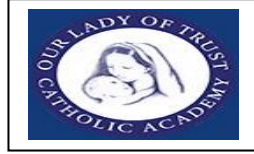


Our Lady of Trust Catholic Academy

1696 Canarsie Road
Brooklyn, New York 11236



718 241-6633 (ph.)
ourladyoftrustca.org

March 13, 2020

Dear Parents/Guardian:

It has been an extremely long week with constantly changing information and decision-making regarding the Coronavirus. As of this morning the Superintendent of the Diocese of Brooklyn and Queens has decided that all of the Catholic Academies in the Brooklyn Diocese will be closed from Monday, March 16, 2020 to Friday, March 20, 2020. At this time, academies are scheduled to open on Monday, March 23, 2020. If that changes you will receive an Option C alert regarding further updates as they are provided by the Diocese.

At this time, Monday, March 16 will be a Professional Day. We will have work posted on google classroom for grades 5 through 8. Your child will have to login and complete the assignments. For the grades Pre-K 3 to grade 4 we are sending home packets with the students today. The students will also be sent home with any workbooks or textbooks that they will need to complete their assignments. If additional assignments need to be added grades Pre-K 3 to grade 4 will need to check Option C. Teachers will post any additional assignment if needed on Option C. Students in grades 1 through 8 will check google classroom for any additional assignments. We are making every effort to have student learning continue during this difficult time. (**Google Logins are the student's first name and year they will graduate.**)

We are also asking that from Tuesday, March 17th through Friday, March 20th that each student login in to their Option C account on a daily basis. You do not have to login on Monday, March 16 because we are classifying the day as a Professional Day so students would not be expected to be in school. If you do not have your Option C login you would need to e-mail the school so that a new e-mail can be sent to you. We ask that you do this no later than Monday, March 16th. **Please e-mail Candice Barcia at (cbarcia@ourladyoftrustca.org) if you need your login reset. Please include student name and grade.**

With regard to report cards, I will be contacting you through Option C as to how the Report Cards will be distributed.

The school will be going through two deep cleaning sessions while we are closed to ensure that every precaution has been taken to keep your children safe at this time.

I am sorry for any inconvenience this may cause but we are making every effort to keep everyone safe.

Sincerely,

Mrs. Wilkinson

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