

Dear Lower School Parents,

I hope that you are all having a wonderful, restful summer. It has been a joy to see students here on campus in our summer camps, and I look forward to seeing all students back on campus in a few weeks. While I do not want to rush the end of summer, I do want to provide you with some resources to help you plan for the 2022-2023 school year.

Our website has a tremendous amount of information available to you. I want to highlight a few pages that you may want to bookmark for later reference. [Here](#) you will find the planning calendar for 2022-2023. Our Lower School Community Handbook is linked [here](#). Also, we have created a New Family Brochure linked [here](#) that includes a wealth of information to help ensure a seamless transition.

Below I have provided orientation/open house details, along with general start to school information including uniform sales, immunization record needs, class list information, etc. Please pay special attention to dates and times and whether in-person or not as we have made some changes to make the process as efficient and effective as possible with nearly 400 students and parents.

Student & Parent Open House - Monday, August 15

All students and parents (PK-5) will have the opportunity to see their classrooms and meet their teachers on Monday, August 15, in an open house format. There are two time slots and students should attend during the designated time based on their last name. Please use the designated entrance locations to help with traffic control.

Time	Grades PreK - 5th
9:00-10am	Students & parents with last names starting with A-I
10:30am-11:30am	Students & parents with last names starting with J-Z

Grade Level	Entrance Location
PreK 3 & 4	Gate connected to PreK Playground
Kindergarten-3rd	LS Office entrance
4th & 5th	South End - Near Cafeteria

Parent Orientations

New & Returning Kindergarten-5th Grade Parents - Monday, August 15

We will provide two virtual orientation times for parents in Kindergarten through 5th grade on Monday, August 15, to go over the nuts and bolts of how the classroom operates. Both of these virtual sessions will be recorded for parents who cannot attend. Classroom teachers will email parents with directions to join

the virtual orientation by Monday morning. If parents cannot attend either session, please email your child's teacher to set up an alternative time to visit over the phone.

Time	Grades K - 5th
2-2:30pm	Parents should choose one session
3-3:30pm	Parents should choose one session

K-5 NEW Parent In-Person Orientation - Monday, August 15

New parents are invited to join Mrs. Schuhmacher in the Lower School Library for a new family welcome and orientation to the Lower School while their children play on the playground with other new students. Please note this is only for NEW Kindergarten through 5th grade new parents.

Time	Grades K - 5th
10-10:30am	Parents with last names starting with A-I
11:30-12pm	Parents with last names starting with J-Z

PreK 3 & PreK 4 In-Person Parent Orientation - Friday, August 19

12:00-1:00pm - All PreK parents are invited to join Mrs. Schuhmacher in the gym for a brief orientation. Parents will then visit the PreK classrooms and meet their child's teacher. Please note that students should not attend this day. They will have met their teachers on Monday, August 15, during the student orientation time. This is not mandatory, but simply an opportunity for parents to spend some time in the Lower School before their children start school on Monday, August 22.

4th & 5th Grade Locker Set-up

Our fourth and fifth-grade students will be able to decorate their lockers before or after their orientation time in the classrooms. Students are not required to decorate lockers, but we want to give them the opportunity if they desire. Students should not put stickers or items in lockers that will be difficult to remove.

Initial Medication Drop-off During Student Orientation

Please make sure that students are up to date on all immunizations (if your child is exempt from immunizations please make sure the documentation is provided to the school nurse). Your child's immunization records need to be turned into the office by August 17. There will be a nurse present during student orientation to collect your student's medication for the upcoming school year.

Students requiring an asthma or allergy action plan should submit them and their medications to Nurse Whitney Rawn on or before the first day of school.

Our annual flu vaccine clinic is scheduled for October 6, 2022.

New Faculty/Internal Moves

Click [here](#) for a link to new faculty and faculty moves within the Lower School.

Summer Assignments

Please click [here](#) to reference all summer enrichment opportunities and assignments.

Class Lists

Families will receive an email from Episcopal informing you of your child's class placement the second week of August when teachers return for In-Service. Our teachers have taken great strides to ensure that each of your children are placed in the best learning environment for your specific child, considering both learning needs and class makeup. We appreciate your trust during this process.

Used Uniform Sale

Used Uniforms are available in the Lower School Parents' Auxiliary room at any time during the summer from 8:30am-3:30pm on Monday through Thursday and from 8:30am-12pm on Fridays. Used uniforms will also be set up in the Lower School cafeteria on orientation day. Parents are welcome to come during any of those times listed below to shop. We will utilize the honor system during the Used Uniform Sale. FACTS forms will be available and can be left in the designated collection basket. No cash, checks, or credit cards will be accepted. Once school begins, used uniforms will return to the PA room. If you have any questions about the Used Uniform Sale, please contact auxiliary@episcopalcollegiate.org.

Shopping hours in the cafeteria will be from 8:30am-3:00pm on the following days:

- Monday, August 15
- Tuesday, August 16

Toggerly Pop-Up Shop - Thursday, August 4

The Toggerly will host a pop-up shop in the Middle/Upper School Dining Hall on Thursday, August 4, from 11am-6pm. All students will be able to try on and purchase new uniform items. Toggerly staff will be on hand to help with any fitting needs and orders.

Need Episcopal Spirit Wear?

Great news! We will have Spirit Day every Friday again this school year, unless notified otherwise. You can always shop Wildcat Warehouse [online here](#). Orders placed through the portal will be delivered to your child's Division Office and will be ready for pick up in classrooms/office after August 3. Please email Marcy Saoud with any questions about Wildcat Warehouse or to schedule a shopping appointment.

If you would like to shop in person, Wildcat Warehouse will be open during the following times:

- Thursday, August 4 - 8am-2pm during the Toggerly Pop-up Shop
- Monday, August 15 - 8am-2pm
- Tuesday, August 16 - 10am-2pm
- Beginning Wednesday, August 17, we are open during lunch Wednesdays and Fridays (12:00-1:30pm) for student/parent shopping. Additional hours will be posted once school starts.

Follow the Warehouse's Instagram account for more information [@episcopalwildcatwarehouse](#)

First Day of School Information

Wednesday, August 17 - Grades K-12, Regular School Uniform

Monday, August 22 - Pre-K 3 & 4, Regular School Uniform

I realize this is a lot of information to digest. Please know that we are available in the Lower School office should you have any questions. The [Back to School Resources page](#) is also an excellent source for information. I hope you and your children enjoy these remaining weeks of summer. We are looking forward to the 2022-2023 school year and will do all we can to make this a successful year for your child. We appreciate your trust and support as we work together to make this an enjoyable, yet safe and healthy learning environment for all.

Sincerely,

Catherine Schuhmacher

Head of Lower School