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Dear Parent or Guardian,

Welcome back to the 2021-2022 school year! We have missed you. We are excited to see you and the faces and smiles of each one of our students.

It is my deepest hope that you and your loved ones have stayed safe during this time. I know that COVID-19 has impacted each family differently. Our hearts go out to our families that suffered deep losses. Please know that we will continue to stand together with you.

This past year, though our world was a challenging place for all of humanity, this time also revealed who we are as a Lucero Elementary School community. Our community demonstrated the power of perseverance, enthusiasm for learning, activism for social justice, collaboration, and empathy in action. We relied on one another to support each of our valued students so that they could continue to develop both academically and socio-emotionally.

It is through our values that we will be able to move forward in this coming school year. We will prioritize academics and the emotional health of all children. We have a lot of work ahead to get all of our students acclimated back into the building together.

We are committed to working even harder to ensure equity in instruction and opportunities for every student in our building. Each of our students is worth it. Instruction will be infused with new approaches learned from our time in remote learning. One of those new approaches is the use of technology in the classroom to participate in learning and completing projects. We will provide challenging and meaningful work for the students that will also reflect the social justice events that arise in the communities of which students are a part. They will learn about various critical topics and will use their learning and skills to design ideas so that they have a positive impact on our world.

Our students’ health and well-being are of utmost importance. Please rest assured that we will continue to ensure the safety of every member of our community. We will follow CDC and DOE guidelines. This means we will continue to do such things as wear masks, wash hands, socially distance, temperature checks, limit visitors, and disinfect spaces. Parents will be immediately notified of any changes made to safety regulations by the DOE and CDC.

Please stay connected to our website, lucero311.org, throughout the summer for ongoing information. Look out for links to meetings that will be held in August. The specific meeting dates will be announced on our website in the middle of summer. We look forward to seeing you at these important meetings, which will provide pre-opening school information.

With this letter, we have included an information sheet that you may learn about the coming year.

I hope that you and your family have a wonderful summer. I am hopeful about the new year and I know that we will stand in unity for our children to have a positive 2021-2022 school year!

With kindness,

Ms. Cuba

Principal

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**INFORMATION SHEET**

**2021-2022**

**SCHOOL HOURS**

School will begin at 8:00a.m. and end at 2:20p.m. each day.

**ARRIVAL/DISMISSAL ENTRANCES and EXITS**

To ensure the safety of each of our students and to follow social distancing guidelines, students will enter from different entrances:

|  |  |
| --- | --- |
| **Grade** | **Entrance/Exit** |
| Grade K and 1 | Main Door, Walton Avenue |
| Grade 2 and 3 | 171st Street |
| Grade 4 and 5; and students learning in red trailers | Townsend Avenue |

**ARRIVAL PROTOCOLS**

Please review the arrival protocols below so that you can properly prepare your child for their first days of school.

* Students will begin the school day at 8:00a.m. Please be on time to school each day.
* Students may begin to line up starting at 7:30 a.m. to prepare for a temperature check before entering the building.
* Parents must wait with their child until the temperature check is complete.
* All students must wear a mask before entering the building. If a student does not come to school with a mask, they will receive one.
* Students will enter from different exits to reduce crowds.
* Social-distancing markers will be available for students to know where to stand.
* Parents will not be permitted inside of the building to maintain safety.
* We ask for your patience and cooperation, as arrivals will take longer this year to ensure that safety protocols are followed.

**DISMISSAL PROTOCOLS**

Please review the dismissal protocols below so that you can properly prepare to pick up your child at the end of each school day.

* Students will end the school day at 2:20p.m. each day. Please on time to pick up your child.
* Students will dismiss from the same doors through which they entered.
* Students will exit from different exits to reduce crowds.
* When a child’s class is announced, parents will move to the front of the area we will provide to pick-up your child.
* Once you pick up your child, we ask that you leave the area to maintain social-distancing.
* Parents will not be permitted inside of the building to maintain safety.
* If you are late picking up your child, you must go to the Main Entrance and wait in line so that we may bring your child to you. Please wear a mask and practice social distancing.
* Any children who are picked up late will be brought to their parents after all of the classes have dismissed.
* We ask for your patience and cooperation, as dismissal will take longer this year to ensure that safety protocols are followed.

**BREAKFAST AND LUNCH**Students will be provided with breakfast and lunch each day. If you prefer, you may send your child with a lunch from home. We are a healthy school community, so any snacks or food that you send should be nutritious.Parents must not drop off lunch in the middle of the day, as we need to reduce interactions throughout the day to maintain the safety of our students and staff.

**SAFETY**

All students, staff, and scheduled visitors will be required to undergo temperature checks before entering the building. Anyone with a fever or at risk of COVID will not be permitted to enter.

All students, staff, and scheduled visitors will wear masks, wash hands, socially-distance, and follow all safety protocols throughout the school day.

Classrooms will meet proper ventilation requirements and will be disinfected throughout the day.

Please note that our school will adapt polices according to any new updates to the DOE and CDC guidelines.

**COVID TESTING**

Students will be randomly tested for COVID on a regular basis. More information will be provided in August when we receive further updated guidance from the DOE.

**UNIFORMS**

Students must wear the school uniform each day. The uniform is sold at Kids Town. In addition, the gym uniform must only be worn on days that students will have physical education classes. You may find a copy of the list on our school website, lucero311.org.

Our school uniform colors are red, white, and grey. The uniform shirt is red with our school logo embroidered on the front. Our school pants, skirt, or dress will be grey. In the winter, your son/daughter may wear the polo shirt with a white long sleeve shirt underneath. They may also wear a white shirt with a red sweater or vest over the white shirt. The tie (boys) or collar bow (girls) are optional. We recommend black shoes.

**SUPPLIES**

Please visit our website at lucero311.org to obtain the supplies list for the school year.

**iPADS**

Students will bring DOE or school-issued iPads to school each day for learning. Please be sure that the student has their device stored in their backpacks. The student must not walk to or from school with the iPad out in the open, as this may not be safe.

If you are the parent of a new student to the NYC Department of Education, please go to the DOE website to request your child’s iPad. You will need your child’s OSIS identification number.

**PARENT COMMUNICATION**

Information to parents regarding report cards, emergency information, attendance, and new class assignments for the new year will be communicated via your mystudent.nyc parent account and your child’s DOE email. Please make sure that you check the email each day for any notices and that you sign up for a mystudent.nyc account by the start of the school year.

Please check our school website, lucero311.org, regularly to stay up to date on upcoming parent meetings on Zoom.

Due to the ongoing COVID-19 pandemic, we need to be able to communicate with parents via telephone, text, email, and Class Dojo. Please make sure that you answer our phone calls and respond to any messages, as these will be our primary ways to communicate.

**STUDENT’S NEW CLASS INFORMATION, 2021-2022**

The information about your child’s new class and teacher for the 2021-2022 school year was sent with this welcome letter to your child’s DOE email. Please read the email to see the name of the class and teacher that your child will be assigned to for the new school year. Please be aware that changes to classes or teachers may occur at any time. In the event of any changes, we will notify you.

**EMERGENCY CARDS**

This year, parents will need to complete the school Emergency Card through their mystudent.nyc account. Please complete or update your information before school starts to make sure that we have your most current contact information in case of emergency.

**PHOTO CONSENT FORMS**

Please complete the Photo Consent Form to tell us if you give permission for our school to take photographs of your child for use on our website, printed materials, videos, or in class projects. The form is attached. Please complete and return to the teacher in September.

**TECHNOLOGY SUMMER BOOTCAMP LINK**

You and your child can prepare for September by viewing the technology videos in English or Spanish. Some topics include: How to Use Google Classroom, How to Obtain Your DOE login, etc. All of these Summer Technology Boot Camp videos are located on our school website lucero311.org. We encourage you to view these helpful resources.