



Special Safety Edition

Dear Families of University Elementary,

This is a Special Edition Safety Memo created to ensure student safety as our students return to school tomorrow morning! We need your help! Please take just a couple minutes to read this memo. Thank you for support! We are eager to begin a wonderful school year together!

Sincerely,

Dr. Gretchen Morgan



University Elementary School

1111 N. Russell Rd.
Bloomington, IN 47408
Phone: (812)330-7753

Website:

<http://www.mccsc.edu/university>

Arrival and dismissal at parent drop off/pick-up location:

WE ENCOURAGE STUDENTS TO RIDE THE SCHOOL BUS. IF YOU DECIDE TO BRING/PICK UP YOUR STUDENT INSTEAD HOWEVER, PLEASE NOTE THE FOLLOWING SAFETY MEASURES:

Beginning of school day:

Parents walking their child(ren) into school should park and use the designated crosswalk. Please leave the school through the same door that you entered. Please do NOT leave the school through the back door by the School Age Care exit. This results in a pedestrian safety issue near the drop off line of cars.



End of school day:

- *Kindergarten parents* should arrive at 3:40 to pick their child up. We dismiss 5 minutes early for our Kindergarten students to help with traffic congestion and safety for our youngest students.
- Please ensure that your child knows how he/she will get home and that the teacher knows as well. This is critical all year long, however, extra critical these first few days of school.

All Parents:

Dismissal is at 3:45. Parents must pick students up by 4 p.m. Parents should enroll their child in the School Age Care Program if unable to pick their child up by 4 p.m.

We encourage parents to join the line of cars to pick students up. We will have your child(ren) ready for you at the “waiting area” and make this as efficient as possible. If it is necessary to park and wait for your child under the awning, please arrive BY 3:45 so your child sees you right away and we can clear that area. Students whose parents are not here by 3:45 will proceed to the “waiting area” and should wait there until the parent pulls through the line in the car or until the parent actually comes across the crosswalk and under the awning. Once you have your child(ren), we ask that you leave the area and proceed to the playground if you wish to socialize with other families. This will enable us to make our space less crowded and will help us facilitate an efficient and safe dismissal for our remaining students. **WE ASK THAT FAMILIES DO NOT CONVENE ON SIDEWALK OR GRASSY AREAS AS WE DISMISS STUDENTS.** We will enforce this so we can keep everyone safe.



Other IMPORTANT REMINDERS to keep our students safe:

- It is important not to cross the street to or from the school anywhere other than the crosswalk at any time.
- Please be sure to watch for direction from our crossing guard at the crosswalk area. The area is also marked clearly with cones for both lines. Thank you for being cautious and stopping in front of the cones and crosswalk.
- If you are dropping off your child in the morning please help us to make the line go quickly by making sure your child is ready to exit the car when you pull up.
- Please do not try to pass other cars when in the line.
- If your child cannot fasten own seatbelt – please park and walk your child to parking lot so as not to hold up line.
- **Please refrain from parking across Russell Road or at the church during arrival or dismissal time. Russell Road is a high traffic area, and this is a safety issue. We will enforce this so we can keep all our families safe. Thanks for your understanding.**

*Thank you for helping us keep our University students safe!
We appreciate your support!*