



August 2, 2022

Dear Parents and Families,

We hope you all had a wonderful summer. We are looking forward to welcoming students back into the building for the 2022-2023 school year. In an effort to ensure the safety of our school community, we are writing you with a few reminders and to inform you of several updates that you can expect for this school year.

### **Covid 19 Protocols**

We will continue to take extra steps to support the health and safety of your children and our staff. Great Oaks Charter School transitioned to a Mask Optional Policy during the 2021-2022 school year, this option is still in place for students, staff members and visitors. We kindly ask that prior to sending your child to school or visiting our school campus, please monitor for any Covid 19 symptoms and do not enter the school building if Covid 19 symptoms were present within the past 48 hours of your visit. We will continue to follow COVID-19 protocols in accordance with the CDC and as guided by the Bridgeport Department of Health.

### **Visitors Protocol**

Great Oaks Charter School front doors are locked during the school day and all visitors are required to ring our front entrance buzzer prior to entering the building. Upon entering the building all visitors will be required to sign in and show a government issued identification. Additionally all visitors must wear a visitor badge upon entering the building. Please note that at no time will Great Oaks Charter School allow visitors to disrupt our learning environment and we reserve the right to ask visitors to leave the building in the event that this occurs.

### **Morning Drop Off and After School Pick Up**

**ALL** Students who are dropped off in the morning or picked up in the afternoon by car must be dropped off and picked up on Railroad Avenue. We have crossing guards available if students need to cross the street on the corner of Railroad and Howard Avenue.

### **Parking**

**ALL** Cars must park on Railroad Avenue, or there is limited parking on Howard Avenue under the Bridge located at the corner of Howard and Cherry Street. There is **NO PARKING** allowed at any time on Howard Avenue in the bus lane or across the street from the school. Our school buses will be parked on Howard Avenue to drop off and pick up students who take the school bus. Howard Avenue is also a two-way street and can be dangerous during dismissal and arrival. Parents are not permitted to pick up or



drop off students on Howard Avenue. There are NO EXCEPTIONS to this rule as it is a safety measure put in place to protect our students.

**Early Dismissal**

If your child will need to be dismissed early from school, please be sure to send in a note with your child or you may contact our school prior to 1:30 p.m. Please note you must come into the main office to sign your child out when you arrive to pick them up. We kindly ask that you plan early dismissals prior to 3:00 pm for MS students and prior to 2:45 pm for HS Students.

High School students who are 18 and older are allowed to sign themselves out, however please be advised that if a note is not provided to excuse the early dismissal, this will be considered an unexcused absence.

Should you have any questions regarding our updated procedures please feel free to visit our website at [bridgeport.greatoakscharter.org](http://bridgeport.greatoakscharter.org) or you may contact our main office at 203-870-8188. Our main office is open Monday, Wednesday, Thursday and Friday from 7:30am to 4:00pm and on Tuesdays from 7:30am to 1:00pm.

Warm Regards,

*Latoya Hubbard*

Latoya Hubbard  
Director of Operations  
Great Oaks Charter School Bridgeport  
Approved by: John Scalice, Executive Director