

Important Safety Notice

- Let **Children** out on the **SIDEWALK SIDE** of the car **ONLY**
- **Cross** Barnard Street with the **CROSSING GUARD ONLY**
- **HOLD** young children by the **hand when walking through the parking lot**

Elementary classes all start at 8:45. Please ensure the children are in class by 8:45 and that elementary cars arrive to Barnard Street after 8:30 to facilitate the preschool/extended day families' arrival – 8:15 to 8:30. We appreciate your efforts to this important request.

Class Times: Arrivals must enter through the **front doors** only. Times are staggered for safety concerns and to help ease the parking situation. **Please note the times to arrive at the Barnard Street area and drop the children off quickly ONLY at the designated time, to free up parking for the next group.** Thank you!

AM Preschool – Class doors open at 8:20 AM

- Classes start at 8:30 AM **SHARP**
- End at 11:30 AM
- Pick up at the parking lot gate

Extended Day – Class doors open at 8:20 AM. Room 8+3 arrive at back gate.

- Classes start at 8:30 AM **SHARP**
- End at 3:00 PM (children will be at the gate by 3:00 PM)
- Pick up is at the parking lot gate

Elementary – Room 4, 5, 6

- Arrival at 8:30 AM (not before) – line up outside
- Classes start at 8:45 AM **SHARP** – please have children arrive on time
- End at 3:15 PM (**Please do not arrive to the Barnard Street area & park before 3:10 PM**)

Elementary – Room 9 & 11

- Arrival at 8:30 AM (not before)
- Classes start at 8:45 AM **SHARP** and
- End at 3:30 PM (**please do not arrive to the Barnard Street area & park before 3:25 PM**)
- Pick up is at the parking lot gate for room 9
- Pick up is at the Barnard Street cloakroom door for Room 11

PM Preschool – Class doors open at 12:50 PM

- Classes start at 1:00 PM **SHARP**
- End at 4:00 PM
- Pick up is at the parking lot gate

If you know you are going to be more than 5 minutes late to pick up your child, please call another parent in your child's class and ask them to pick up or wait with your child. Please also inform the office of any alternative arrangements. We remind parents to please inform the office **in writing** if anyone other than the parent is going to pick up your child. 'Late pickups' will be waiting in the office area. An occasional late is understandable. However, repeat lates will be noted and reminders sent home.