

Dear Salem School Families,

In an effort to enhance safety during student drop-offs, we have instituted a change to our current drop-off procedure.

Effective SY2015-16 the drop-off procedure for all PK-8 students will change as follows:

BETWEEN 8:30 – 8:40 AM

Parent drop-off will be in the back of the building only.

Bus drop-off will continue to be in the front of the building.

No parents/guardians will be permitted in the staff parking lot or the bus loop during this time.

In the back drop-off area, parents must pull forward as far as possible and follow the traffic pattern.

Parents must drive slowly and carefully on the access road and parking lots to prevent accidents.

No parking in the rear of the building is permitted from 8:00 AM – 3:30 PM.

The pick-up procedures have not been modified. Parents/guardians are asked to park in the front or overflow lot (please do not park in reserved or handicapped spaces, unless legally permitted) and sign their child out at the greeter station. A photo ID is required to pick up a student.

**Thank you for
joining us to
ensure safety
for all!**

Joan Phillips, Principal
and the Salem School
Learning Community



SALEM SCHOOL

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NEW
**STUDENT
DROP-OFF
SAFETY
PROCEDURES**

SY2015-16

Arrival: 8:30 AM – 8:40 AM

(Please note that the access road and side lot will be paved when school starts.)

★ **Parent Drop-Off Location**

