

#### WALTER LEE ELEMENTARY SCHOOL

9491 Ash Street, Richmond, B.C. V7A 2T7 Telephone: 604.668.6269

Website: <a href="http://lee.sd38.bc.ca">http://lee.sd38.bc.ca</a>
Email: <a href="lee@sd38.bc.ca">lee@sd38.bc.ca</a>

Safe Arrival: 604.668.6269 & press 1

Principal: Mr. A. Chan School Trustee Liaison: Mr. David Yang





September 1, 2023

To Lee Lion parents and guardians,

We hope that you and your family have enjoyed your summer and that this email finds you healthy and rested. On behalf of the staff at Lee, we would like to welcome everyone to the 2023/24 school year.

Please see the following items for information for next week.

First Day of school is for 1 hour
Tuesday, September 5<sup>th</sup>
8:45am-9:45am

**Returning students** will be picked up by last year's classroom teacher at last year's drop-off and pick-up location.

<u>New students</u> will meet by the front playground at 8:45am and when prompted enter through door # 7. More information will be provided for new families for drop-off and pick-up for the rest of the week at 9:45am.

<u>Kindergarten students</u> have a separate gradual entry schedule. Please refer to the email sent in July.

## Wednesday September 6 – Friday September 8 are full school days

Kindergarten – follow the gradual entry schedule.

## Grades 1-7 - 8:45am-2:45pm

Please remember to pack your child(ren) a water bottle, snack and lunch. We are hoping to be able to transition all students to their 2023/24 classrooms by Friday, September 8th. More information will be shared through email by the end of the week.

# Health and Safety

Walter Lee school is a safe place to learn, work and play. We ask families to observe good health and safety practices.

- Stay home if you are not feeling well.
- Teach and model good hygiene.
  - We will continue to teach and model good hygiene practises. Staff and students will be encouraged to:
    - wash hands as a regular routine,
    - practice respiratory etiquette and
    - be aware of and respect everyone's personal space

## Early Warning and Absences

- Please inform the office if your child will not be able to attend during the first week of school and the expected return date.
- Call the early warning number 604-668-6269 & PRESS "1" or email <a href="lee@sd38.bc.ca">lee@sd38.bc.ca</a>.

If you have questions, please feel free to contact the school for more information.

Thank you,

Alfred Chan
Principal
Walter Lee Elementary