student will be directed to use **first floor hallway staircase near Union Street entrance for both arrival and dismissal**.
- Parent will re-enter building through cafeteria entrance for dismissal.
- Dismissal - teachers will bring students into the gym where they will line up by grade with teacher.

### **Grade 7 and Confirmation**

- Parent and student enter through rear parking lot entrance.
- Proceed to cafeteria monitor. Student will be directed to use **first floor hallway to Room 6 for Grade 7 and Room 5 for Confirmation**.
- Parent will re-enter building through cafeteria entrance for dismissal.
- Dismissal - teachers will bring students into the gym where they will line up by grade with teacher.

### **Grades 9 and 10**

- Parent and student enter through rear parking lot entrance.
- Proceed to cafeteria monitor. **Student will be directed to exit cafeteria, immediately turning left to Room 8.**
- Parent will re-enter building through cafeteria entrance for dismissal.
- Dismissal will be **12:40pm** - teacher will bring students into the gym where they will line up by grade with teacher.