



8/28/15

Dear Transitional Kindergarten, Kindergarten and First Grade Parents,

San Elijo Elementary School and the San Marcos Unified School District are continually re-evaluating our school's existing safety plan and security measures. Below are the arrival and dismissal policies for transitional kindergarten, kindergarten and first grades.

## FIRST GRADE

**Arrival-** The following drop off and pick policies will be in effect starting on the first day of school Monday, August 31st. Please drop your children off at the main gate or the back gate adjacent to the back trails starting at 8:15 for grades 1-5. The back gate will be only be open to students from 8:15-8:45. We will have supervision at these gates, as well as on campus. **We are allowing parents to come on campus in the morning (8:15-8:45) for only the first week of school.**

**Dismissal-** 1st grade students will be dismissed at the side gate where teachers and parents will have a hand-to-hand dismissal. Please look for signs with the teacher's name for exact locations. **Parents will not be allowed on campus through our gates during dismissal, effective the first day of school, August 31st.**

## KINDERGARTEN

**Arrival-** The main gates will be opened to AM kindergarten students from 8:10-8:15. Parents are to stay on the outside of the gates. PM parents can use the drop off lane starting at 11:45, a school employee will help assist your child out of the car and through the gate.

**Dismissal-** AM students will be brought to the front gate at 11:50 and the teacher will provide a hand-to-hand dismissal. PM students will be brought to the front gate at 3:25 and the teacher will provide a hand-to-hand dismissal.

## TRANSITIONAL KINDERGARTEN (TK)

**Arrival-** The KOC gate will be open from 11:40-11:50 for all TK students. The TK teachers will be at the gate to meet the students.

**Dismissal-** PM TK students will be dismissed at the side KOC gate at 3:25 for dismissal. The teacher will provide a hand-to-hand dismissal.

We appreciate your understanding and cooperation with these important school procedures.

Sincerely,

Carolyn Kalicki and Jimmy Miringoff