



Middle Township Elementary No. 1

215 Eldredge Road
Cape May Court House, New Jersey 08210-2499
Telephone: (609) 463-1900 ext. 1204
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CHRISTIAN PASKALIDES
Principal

DONALD ROBERTSON
Assistant Principal

February 22, 2018

Dear Parents,

Our move-in date is confirmed! All preschool classes will occupy the new wing starting Monday, February 26th. As such, the following procedures will go into effect.

Preschool- Physical Location

Preschool will no longer be held in the annex. The new preschool wing is attached to the main building near the main parking lot (off Sayre Road).

AM Bus Arrival (no change)

There are no changes to AM bus arrival. AM preschool students will continue to enter the building and gather in the café starting at 8:40 am.

AM Parent Drop-off- 8:40 am (new procedure)

Parents who are dropping off their preschooler should park in the main parking lot (off Sayre Road) and enter through the preschool wing. A staff member will be stationed inside the doors to receive students. **You MUST escort your child into the preschool building and sign them in for direct exchange of custody.** Please do not drive through Eldredge Road until after all busses have arrived (approximately 8:55 AM).

AM Parent Pick-up- 11:15 am (new procedure)

Parents who are picking up their preschooler after the AM session should park in the main parking lot and pick up students inside the preschool building. You will be required to sign your child out (be prepared to show identification).

continued

PM Parent Drop-off- 12:45 pm (new procedure)

Parents who are dropping off their preschooler for the PM session should park in the main parking lot (off Sayre Road). A staff member will be stationed outside the doors to receive students. **You MUST escort your child to the preschool building and sign them in for direct exchange of custody.**

PM Parent Pick-up (no change)

Parents who are picking up their preschooler after the PM session should park in the main parking lot and enter the building through the D-wing doors (gym). Parents should proceed down the hallway and check-in at the desk (be prepared to show identification). Your child (children) will then be released, and you will exit through the D-wing doors.

Early Dismissal (new procedure):

Early dismissal will be handled through the main office. PM early dismissal will **NOT** be permitted between 2:45 and 3:10 PM. We kindly ask that you make arrangements around these times, and keep in mind that students will only be dismissed from parent pick-up after 3:10 PM.

If you need to pick your child up from parent pick-up or sign your child out early (before 2:45 PM), please send in a **dated** note. Please do not email the teacher in case there is a substitute on any given day. If you have to call, please do so as early as possible.

Thank you in advance for your cooperation and understanding during this period of transition. Please keep in mind that the aforementioned procedures were designed to ensure the safety and productivity of our students. If you have any questions or concerns, please feel free to contact the school at 463-1900.

Sincerely,

Christian J. Paskalides
Middle Township Elementary #1 Principal

*There is always one moment in childhood
When the door opens and lets the future in.*

“An Equal Opportunity Employer”