



# PS 94 THE KINGS COLLEGE SCHOOL [www.ps94x.org](http://www.ps94x.org)

Main Building: 3530 Kings College Place ♦ Bronx, New York 10467-1507 ♦ 718-405-6345

Annex: 268 East 211<sup>th</sup> Street ♦ Bronx, New York 10467-1507 ♦ 718-547-3618

*We cultivate and inspire lifelong leadership*

**DIANE DAPROCIDA**

*PRINCIPAL*

**KEICHA BOLDEN**, *Assistant Principal*

**ALERIS QUINONES**, *Assistant Principal*

Dear Parents and Guardians,

Welcome to the 2020-2021 school year!

P.S. 94 is excited to begin a new school year of learning. We would like to share new procedures that are now in place, especially during this virtual and in-person learning to ensure safety for all our students.

Please see below for new routines and procedures that will take place this school year:

## **Temperature Checks:**

It is recommended that you take your child's temperature every morning. This is very important because it is the first step in safety and ensures that all students, teachers, and staff remain healthy. **If your child's temperature is elevated and/or if your child is sick, they should stay home from school.** Note that random temperature checks will occur at the school before all students enter the school building. If your child's temperature is 100.0 F, you will be contacted by the school nurse to come and pick up your child. At this point, if your child is experiencing additional symptoms, it is encouraged that you to take your child for a COVID-19 test.

## **Masks:**

All students who attend school in the P.S. 94 building, are required to wear a face mask for the entire school day. We understand that students need a break from wearing the mask so breaks will be given at designated times and areas during the school day. While eating and drinking, students may remove their mask, and when done, promptly place it back on their face.

\*\*\*If a mask is not tolerated by your child, it is mandatory for them to wear a face shield.

### **Sanitizer:**

Students will sanitize their hands upon arrival at the school building. In addition, students will need to sanitize their hands throughout the day between classes and especially when entering classrooms.

### **Fire Drills:**

Evacuation drill will be conducted as follows:

- All students will participate in drills.
- Drills will be conducted in stages rather than all at once.
- Students will be instructed to maintain a distance of six feet to comply with physical distancing guidelines and to wear a face covering.

### **Lockdown Drills:**

Lockdown drill will be conducted as follows:

- All students will participate in drills
- students will be instructed to remain in their seats and remain silent instead of moving to the safe corner.
- The teacher will place paper on the window of the classroom door, lock and close the door.
- All instruction and movement within the classroom will cease until the lockdown drill has been lifted.

### **Arrival procedures:**

- There are different arrival locations for each grade/gradeband. Please see below. Every student entering the building must be wearing a mask.
- **A.M. Arrival Common Areas** -- DOORS DO NOT OPEN UNTIL 8:30 a.m. Students will proceed directly to their classrooms. Grab and Go Breakfast will be available at the point of entry. No outside breakfast will be allowed in the building.

#### **Main Building AM Arrival:**

Grade 3 - Exit 3 C & D

- Students proceed up the cafeteria staircase to the third floor.

Grade 4 - Main Entrance

- Students proceed up the main staircase to the fourth floor

Grade 5 - Exit 7

- Students proceed up the stairs behind the auditorium to the fourth floor.

- **Annex Building AM Arrival:**

- o Grade K - Kings College Entrance (MPR Entrance)
  - 214A and 218A: use blue yard entrance doors to proceed up the staircase to their classrooms.
  - 122A and 118A: use MPR entrance to proceed to classrooms on the first floor.
- o Grade 1 - Kings College Entrance (Blue Yard Doors)
  - 115A: use MPR entrance to proceed to classrooms on the first floor.
  - 222A, 220A, 211A proceed to classrooms using Staircase A
- o Grade 2 - Exit 3 (Next to outdoor staircase on 211th street connecting Main and Annex buildings)
  - Students proceed up the staircase to the third floor

**\*THERE WILL NO LONGER BE INDOOR DISMISSAL FOR INCLEMENT WEATHER**

**DISMISSALTIMES**

Kindergarten	1:50 p.m.	Second Grade	1:55p.m.
First Grade	1:50 p.m.	Third-Fifth Grades	2:00 p.m

**PM Dismissal Common Areas**

Annex Yard: 1:50 p.m. - 2:00 p.m.

Main Building

Grade 3 - Exit 3-C & D

Grade 4- Exit 1-Main Entrance

Grade 5 - Exit 7

- . Annex Late Students K – 2
- . Kindergarten - 115A
- . First Grade - 118A
- . Second Grade - 122A
- . Main Late Students Auditorium Grades 3-5: 2:20 p.m. - 2:50 p.m.
- . Assigned Seating for late students.

Any students remaining at the Annex at 2:45 p.m. will be brought to the MPR room at 3:00 p.m. Main building remaining late students are brought to the auditorium at 3:00 p.m.

### **Breakfast:**

Grab and go bagged breakfast will be available for pick up by students on their way into the school building. Students are **not** permitted to bring breakfast from home.

### **Lunch:**

Each class will walk down to get their bagged lunch, or the lunch will be brought to the classroom. Students will eat in their classroom. Teachers and staff will supervise. Students may bring lunch from home. Please remember to pack healthy items, no glass bottles, no soda, no candy.

\*Remote students can pick up breakfast and/or lunch from 8:00 a.m.- 1:30 p.m. in the main building exit 2.

**\*Please send a water bottle daily for each student.**

### **Early pick up:**

There is no early release after 1:00 p.m. If a parent must pick up a student early from school, they must call the school first. Staff will notify the child and have them pack up. Parents must wait by the security

desk until identification is verified and the child is brought to the security desk.

**School Materials:**

Student's supplies cannot be stored inside the desk, and bookbags cannot be placed inside the closet. Your child's supplies must travel with them daily. This requires that your child bring and take home all materials that are used daily. Supplies from last school year will be sent home. If a Leader in Me binder is sent home accidentally-please send back to school.

**Kindergarten:**

New admit - User IDs and passwords will be sent out separately to parents as soon as possible.

Looking forward to a healthy and successful school year,

Ms. D. DaProcida  
Principal