



# Loreto Secondary School Clonmel

Coleville Road, Clonmel, Co. Tipperary

Sunday 23<sup>rd</sup> August 2020

## RE: Lost Property collection tomorrow Monday 24<sup>th</sup> August 2020

Dear Parents/Guardians and Students,

We hope that you are well and that you are staying safe. We are looking forward to seeing you all back at school very soon.

Even though we sent many messages and individual texts in June regarding collecting lost property we still have a lot of unclaimed books. Every **book (not clothing)** that has been found around the school has been re-located to under the stairs in La Scala (i.e. beside rooms 8, 9, 10, 11). However, for health and safety reasons we need to either return these to their owner or recycle the books before our phased return to school happens (i.e. so that on our return books are not handled by multiple people and so that the area can receive a deep clean).

To that end we are requesting that if you believe you have books under the stairs in La Scala that you attend school tomorrow between 9am and 4pm. (*Note: all books will be sent for recycling at 4pm*).

If you are attending, please do so using the following procedures:

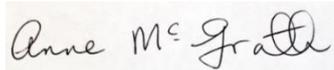
- Go to your Year Group Team where this letter is also posted and reply with a comment to let us know you are coming to look for lost property
- If you believe that you have book(s) under the stairs you may enter the building
- **Only one person from the family may enter** i.e. the student or the parent/guardian, but not both
- Do not arrange to meet another student or other families at the school
- While on the school campus **WALK ON THE LEFT**
- Walk up the driveway and past the staff room window to enter La Scala using the emergency exit
- **One person at a time ONLY** may be inside the building – please wait outside in an orderly queue 2m apart until it is your turn to enter La Scala
- Sanitise your hands outside the door
- Put on your own face mask
- Each person should spend a **MAXIMUM of 10 minutes** searching for books
- Sanitise your hands outside the door
- Walk immediately off the campus

If you have any of these symptoms of COVID-19 **do not attend school** and you should seek medical advice:

- a fever (high temperature - 38 degrees Celsius or above)
- a cough - this can be any kind of cough, not just dry
- shortness of breath or breathing difficulties
- loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Thank you for your cooperation in following all of the above.

Yours faithfully,



Anne Mc Grath,  
Principal



Sarah Rice,  
Deputy Principal



**Our summer holiday prayer:**

May we make our homes places of relaxation,  
joy, love, peace and safety.

May we be generous and considerate,  
not thinking only about ourselves,  
but helping others enjoy the blessings of the summertime.

Grant us refreshment of mind and body.