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#WeAreSachem

# Sachem Central School District

*Chippewa Elementary School*

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Dear Chippewa families,

I hope this letter finds you enjoying the last week of summer vacation. This letter will outline our updated drop off and pick up procedures at Chippewa for the 2021-2022 school year. These changes should help streamline the drop off and pick up process. More importantly it will help create a safer procedure for our students!

In the morning during the drop off parents will remain in their car at all times. If a parent needs to get out of the car to assist their child/children they will need to park their car in any of our parking lots. At no time are cars permitted to enter the area where mini buses drop off or pick up students. Students will only be allowed to exit their vehicle on the right side of the vehicle which will be closest to the school building. We will have extra staff outside to help facilitate this process. Students will be permitted to enter the building at 8:30 a.m. Please do not drop our students off any earlier unless they are attending SCOPE's before care program or attending a before school activity.

For the afternoon pick up there are several changes. First and most importantly, walkers will now be dismissed before our buses. We can expect our students who are being picked up will be released at 3:12 PM. For families that will pick up students daily, there will be a form for you to complete that lists the people who may be picking up your child/children. All parents picking up must park their vehicle and come to the door outside of our cafeteria. Students will be released once IDs have been checked and cross referenced with our walker line list.

I know that this may take some additional time to dismiss but it will ensure a safe dismissal and that all students are dismissed to adults who are approved for pickup. We will have additional staff to help facilitate parking and pick up.

With an earlier pick up time for walkers we are asking that all parents not pick up their children any time after 2:45 PM. In order to maintain sound instruction during the last period of school and to ensure that we do not disturb the educational process, I am respectfully requesting that you respect this practice. Our teachers and students greatly appreciate your cooperation.

Should you have any questions, please do not hesitate to reach out to me. I am excited to welcome our students back and work with all of you and our faculty to make it a great year for our kids!

Sincerely,

*Michael S. Saidens*

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[www.sachem.edu](http://www.sachem.edu)