



North & South Esk Elementary

## Pick Up Day for Personal Items Tuesday, May 5<sup>th</sup>

Dear Parents,

On Tuesday, May 5th, parents will be able to pick up personal belongings. Teachers have been busy sorting and packing items for you into clear bags that are labeled. Please read below for further instructions.

We hope that all will go smoothly!

Thank you  
Shayla Mutch ☺

<b>Pick Up Date</b>	<b>Tuesday, May 5<sup>th</sup></b>
<b>Pick Up Time</b>	1:00 to 1:30 (Last name begins with letters A to M) 1:30 to 2:00 (Last name begins with letters N to Z)

<b>Grade</b>	<b>Pick Up Location/Door</b>
Grades K, 1 & 2	Back Door (at parent drop off location, near the dumpsters)
Grades 3 & 5	Bus Door (at the side of the school where busses drop students off, close to the grade 5 class)
Grade 4 & 6	Cafeteria Door (at the front of the school, close to the grade 6 door)

### Please note:

- On this day, all items belonging to the school should be returned to the school. This may include library books, novels/books, student leader shirts, peacemaker shirts, basketball uniforms, any money owed to the cafeteria, etc. Please place the bag of return items in your trunk and a staff member will collect it from your trunk when they drop off your bag.
- If you have more than one child at school, personal items can be picked up at your oldest child's pick up door. (If you have two children, one in grade 1 and one in grade 4 then go to the Cafeteria door for pick up. Both bags will be there)
- When you arrive, please follow the order of cars ahead of you. When you get to the front of the line, a staff member will place your child's/children's personal items in the trunk of your vehicle and remove your return bag if you have one.
- Please stay in your car, a staff member will deliver to you. If your child is with you, they are also asked to stay in the vehicle for their safety.
- Staff will be wearing masks. Please tell your child in advance so they won't be alarmed.
- Some students will be picking up Assistive Tech devices. Forms have to be filled out that day. Melissa Esty will be on hand to assist you.
- Please use the Access Road to enter our school grounds and exit via the bus lane to NSER.
- If someone else is picking up your child's bag for you, please let your homeroom teacher know or send Mrs. Mutch a message before Tuesday so we can make arrangements.
- If you are unable to come to the school on Tuesday, pick up will be on Wednesday morning between 10am to 11am at the main office. Please call 836-7010 when you arrive to let us know you are there. We will bring your items to your car.