

Student Access Email Notification to Parents

Dear Families,

On **Thursday June 18th, between 9am – 3pm**, Cootes Paradise families will have one last opportunity to access the school building to retrieve or to return items.

Booking an Appointment Time

All families must schedule their time to enter the building. The scheduling software will be open on Friday, June 12, 2020 and will close at noon on Wednesday, June 17, 2020. The scheduling link will be available on our school website.

Who can access the building?

The school is open to all students and ONE parent/guardian. All those who enter the building must meet the requirements of public health and follow the HWDSB Access Guidelines During COVID-19 before and during entry to the school.

What if I cannot attend?

If you are unable to attend this date, you may have a friends/classmates pick up the items provided that they *provide proof of permission* for this pick up. i.e. an email.

What if I do not pick up the items?

Please note that this is the last opportunity to pick up items. *Any items remaining will be donated or discarded.*

Returning items to the school

We ask that all families ensure that all school materials are returned. These include the following:

- classroom readers or textbooks,
- outstanding library books or
- any school owned special education materials am/fm radios, chairs,
- iPads/laptops: If you will NOT be returning to Cootes Paradise in September, you must return your devices on this day.

If you have any questions, please do not hesitate to reach out.