

# NORTH MIANUS SCHOOL

309 Palmer Hill Road • Riverside, Connecticut 06878 • (203) 637-9730

*Mrs. Angela Schmidt*

Principal

*Ms. Jennifer Bencivengo*

Assistant Principal

November 20, 2009

Dear Parents,

At a recent PTA meeting, I discussed the concerns I had about arrival and dismissal procedures and building safety in general. Thank you to the parents who were present and for the invaluable feedback they provided.

Some of the concerns discussed at the meeting related to visitors in the building without signing in, parents walking students to classrooms and holding informal conferences leaving children unattended, and the need to lock doors promptly at 8:50 am., building independence in our students.

**As a result of these concerns, we will be initiating the following procedures.**

- ***Grades 2-5 (after Thanksgiving) children will walk to their classrooms on their own.***
- ***K&1 students - Starting January 4<sup>th</sup> (after holiday recess) all children will walk to their classrooms independently.***

In order to facilitate these new procedures we will have the following steps in place: A staff member and members of the North Mianus Safety Patrol will be located near our morning greeter station to help students get to their classrooms.

At 8:50 am. all doors will be locked. Students arriving after 8:50 am. will only be allowed to enter through the front doors and must check in with the office.

**Just a reminder that the bus circle in the front of the building is not available for other traffic until 9:00 am** so if you are dropping off your child late, you must park in back and walk your child to the front door. Cones are placed in the front circle and are removed after 9 am. to ensure student safety.

All visitors must enter through the front door and sign in as a visitor. If you do not have a visitor's sticker on, a staff member will ask you to go back to the office to obtain one.

If there is a change in dismissal arrangements, parents are encouraged to send written notes to the classroom teacher. We must keep interruptions in the classroom to a minimum.

Of course, parents/visitors are always welcomed into our building, our goal is to keep teaching and learning interruptions at a minimum and to ensure school safety. We understand if you need to walk in with that special birthday treat or to help out with a classroom celebration.

Sincerely,

Angela Schmidt  
Principal