



Waterford Township
School District

Brenda Haring, EdD/CI
Superintendent

Heather Kondas
Principal

September 2021

Dear Waterford Elementary Families:

Welcome! The District is respectfully requesting that all families dropping off and picking up follow the procedures outlined below. Please see the attached map to assist with directions.

Arrival Grades 3 and 4

- Parent drop off for grades 3 and 4 will be in the parent drop off loop in the front of the building.
- Parents will drive through the loop and drop their children off.
- Student temperatures will be checked prior to entering the building.
- Parents are not permitted to park and walk their children up to the main entrance.
- Please be mindful that there may be children walking up to the entrance and careful driving is expected.

Arrival Grades 5 and 6

- Parent drop off for grades 5 and 6 will be in the rear of the building by the district offices.
- Parents with students in grades 5 and 6 will enter the parking lot via Lancaster Lane and proceed to the rear of the building
- Parents will drive up to the entrance and drop their children off
- Parents are not permitted to park and walk their children up to the entrance.
- Please be mindful that there may be children walking up to the entrance and careful driving is expected.
- Parents will exit the parking lot via Lancaster Lane

Dismissal Grades 3 and 4

- Dismissal will operate in a similar fashion. Parents will enter the parking lots in the same way that they did for student drop off.
- Parents must wait in their car for the child.
- Please create a sign to display in your window to help us identify your child.
- A staff member will ask you to hold up your licence through the window in order to check ID. Once confirmed, your child will be called for dismissal.



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- Please be mindful that there may be children walking from the entrance while you are waiting , and careful driving is expected.

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- Parents must wait in their car for the child.
- A staff member will ask you to hold up your licence through the window in order to check ID. Once confirmed, your child will be called for dismissal.
- Please create a sign to display in your window to help us identify your child.
- Please be mindful that there may be children walking from the entrance while you are waiting , and careful driving is expected.

If you have any questions, please feel free to contact me through email or by phone. Our goal is to create a safe and smooth drop-off for our children. I appreciate your support and understanding as we work through this new experience together.

Respectfully,

Heather Kondas

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