



230 Coalbanks Blvd. West Lethbridge, Ab – T1J 4V4
Mr. J. Gentile, Principal

Phone: (403) 394-9076 Fax: (403) 394-9628
Mrs. Michelle Loveridge, Vice-Principal

Good morning, Parents and Guardians of Coalbanks Elementary School,

We would like to begin by thanking every family for their patience and cooperation as we have navigated through the start and end of day process. As we have mentioned earlier this month, there is no ideal situation or process that will appease everyone and no matter what decision we make, some families will be happy with the decision and some will not be. All we ask is for your understanding, cooperation and flexibility for the rest of this school year as we are trying our best given the situation we are faced with regarding space issues and construction.

Following some input from parents in Kindergarten and Grade One, as well as our staff, it has been decided to continue with the current process for start of day. That is where students may arrive at school by 8:20 am and doors will then open at that time. Students will still line up according to their grade level at the outside doorways to ensure our little students in Kindergarten and Grade One are able to enter the building safely and make their way to their classrooms. **Starting on Monday, September 26th, teachers will be assigned supervision outside in 5 key areas to assist with supervision and ensure students are making their way to the correct doorway and on time. The areas that teachers will be supervising with be:**

1. **Front of the School by the flagpole**
2. **Front of school by main doors**
3. **Front of school by the Spanish wing (close to the construction area)**
4. **Playground and basketball courts**
5. **Back side of school closest to the outdoor classrooms and rock area**

Teachers will be on supervision starting at 8:15 am until the bell rings. Teachers that are not on supervision outside will be assisting in the hallways directing traffic, getting students to their lockers and ensuring students are in class to begin the day for learning at 8:30 am. The end of the day dismissal will remain the same where homeroom teachers will escort their class outside to their assigned pick-up locations.

As we begin to edge closer to colder days, we do ask students to please dress appropriately for the weather. A friendly reminder that inside days will only occur when the weather, with windchill, hits a combined temperature of -20 degrees. On these days the office staff will be opening the outside doors and ensuring all students come inside immediately and make their way to their homerooms until the day begins. Students will not be expected to wait outside on cold days. When the weather is warmer than -20 degrees, students will be outside in the mornings, morning recess and lunch hour. We encourage parents to send students with a warm jacket, toque, gloves, boots and snowpants (during the winter months).

Again, we know that parent opinions regarding pick-up and drop-off vary, but this is the decision that has been made at this time and we simply ask for everyone's support and cooperation. We will continue to monitor and assess how the process is going in ensuring that student safety is at the forefront, students



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entering the building regulated and students/classes able to begin on time at 8:30 am for instructional time. If changes need to be made in the future, we will notify all families; however, this will be the plan beginning on Monday, September 26th. Thanks so much for your continued support and cooperation.

Sincerely,

Mr. Joey Gentile

Principal