

IMPORTANT INFORMATION CONCERNING DROP OFF/PICK UP

NEW!! Changes to Morning Drop-Off Procedure

In preparation for the new school year, it is necessary to note **the changes in the morning drop off procedure ONLY** that have been implemented due to the addition of a daily 20-minute recess and the consequent lengthening of the regular school day.

Morning drop-off is now scheduled for 8:50am for all students. There is no longer a ***“STOP and DROP”*** time period (teachers assisting students out of their parent’s car).

Parents must park their cars and present themselves with their children, at the two drop off locations by 8:50am sharp. Homeroom class begins at 8:55am.

DROP OFF STATION 1: Kindergarten, grade one and grade two students must be dropped off at the gate on Martin Street by 8:50am. Parents are to park and escort their children to the gate. The parking signs have been altered to accommodate the shortened drop off period and alleviate morning traffic congestion with the collaboration of the City of Laval, our police liaison and our SWLSB Transportation Department.

DROP OFF STATION 2: Students in grade three to grade six must be dropped off on Marian Street (NEW ADDITIONAL LOCATION) and enter via the gated walkway parallel to our school by 8:50am. Parents may park on Marian Street or in the large staff parking lot but **MUST exit their cars and escort their children to the walkway entrance.**

N.B. If you have a child in Kindergarten to grade two and another in grade three to grade six, you may choose which drop-off area to use however, for safety reasons in both drop off locations, it is imperative that you exit your car with your child and escort them to the gate or gated walkway. The main entrance is not available to drop off your child in the morning unless arranged by administration for special pre-approved accommodations. **All students are expected to be on time at school each day.**

****PICK-UP REMAINS STATUS QUO.**

**KINDERGARTEN WILL BE PICKED UP AT THE MAIN ENTRANCE OF THE SCHOOL ON LISANE STREET.
GRADE 1 – GRADE 6 STUDENTS ARE TO BE PICKED UP FROM THE GATE LOCATED ON MARTIN STREET****

Thank you for your cooperation and understanding,

T.O.E.S Administration

