

**Scoil Chroí Naofa**

Rochfortbridge, Co. Westmeath

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Phone: (044) 92 22 389

17/06/2020

Dear Parents / Guardians,

We look forward to seeing you tomorrow as you return your child’s book rental books. Please adhere to the following arrangements to ensure both the smooth running of the operation, your health and safety and that of our staff.

* Please come alone, wear protective gloves and mask if you wish and obey social distancing measures put in place.
* Please visit the school at your child’s class allotted time. If you have more than one child please choose one of the allotted times and visit all classrooms
* Please bring your child’s books in a plastic bag if possible.
* Please return English reading diary, Plastic folders with red handles, English readers, Ginn readers, Library books, counters etc. as well as book rental scheme textbooks
* Please enter Building 1 through the back door and exit through the main door.
* Please enter Building 2 through the classroom doors at the side of the building and exit as directed.
* Please bring a pen with you to sign in at both entrance doors. (This is for contact tracing)
* Teachers will be available in their classrooms in both buildings and will direct you towards your child’s materials and where you should leave your bag containing books returned to school.
* Your allotted time is as follows
* 10.00 – 11.00 Junior Infants, 6th class - Building 1 and 3rd class - Building 2
* 11.00 – 12.00 Senior Infants, 1st class – Building 1 and 4th class - Building 2
* 12.00 – 1.00 2nd class, 5th class A and 5th class B – Building 2

**Collection Times are as follows**

**10.00 – 11.00 Junior Infants Building 1**

 **6th class Building 1**

 **3rd class Building 2**

**11.00 – 12.00 Senior Infants Building 1**

 **1st class Building 1**

 **4th class Building 2**

**12.00 – 1.00 2nd class Building 1**

 **5th class A Building 1**

 **5th class B Building 2**