

Dear Parents and Guardians,

Per the Superintendent's notice regarding a **potential** bus driver strike, we are making plans for the arrival and dismissal of students. **In the event you are notified** that the bus drivers have gone on strike, the following procedures will be implemented:

Arrival Procedure:

Cars **MUST** enter from the Soundview Avenue entrance and exit onto Willoughby Road. Cars **MUST** stay in line and not pass any others for the safety of all. Students should exit the car from the right hand side onto the sidewalks which will be extended to the sidewalk near the front ballfield . Staff will assist students into the school building.

Should parents need to park to assist their child from the vehicle, once again you must use the Soundview Avenue entrance and pull into one of the parking spots at the north end of the building. Please walk your child across the roadway to the doors at that end.

Dismissal Procedure:

Due to limited parking at Elizabeth Shelton School, we will dismiss students in shifts. Please arrive to pick up your child during their time slot listed below. Cars **MUST** enter from the Soundview Avenue entrance and exit onto Willoughby Road. We ask that you leave school grounds immediately after picking up your child/children so that the next group of parents may park.

Students will be dismissed from the grade level of their youngest sibling. For example, if you have a child in Kindergarten and Second grade, both students will be dismissed from the Kindergarten dismissal location.

- **3:20- Kindergarten Dismissal** from the library in the back of the building
- **3:30- First Grade Dismissal** from the gym in the back of the building
- **3:40- Second Grade Dismissal** from the cafeteria in the back of the building
- **3:50- Third and Fourth Grade Dismissal** from the Third and Fourth grade wing on the side of the school

For families who will be driving their children to and from school, but who have to leave earlier than the start time of school for work or cannot get out of work early, please indicate below if you might need assistance.

Carpooling is highly encouraged. If it necessary to have someone other than yourself or someone that you have listed pick up your child during the strike, we will need that information.

We appreciate your flexibility and patience during this time.

Child's Name _____ Teacher _____

Parent(s) Name(s) _____

Person(s) other than a parent picking up my child: _____

Relationship to child: _____

Before School Assistance _____

After School Assistance _____