



The School for Global Leaders

Middle School 378

145 Stanton Street, New York, N.Y. 10002

Tel: 212.260.5375 | Fax: 212.432.5586

January 30, 2019

Dear Parents and Guardians:

With the cold weather upon us, we are happy to see our students coming to school warm with all of their winter gear.

In order to ensure that students' outerwear and belongings are kept neatly and safely in the school building, all students have been assigned an individual locker. **Student outerwear and items like umbrellas must be stored in a locker for the duration of the day.** Without exception, students are not to be in their coats in class or carrying them around from class to class.

We have locks for sale or for rent in the building for \$3. If you return the lock in June you will get your \$3 back! Have students see Mrs. Campos to pick up a lock for their locker.

Please note that if your child does not put their outerwear/belongings in their assigned locker with a lock, SGL is not responsible for any lost, stolen or damaged outerwear or other belongings that should have been secured, nor will loss or damage of those items be investigated by school staff.

Thank you for your help and support!

Sincerely,

A stylized, handwritten signature in black ink that reads "K. Ricks".

Keri Ricks
Principal

*Keri Ricks, Assistant Principal
Cheryl Campos, Assistant Principal*