

Dear Brass Families,

To clear up the congestion in the parking lot before and after school, please make note of the following safety procedures:

Before School:

- Do not leave your car unattended when dropping off your child.
- Maintain a single file to keep the flow of cars moving forward through the drop off/pick-up lane.
- If you need to enter the building, you must park your car in a designated parking spot.
- Do not park along the side walk next to the school building.
- Do not double park or block other cars.

After School:

- All students are released to the back playground area, with the exception of Pre-K.
- Parents of 1<sup>st</sup> – 5<sup>th</sup> grade students may wait for their children in the parking lot.
- Parents of kindergarten students must meet their child at the back playground.
- If waiting for your student in the drop-off/pick-up lane, you must remain with your vehicle.

Thank you for your cooperation in the matter. Our goal is to keep the flow of traffic moving forward while keeping our children safe!!

The Brass Community School Safety Committee