



SCHOOL SAFETY AND SECURITY 2015-2016

This message is sent as a follow-up to the letter sent home on the first day of school. In order to provide our students with a safe learning environment, we will be adhering to strict school policies to include the following beginning on August 26, 2015:

MORNING LINE-UP

Kindergarten students will report directly to the cafeteria where their teachers will pick them up at 8:15am. First through fifth graders will line-up on the P.E. Court where the teachers will pick them up at 8:30am.

VISITING THE SCHOOL

Any adult entering the building will not be allowed to enter the classrooms without a scheduled appointment and a visitor's pass.

All visitors must sign in (date and time) in the Visitor's Binder (located at the Security Desk or the Main Office) and receive a visitor's pass before going beyond the office for any school-related business.

Pre-K and ASD parents will be issued an annual visitor pass.

ARRIVAL AND DISMISSAL

The pick-up/drop-off area has been designated at the front of the school.

Parents of students in our Pre-K and ASD programs will be issued special parking passes to enter and park in the north parking lot at arrival and dismissal times.

During dismissal, students waiting for a parent/guardian will be supervised by Teachers, School Security and/or Administrators in the front of the building.

It is the parent's responsibility to ensure that their child is picked up promptly at dismissal. The dismissal hours are: 1:50 pm for Pre-K, K and 1st grades; 3:05 pm for 2nd through 5th grades.

Thank you for your cooperation.