



BETHLEHEM AREA SCHOOL DISTRICT

SPRING GARDEN ELEMENTARY SCHOOL

901 North Blvd.
Bethlehem, PA 18017
610-868-6071

Dear Parents,

As this unprecedented summer comes to an end, we are excited to welcome your child back for the 2020-21 School Year. Our building renovations are still being completed as I write this letter, but we anticipate being ready for September 1st. Many of our students will be joining us in our “eClassroom” sections, while most of you will be returning to school in a hybrid format on either Tuesday, September 1st or Wednesday, September 2nd. Your child’s format (Hybrid T/Th, Hybrid W/F, or eClassroom is located in the upper right corner of this letter. Teachers will be emailing students on August 31st, which is our official first day of school.

It is important for you to know some basic information prior to the beginning of the school year, such as, transportation information, entry and dismissal information, lunch information and homeroom assignment. I will attempt to address the issues about which we receive the most questions. I’m sending this information to all parents, whether your child is in the Hybrid or eClassroom settings.

Health and Safety

First, **YOUR CHILD MUST WEAR A MASK TO SCHOOL EACH AND EVERY DAY.** This is critical to maintaining our health as a community and we appreciate in advance your compliance. We have taken measures throughout the school to maintain social distancing, such as eliminating some furniture in the classrooms to widen spacing between desks, using every other desk in the rooms, marking hallways with social distancing guides, cleaning high touch surfaces on a regular basis, spreading lunches so that grades do not overlap and students can sit further apart, and many other measures too numerous to list in this letter. While we are committed to your child’s safety, we also are dedicated to giving them a rich educational experience as well. Please do your part by taking care of yourself and your family, checking their temperatures, and keeping your child home if they are sick. Also, make sure that you keep our lines of communication open by signing up with your child’s classroom on ClassDojo.

Getting To and From School

If your child is transported by our school busses, you should be receiving a bus card from the Transportation Department. This card will list the bus number, bus stop, and time of pickup. If you do not receive your bus card by Friday, August 28th, please call the Transportation Department at (610) 861-0360. Do not call Spring Garden Main Office.

If your child walks to school, please remember that the doors open at 8:55 AM. **Students should not arrive sooner than 8:50 since there will be no supervision of students until that time.** To promote social distancing, we will use multiple doors to enter the building. **ALL WALKERS WILL ENTER IN THE BACK OF THE BUILDING.** Kindergarten will enter through the door near 135, Grade 1 through the cafeteria, Grade 2 and 3 students will enter by the “breezeway”, Grade 4 by 125, and Grade 5 by 122. Please see the map on the next page. The tardy bell will ring at **9:00 AM.** Students should be in their classrooms by 9:00.

At 3:40 PM, **all** walkers will exit the school using the same doors marked on the map.

Please note, for your child's safety, all entrance doors will be locked at 9:00 AM. If your child arrives late to school, please accompany your child to the school office to sign him/her in and secure a late pass. Do not knock on any other entrance doors for admittance after 9:00 AM. To the best of your ability, please attempt to schedule your appointments on days your child is not attending school. We appreciate your compliance in this request.



Visitors

All visitors must enter at the front entrance where a security camera is located. Essential visitors, once identified, will be admitted into the building by office personnel. Non-essential visitors are not allowed in the building at this time. Essential visitors must report to the office to sign in and obtain a visitor's pass. **NO visitors will be allowed into the rest of the building.**

Computers

All students will be issued a BASD Chromebook. eClassroom students: we will send an automated call with a schedule for pickup as soon as we return to SG and can get to your computers!

School Lunch

Social Distancing

Each grade level will eat lunch separately with 6 feet between students so they can eat their lunches safely.

Free and Reduced Lunch Information

To apply for free or reduced-price meals, visit <http://www.schoolcafe.com/> (preferred), or contact the office for a **Free and Reduced-Price School Meals Family Application**. Only 1 application per household is needed even if your students attend different schools. Please be aware that a new application must be submitted each school year. Students who qualify for free or reduced-price meals can receive both breakfast and lunch for free or at the reduced price.

Touchless and Cashless Transactions in the Cafeteria

For the safety of students and staff, and to prevent the spread of COVID-19, BASD is implementing touchless and cashless transactions for Dining Services for the 2020-2021 school year as part of the reopening plan.

Touchless Transactions:

- Students will be required to scan their BASD Student ID card at the register to access their account.
- Pin pads will no longer be used to access student accounts.

Cashless Transactions:

- Deposits (cash and checks) will not be accepted by the lunch cashier.
- Funds may be added to cafeteria accounts in the following ways:
 - Online at schoolcafe.com
 - Mail a check (include student name and ID) payable to “BASD Dining Services” to: BASD Dining Services 1170 Fernwood Street Bethlehem, PA 18018
 - Place cash or check payable to “BASD Dining Services” in an envelope clearly labeled with student first name, last name and ID number. The labeled envelope may then be handed to a Dining Services team member at breakfast. Elementary students may hand the envelope to their teacher. Cash or check that is not in a labeled envelope will not be accepted.

Open House and Other Information

Please note that Open House/Back to School Night will be held virtually on **Thursday, September 24th from 6:00-7:30 PM**. Teachers will present a detailed overview of their yearly curriculum at that time.

We use a computerized gathering system to update your information each year. You will hear more about this after the first day of school, but please update your information so we can contact you. This information will be collected in the Registration Gateway, so look for that information around the first week of September!

It is our goal to work with you in making your child’s school year a rewarding experience. If you have any information that we should know concerning your child, I suggest you contact your child’s homeroom teacher, the nurse or the school office at (610) 868-6071 during the first week of school.

I hope the remainder of your summer is very enjoyable as we look forward to a meaningful and productive school year!

Sincerely,

Dr. Eric J. Smith
Principal

