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#WeAreSachem

# Sachem Central School District

Grundy Avenue Elementary School

August 2019

Dear Sachem Families:

## Reporting Procedures

The Grundy Staff is excited to begin the 2019-2020 school year. Please follow the opening procedures and review these procedures with your child to ensure the safety of all students.

### Reporting Procedures for Kindergarten Students:

- ⇒ Kindergarten students will enter through the Main Entrance and be escorted to the Gym to meet their teachers for the first 2 days of school (Sept. 4<sup>th</sup> and 5<sup>th</sup>). After that, kindergarten students will be let off the bus first and then escorted to their classrooms by the kindergarten aides and 5<sup>th</sup> grade leaders for the remainder of the school year.

### Reporting Procedures for Grade 1-5 Students:

- ⇒ Students will report directly to their classrooms. Staff will be on duty to assist students if needed.

For the safety of your children, parents will not be permitted to enter the building. Please do not congregate or block the school doors as it creates an unsafe environment. To protect the privacy of all children, I am requesting that you refrain from engaging in photography on school grounds.

**Please note: All students who are scheduled to arrive by bus should begin doing so on the 1<sup>st</sup> day of school.**

Thank you for your cooperation.

Sincerely,

Laura Amato  
Principal