**To: HFWA Community**

**From: Anthony Majewski, Principal**

**Stephanie Carroll, Assistant Principal**

**Re: SAFETY - Morning Drop-Off & Afternoon Pick-Up**

**Date: September 6, 2017**

First, students can start arriving at school at 7:19 AM. We are asking that all students arrive at school no later than 7:30 AM each day to reduce chances of being late (**47% of HFWA students were chronically late last year**) and to provide them time to eat breakfast in the cafeteria. Breakfast and lunch are free for all students.

Last year, a student was hit by a car crossing the street to school. We are respectfully asking all families to adhere to following expectations to ensure the safety of all students. Please make sure you provide this information to the individuals who are dropping off your child in the morning and picking them up in the afternoon.

**Morning Drop Off**

* The drop off zone along the front of the school is anywhere there are not yellow signs. Do not drop off anywhere there are yellow signs.
* Pull as close to the curb as possible so you do not block the flow of traffic.
* Do not drop off in the middle of the street.
* Do not drop off across the street. Only on the school side.
* When you drop off, try your best to move back into the flow of traffic as fast as possible to keep the drop off zone moving.
* There is no parking in front of the school in the morning. Park on the side streets if you need to come to the main office.
* We ask all family members to drive no faster the 15 MPH in the flashing school zone.

**Afternoon Pick up**

* The pick up zone along the front of the school is anywhere there are not yellow signs. In the afternoon, we have yellow school busses pick up students. We try to cone this area off so please be aware of busses. If they ask you to move, please do so because they are picking up students with physical disabilities.
* Pull as close to the curb as possible, so you do not block the flow of traffic.
* Do not pick up in the middle of the street.
* Do not pick up across the street. Only on the school side.
* We ask all family members to drive no faster the 15 MPH in the flashing school zone.