



Caroline Elementary School


Mary E. Grover
Principal

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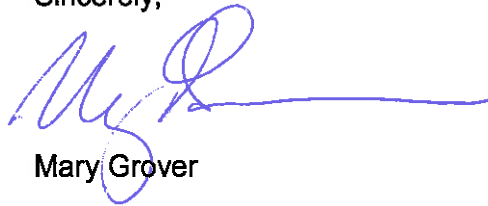
@Caroline_ICSD on Twitter 

May 4, 2018

Dear Families,

The entryway renovation has given us the opportunity to revisit our drop off and pick up procedures. Our Safe School Committee met this week and we are proposing the following shifts below. I am open to your feedback, thinking and questions.

Sincerely,



Mary Grover

Drop and Wave

- Pull up to the Caroline Cougar at the K entrance, staff will open your car door and students ONLY will be escorted into the building

Drop and Walk In

- Park your car, enter the building at the main entrance and sign in

Bus Drop Off

- K-5 students will be dropped off in front of the building
- PreK students will be dropped off closer to the k entrance and greeted by preK staff

Other Details

- K/1 Reading teacher will monitor K/1 hallway
- TA will greet bus and have parents sign in
- K wing door will be monitored by preK aide
- PreK teachers will greet students in the classrooms and support the transition as PreK aides walk back and forth from the buses to the classrooms
- If your child is in an afterschool activity, communicate with the teacher in advance
- Office staff leaves the school at 3:00 p.m. and our office is closed

