August 18th, 2021

Dear Winfield Elementary Families,

We trust that all our families have had a safe and happy summer. The WES administration and staff would like to take this time to welcome back our new and returning families. We look forward to a great year of learning. Here are a few updates and reminders to keep in mind.

- **Staff changes:** We are sad to say good-bye to a few of our family members who have moved on to other opportunities and experiences. However, we are excited to welcome new members to the Winfield Family.

  **Shaking things up:**
  - Ms. Mullineaux is moving to our Math Resource Position (previously 3rd grade)
  - Ms. Johnson is moving to a 3rd Grade Teacher Position (previously para-educator)
  - Mr. Dickerson is continuing as the PE Teacher (previously long-term substitute)

- **Welcoming the following to the Winfield family:**
  - Ms. Dana Bisker- Principal
  - Ms. Christy Beatty- 3rd Grade Teacher
  - Ms. Kerriann Murray- School Social Worker
  - Ms. Janine Riggs- Special Educator

- **Farewell to:**
  - Principal Porter
  - Ms. Denise William (School Social Worker)
  - Ms. Alysha William (3rd grade teacher)
  - Ms. Christian Salapata (Guidance Counselor)
  - Ms. Hope Fields (Reading Specialist)

- **COVID Guidelines**
  - **Universal Masking Policy:** Everyone in a K-12 school must wear a mask indoors and, on a bus, whether they have been vaccinated or not. This includes all students, teachers, staff, and visitors.
  - **Physical distancing** is encouraged as much as possible to reduce the risk of becoming a “close contact.” Schools will provide maximal physical distancing between students to the greatest extent possible.
  - **Handwashing**
  - **Contact Tracing:** Seating charts/ logs for students spaced less than 6 feet apart, including in the classroom, meals, special events. Sign-in sheets are required for visitors and staff visiting schools/offices that are not their primary work location.
  - **Screening—**All persons are asked to refrain from entering schools or offices if they are ill or have symptoms of COVID-19, have been exposed to someone with COVID-19, or are awaiting results of a COVID-19 test.
  - **Visitors to Schools/Offices** – Virtual visits are encouraged, when appropriate, based on the purpose of the visit/meeting.

- **Safety and Security Updates and Reminders:**
  - Each visitor must have a government-issued photo ID and state their reason for visiting before entering the building. Please do not hold the door for anyone.
  - All visitors must have their ID scanned into our system.
  - All visitors must inform their child’s teacher prior to visiting the classroom for any reason while school is in session. Virtual meetings are highly encouraged at this time.
  - All visitors ring the bell at the front lobby doors. Please wait outside the building until you are met by a staff member or invited into the building. No visitors are allowed to enter side doors.
  - Parents/Guardians dropping off must leave students in the “Kiss and Go” area outside the lobby doors. Parents/guardians will not be allowed to walk students to the classrooms.
  - Any changes to dismissal must be sent to the teacher in writing upon the student’s morning arrival. Emergency changes must be called into the office, and office staff will have to return your call from contact the information in our system, not information given over the phone.

- **NEW school hours:** Students enter the building 9:05, Late Bell 9:15. Dismissal 4:00

- We are a uniform school, and students are expected to wear the uniforms on the first day of school and every day after. Please be advised that ripped jeans, high heel shoes, shirts with student’s torso exposed, and shoes without backs (e.g., Flip-flops, sandals without back straps) are not appropriate clothing for school. Shorts and skirts should meet uniform expectations and be no shorter than right above the knee. The uniform is as follows:
  - Bottom: Navy or Khaki pants, shorts, skirts
  - Top: Light blue, white, or navy-blue polo shirts (long or short sleeve)
  - Uniform jumpers: Navy or Khaki

- **Back to School Night:** September 8th (K-2) September 9th (3-5)

- **SCHOOL BEGINS FOR 1st – 5th Grade on AUGUST 30TH**

- **PreK, Kindergarten, and First Grade, please see letter attached for the gradual entry schedule.**

This year we are excited to safely welcome students back to the school building. Thank you for your continued efforts to keep our students and community healthy. We look forward to partnering with you for the 2021-2022 school year.

Sincerely,

Dana Bisker
Principal

Shannon Berger
Assistant Principal