Dear Parents/Guardians: August 2023

As we embark on another school year, allow me to restate the drop off procedures at the Godwin School. As you may know, student drop-off is a very busy time of the day. Please review the details below to support an efficient and safe drop-off and entry for your children.

**SAFE STUDENT DROP-OFF AND ENTRY INFORMATION - PLEASE REVIEW CAREFULLY**

* Throughout the entire school day, East Center Street from the Faculty Parking Lot to Prospect Street (north west) is a **One-Way street**. The road remains a two-way street from the Faculty Parking Lot to Vreeland Avenue (south east). Once at Prospect Street, cars may only turn right during school drop off and pick up times.
* Passenger cars dropping off students, must pull up to the crosswalk for their child to exit the car on the sidewalk side. Students must be seated on the sidewalk side and be able to exit the car on their own.
* **PARENTS/GUARDIANS MAY NOT GET OUT OF THEIR CAR. PLEASE EXIT THE CAR LINE AS QUICKLY AS POSSIBLE.**
* If you prefer to walk your child to school, one-hour public street parking is available on East Center Street. Please avoid blocking the driveways of local homes.
* Instructional aides will be present to help direct your child and transition into the school building. Parents are asked to remain outside and allow the aides to accompany your child.
* **The school parking lot labeled FACULTY PARKING LOT (next to the Highland School field) can only accommodate Midland Park School District staff members. Please do not drive through, stop or park in the school parking lot at any time during the day. Please use one-hour public parking on East Center Street.**
* **Entrance locations:**
  + **Pre-K – Ragone – door # 2 – near flag pole (8:30am)**
  + **Pre-K – Spartz – door # 3 – near school sign (8:30am)**
  + **K – 2 – door # 3 – near the school sign**

Sincerely,

Ms. Danielle Bache, Principal