



Eglinton Public School

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Stevan Ivancevic, Principal Andrea Goldfarb, Vice Principal

November 13, 2014

Dear Parent/Guardian,

In our efforts to ensure that all of our students remain safe, we would like to review our pick-up procedure/protocol with you. After receiving this notice, please take some time to discuss with your child and make them aware of their own important role of self-advocacy.

First of all, school is dismissed at 3:30 p.m. Please endeavor to arrive with plenty of time to receive your child as they are being dismissed. Primary students (Grades 1-3) are delivered to the pick-up person through a visual contact. Junior students (Grades 4-6) are dismissed into the yard at 3:30 p.m.

We realize that there may be an occasion where you or the designated pick up person will not arrive on time due to unforeseen circumstances. School staff will be in the yard until 3:45 p.m. supervising. In the event that your child has not been picked up by 3:45 p.m., please direct your child to seek out the duty teacher wearing the orange vests. At this point, students will be escorted to the office and calls can be made to you to ensure that your child will remain safe and be picked up accordingly.

Further to this, if you (or your designated pick up person) are running late, please call the school and let us know so that we can look out for you child. Our phone number can be located at the top of this letter.

Thanks for helping us to keep your child safe.

Regards,

Stevan Ivancevic

Andrea Goldfarb

Stevan Ivancevic
Principal

Andrea Goldfarb
Vice Principal