

# Westlake Middle School | An IB World School

## Mt. Pleasant Central School District



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Dear WMS Families,

We look forward to seeing you back at Westlake Middle School on Tuesday, September 3rd! In order to ensure a safe and efficient drop-off procedure in the morning, we would like to remind you of a few important details:

- Between 7:00 am and 7:15 am, students may only be dropped off at the main entrances to the middle/high school.
- Between 7:15 am and 7:30 am, when school buses are arriving, students may only be dropped-off at the rear circle. Mini-buses are also dropping-off students at the rear circle, so please do not double park or leave your vehicle unattended.
- After 7:30 am, students may only be dropped-off at the main entrance to the middle school. Students arriving after 7:35 am will be marked as “late to school” by our greeter.

There is a security guard at the fork who will be helping to enforce these procedures. Please know that this is in an effort to help the traffic flow and to maintain the safety of our campus.

Other Reminders:

- For those who ordered school supplies, they will be available for pick-up in the gym lobby August 30th from 8 a.m. – 1 p.m. Remaining school supplies will be available for students to pick-up in our main office. Faculty will help facilitate this process on the first day of school on September 3rd. *WMS will not be open to families prior to Aug. 30th.*
- In order to provide extra time to organize at the start of the year, Westlake Middle School will be open for evening self-guided tours on September 4th and September 5th from 5:00 p.m. - 7:00 p.m.

Sincerely,  
Anthony Mungiola  
*Principal*

Christine Parrottino  
*Assistant Principal*