

August 12, 2020

Greetings Warriors,

It is with a warm heart that I welcome you to Woodland Elementary School! It is our mission to provide every student with the skills necessary to be a productive leader.

It is an honor to serve as your Head of School for the 20-21 school year. As an instructional leader, it is my mission to collaborate with our school family to facilitate the growth of students' abilities, skills, attitudes, and interest for the benefit of themselves, their community and their country. I am thrilled to have the opportunity to lead our school which has such a strong commitment to excellence.

Our teachers work diligently to establish positive relationships and empower students to become life-long learners who are responsible and productive citizens within the global community.

As Head of School, it is my responsibility and privilege to always make decisions based on what is best for children. It is exciting to imagine what we can accomplish as we collaborate as a school family to build on the gifts of all members of the Woodland family.

Thank you for your support as we embrace learning and prepare our children for an ever-changing world ("The New Normal"). We value our students, their progress and well-being. We appreciate the opportunity to facilitate their growth and development.

Please assist me in welcoming, Anthony Stovall (Support Staff), Lynze Pettit (3rd grade educator), Patricia Ingram (3rd Grade SSD Resource), Melanie Robinson (SSD Self-Contained) and Brenda Gaskin (Speech Pathologist) to our family.

While we are delighted to have you back there are a few guidelines we must observe. Our primary concern is your health and wellbeing. In our attempts to keep everyone safe, the following must be adhered to strictly:

- **New School Hours of 7:50 a.m.-2:50 p.m.** No scholar should report prior to school starting or remain later than 3:10 p.m.
- **NO** parents/guardians/visitors are allowed in the building.
- **Breakfast** in the Classroom between 7:50-8:10 a.m.
- **Lunch** will be provided in the Classroom. You may provide a healthy Sack Lunch from home.
- All scholars **MUST** use the Main Entrance **ONLY**.
- All scholars **MUST** sanitize their hands upon entry.

- All scholars **MUST** check-in at the [Nurse's Station](#) daily for temperature screenings.
- IF no symptoms are present they will proceed to their Homeroom Class.
- IF temperatures are present, the nurse will wait five minutes and re-check.
- IF a temperature is recorded after five minutes, parent/guardian **MUST** return to school to retrieve the scholar. **NO EXCEPTIONS!!!!**
- IF your scholar is experiencing COVID symptoms, please keep them [home](#) and contact the Main Office at (314) 653-8170. You may leave a message on the Attendance Hotline.
- For all early dismissals, please call the Main Office to have your scholar prepared to leave. Scholars will be escorted to the front door.
- All scholars must wear a [mask/face covering](#) daily. The mask/face covering must remain on when they are within 6 feet distance of teachers and peers. It may be removed for eating and recess breaks.
- Common areas will be [cleaned](#) throughout the school day. It will be sanitized nightly. This will help to reduce the spread of disease.
- **Dismissal for Van Riders** will begin at 2:45 p.m. All Day Care Providers should report to the Main Entrance for pick-up.
- **Dismissal for Car Riders** will begin at 2:50 p.m.
- **Dismissal for Walkers** will begin at 3:00 p.m. If they are waiting for an older sibling, we encourage them to report directly to our campus.

Please review the following links for further questions and/or concerns:

- [St. Louis County Return To School Guidance](#)
- [MSBA Recovery Considerations](#)
- [JSD Essential Action COVID-19 School Safety & Well Being](#)
- [JSD Reopening Plan Questions and Answers](#)
- [JSD 20-21 Academic Calendar](#)
- [Woodland Elementary SPECIALS and AB Calendar](#)
- [CDC Cleaning and Disinfecting Your Facility](#)
- [EPA Approved Disinfectants](#)

Let's make it a great year as we move forward in excellence!

Respectfully,

Ann E. Shaw, M. Ed.
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