



Kingsway High and Preparatory School

10-12 Osbourne Road, Kingston 10

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Email: kingswayhighandprep@gmail.com or kingswayhigh@cwjamaica.com

January 12, 2021

Dear Parents/Guardians:

As indicated to you in our Closing Letter in December 2020, come January 18, 2021, Kingsway High and Preparatory School will begin face to face classes on a phase basis. To ensure that no student is left behind, we will be using dual modality, that is, face to face and online classes, simultaneously. Please review the table below to see the plans in place for your child/ward:

Class	Modality	Staggered Arrival & Dismissal Times
Grade 7	Face to Face - Monday & Tuesday Online – Wednesday, Thursday, Friday	8:00 a.m. – 1:45 p.m.
Grade 8	Face to Face - Monday & Tuesday Online – Wednesday, Thursday, Friday	8:30 a.m. – 2:15 p.m.
Grade 9	Face to Face – Wednesday & Thursday Online – Monday, Tuesday & Friday	8:00 a.m. – 1:45 p.m.
Grade 10	Face to Face – Wednesday & Thursday Online – Monday, Tuesday & Friday	8:30 a.m. – 2:15 p.m.
Grade 11	Face to Face – Monday to Thursday Online - Friday	8:45 a.m. – 2:45 p.m.
For parents/guardians who do not wish to have their child/ward attending classes face to face at all, accommodations will be made to have online classes for each year group (Grades 7 – 9)		

Lunch Time

Lunch time will be staggered to reduce physical contact.

Sanitization Period on Timetable

Sanitization periods are scheduled on the timetable and must be adhered to. Please ensure that this is communicated to your child/ward. Each student should also take his/her sanitizing kit to school each day. The kit should include: 1 extra mask, hand sanitizer, wipes, and sheets of tissue and hand towel. This is **mandatory**.

Disclaimer Form

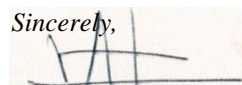
Before attending face to face classes, all parents/guardians are required to sign and submit a **Covid-19 Disclaimer** on behalf of their child/ward. This was sent in the WhatsApp Groups and is also available at the office. **Signing is Mandatory** if you choose to have your child/ward attend face to face classes.

Meeting

A meeting will be held via Zoom Platform on Wednesday, January 13, 2021 from 3:00 p.m. – 4:00 p.m. This is to facilitate all questions that parents/guardians may have. You may also call the school's office. **Meeting I.D.83995266719 Passcode 654465.**

Changes to the information provided above will be communicated to parents/guardians on a timely basis.

We thank you for your usual cooperation and support and look forward to seeing all students starting January 18, 2021.

Sincerely,


.....
Alethia Williams (Mrs.)
Principal

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