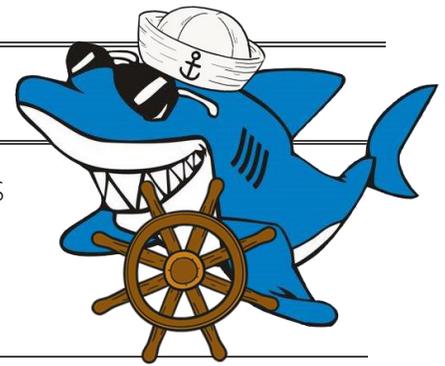


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## PARENT NOTICE

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TO: NAPLES PARK ELEMENTARY SCHOOL PARENTS & GUARDIANS  
FROM: MICHELLE AUGER, PRINCIPAL  
SUBJECT: ARRIVAL/DISMISSAL PROCEDURES  
DATE: AUGUST 16, 2019

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I would first like to officially welcome RACHEL SLAVEN. She is our new crossing guard. Rachel comes to us from Golden Gate Elementary School. I have spoken to her about all of our procedures and hope that we can get everyone on the same page so traffic runs as smoothly as possible. It would be important to share that Rachel is not allowed to direct traffic, her job is to get students across the road safely. There will be times that things back up but staying positive and respectful is always helpful. I have added a picture so you all will recognize her. Please make sure you say "HI"!

### MORNING DROP-OFF

- 🌐 This is a reminder that if you are dropping off your child (not in SACC) it is not necessary to arrive any earlier than **7:45AM**. The gate will not be opened and children will not be allowed in the building until **7:45AM** when there is adult supervision available. When cars wait in the drop off/pick up line too early it impedes staff from getting to their assigned parking spaces.
- 🌐 **Only RIGHT hand turns into our parking lot are allowed for parents picking up or dropping off students.** If you are traveling east on 111<sup>th</sup> Avenue and need to turn around to join the line, it is imperative for you to do so safely. **PLEASE DO NOT MAKE A U-TURN IN THE ROAD OR CUT CARS OFF.**

### AFTERNOON PICK-UP

- 🌐 When picking up your child after school, it is not necessary to get here before **2:30PM**. The gates will open at 2:30 so please plan your arrival appropriately. LEFT hand turns from 111th Avenue into the driveway are not allowed if the line is still on the street. When you are heading West on 111th Ave N, if the driveway to the school is full, you will need to pull over onto the North shoulder of the road to allow for traffic to continue flowing. If you are traveling East on 111th Ave N, you will have to drive past the school driveway in order to find the end of the line, turn around and get into the line. Left hand turns into the school driveway are not permitted during dismissal. **PLEASE DO NOT MAKE A U-TURN IN THE ROAD OR CUT CARS OFF.**
- 🌐 Please be sure to have a yellow pick up card displayed in your window. If you don't have a card, you will need to park and come in the front office to show your identification.
- 🌐 When you pull up to the entrance of the school, the person calling cars will announce your child's name and tell them where to wait for your car to pull up. There are two lanes of traffic that flow through car rider line, so it is important to put your car in park while your child is loading. When you pull up for your students to load into your vehicle, please remain in your

car and a staff member will escort them to the vehicle. During this time, please refrain from using your cell phone for the safety of all children and adults.

- 👉 When you are exiting the car rider line, if you are in the right lane you must take a right toward the church parking lot. If you are in the left lane, you must take a left toward the way you entered. **It is highly suggested that you take a right as you leave school campus onto 111th Avenue to keep traffic flowing.**
- 👉 Please advise anyone that may be picking up or dropping off your child of these procedures. Over the years we have worked hard to make car pick-up as smooth as possible for everyone involved. We do encourage parents to let their children ride the school buses that are provided by the district.
- 👉 Kindergarten students should have an adult or an older sibling (4<sup>th</sup> or 5<sup>th</sup> grade) meet them to cross the street at the sidewalk on 111<sup>th</sup> Ave N. Kindergarten students that do not have an adult/sibling will be brought back to the school office. **We do not do office dismissals after 2:00PM.** Office dismissal should be used for times when a child needs to be dismissed during the regular school day.

Your attention to the above will help make things better for all of us! Thank you for your continuous support! If you have any questions or concerns please do not hesitate to contact me.