

July 23, 2021

Dear Lower School Parents,

I hope that you are all having a wonderful, restful summer. It has been a joy to see students here on campus in our summer camps, and I look forward to seeing all students back on campus in a few weeks. While I do not want to rush the end of summer, I do want to provide you with some information to help you plan for the 2021-2022 school year.

You will notice that I am not including COVID protocols in this email. We are still working through those plans, and Dr. Griffin will share those details with you in an email soon. I will also provide more specific Lower School protocols closer to the start of school.

Student Orientation Schedule - ALL STUDENTS, Monday, August 16

All students (PK-5) will attend in-person orientation with their teachers on Monday, August 16. There are two time slots and students should attend during the designated time based on their last name. These sessions will be for **students only**. Students should follow standard carpool flow and be dropped off in the [designated locations](#) based on their grade level. Students should wear face coverings as they move from their car to their classroom and while in their school building. Teachers will be at drop off to guide students to their classrooms.

Time	Grades PreK - 5th
9:00-9:45am	Students with last names starting with A-I
10:15am-11am	Students with last names starting with J-Z

Grade Level	Drop Off Location
PreK 3 & 4	Gate connected to PreK Playground
Kindergarten & 1st	LS Office entrance
2nd-5th	South End - Near Cafeteria

[Drop Off Location Map Linked Here](#)

Parent Orientations

New & Returning Kindergarten-5th Grade Parents - Monday, August 16

We will provide two **virtual** orientation times for parents in **Kindergarten through 5th grade** on Monday, August 16. Both of these virtual sessions will be recorded for parents who cannot attend. Classroom teachers will email parents with directions to join the virtual orientation by Monday morning. If parents cannot attend either session, please email your child's teacher to set up an alternative time to visit over the phone. Each session should last no longer than 45 minutes.

Orientation Times:

12:00 pm - Parents should choose one session

2:00 pm - Parents should choose one session

K-5 NEW Parent In-Person Orientation - Monday, August 16

New parents are invited to join Mrs. Schuhmacher and Mrs. Radtke in the Braunfisch-Stella Boyle Smith Library for a welcome and orientation to the Lower School while their children are visiting their classrooms. **Please note this is only for NEW Kindergarten through 5th grade parents.*

Orientation Times:

9:00 am-9:45 am - Parents with last names starting with A-I

10:15 am-11:00 am - Parents with last names starting with J-Z

PreK 3 & PreK 4 In-Person Parent Orientation - Friday, August 20

9:00 am-10:00 am - All PreK parents are invited to join Mrs. Schuhmacher in the Erwin Hall Performance Center and Gymnasium for a brief orientation. Parents will then visit the PreK classrooms and meet their child's teacher. Please note that students should not attend this day. They will have met their teachers on Monday, August 16 during the student orientation time. This is not mandatory, but simply an opportunity for parents to spend some time in the Lower School before their children start school on Monday, August 23.

4th & 5th Grade Locker Set-up

Our fourth and fifth-grade students will be able to decorate their lockers before school starts. Students are not required to decorate lockers, but we want to give them the opportunity if they desire. Click [here](#) to sign up for a time for your child to decorate or set up his/her locker.

Initial Medication Drop-off During Student Orientation

Nurse Hopkins will have a station set-up outside the Lower School office during student orientation times to turn in medications, allergy and food-related action plans, etc. Please bring your child's daily medication and be prepared to fill out the required paperwork. Remember that all medications must be in their original container from the pharmacy with the correct

dosage. Please contact [Nurse Hopkins](#) with any questions.

New Faculty/Internal Moves

Click [here](#) for a link to new faculty and faculty moves within the Lower School.

Summer Assignments

Please click [here](#) to reference all summer enrichment opportunities and assignments.

Class Lists

As mentioned in our final Wildcat Weekly in May, you will receive an email from Episcopal informing you of your child's class placement the second week of August when teachers return for In-Service. Our teachers have taken great strides to ensure that each of your children are placed in the best learning environment for your specific child, considering both learning needs and class makeup. We appreciate your trust during this process.

Used Uniform Sale

Used Uniforms will be set up in the Middle/Upper School Dining Hall on the dates listed below. Parents are welcome to come during any of those times to shop used uniforms. We will utilize the honor system during the Used Uniform Sale. FACTS forms will be available and can be left in the designated collection basket. No cash, checks, or credit cards will be accepted. Once school begins, Used Uniforms will be returned to the used uniform rooms in each division. If you have any questions about the Used Uniform Sale, please contact auxiliary@episcopalcollegiate.org.

Shopping hours will be 8:30 am-3:30 pm on the following days:

- Friday, July 23 - Wednesday, August 4
- Friday, August 6 - Tuesday, August 10
- Monday, August 16 - Tuesday, August 17

Toggery Pop-Up Shop - Thursday, August 5

The Toggery will host a pop-up shop in the Middle/Upper School Dining Hall on Thursday, August 5 from 11:00 am-6:00 pm. Students will be able to try on and purchase new uniform items. Toggery staff will be on hand to help with any fitting needs and orders.

Wildcat Warehouse - Need Episcopal Spirit Wear?

Great news! We will have Spirit Day every Friday this school year, unless notified otherwise. You can always shop Wildcat Warehouse [online here](#). Orders placed through the portal will be delivered to your child's Division Office and will be ready for pick up after August 3. Please [email Marcy Saoud](#) with any questions about Wildcat Warehouse.

If you would like to shop in person, Wildcat Warehouse will be open the following times over the next several weeks:

- Monday, August 16 - 9:00-11:30 am & 2:30-3:30 pm
- Tuesday, August 17 - 10:30-11:15 am & 12:15-1:00 pm
- Friday, August 20 - Watermelon Supper

Follow the Warehouse's instagram account for more information [@episcopalwildcatwarehouse](https://www.instagram.com/episcopalwildcatwarehouse)

First Day of School Information

Wednesday, August 18 - Grades K-12, Regular School Uniform

Monday, August 23 - Pre-K 3 & 4, Regular School Uniform

I realize this is a lot of information to digest. Please know that we are available in the Lower School office should you have any questions. We will update you with more specific COVID protocols the first week of August. The [Back to School Resources page](#) is also an excellent source for information. I hope you and your children enjoy these remaining weeks of summer. We are looking forward to the 2021-2022 school year and will do all we can to make this a successful year for your child. We appreciate your trust and support as we work together to make this an enjoyable, yet safe and healthy learning environment for all.

Sincerely,

Catherine Schuhmacher
Head of Lower School