



The Rose E. Scala School
Public School 71/Preparatory Academy at 71
3040 Roberts Ave. Bronx, N.Y. 10461
718.822.5351

PARENT LETTER #9

September 27, 2017

Dear Parents/Guardians,

Please note that dismissal times are as follows:

Kindergarten, First, Second, Third and Fourth grade dismiss at 2:40 p.m.

Five, Six, Seven and Eight dismiss at 2:20 p.m.

Please refrain from signing out your child early from school.

We will be enforcing a *No-Early Sign-Out Policy* except in the case of an emergency. In order to provide uninterrupted lessons and a disruption to the school day, we ask that you cooperate with us on this issue. If you need to pick up your child before the regular dismissal time, please notify your child's teacher in advance to let her know the time you are coming to pick up your child. When you come to pick up your child, you will need to enter through the school's main entrance, show photo ID to our school safety agent and sign in at the front desk. You will then report to the main office, and let one of our secretaries know that you are picking up your child. Please identify yourself and your relationship to the child and provide the child's name and class. Anyone coming to pick up your child, must show photo ID, be listed on the blue Emergency Contact Card and be 18 years or older. There is a sign-out book that is located on the counter in the main office. You must sign your child out before you leave the main office with your child.

If you arrive 15 minutes prior to the regular dismissal time, your child will not be released early. You will need to report to your child's dismissal location to pick up your child during his or her regular dismissal time.

We appreciate your cooperation in helping us provide a safe learning environment for all students.

Sincerely,

Margaret Mirando
Principal

MM: as

Margaret Mirando
Principal

Natalie DeLillis

Caitlin Mondelli
Assistant Principals

Raquel Quesada